

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., May 17, 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 Chair Robin A. Walton welcomed everyone in attendance and called the meeting to order at 5:31PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. Kevin Brown, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Gino Pasqualone, Mr. Mickey Quinn (Webex), Ms. Regina Reed, Ms. Robin Walton, Dr. Anthony Wright, Ms. Rebekah Feinberg (Alumni Trustee)

Board Absent: Mr. James C. Anderson, Jr., Mr. Dorion Morgan

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault and daughter Katie, Dr. Cathy Briggs, Mr. Andrew Eaton, Mr. Matthew Farr, Ms. Linda Higgins, Ms. Rosemary Kelleher, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Ms. Donna Podolski, Mr. Dave Quinnan, Ms. Michelle Russell, Dr. David Spang, Ms. Nicole Tavares, Dr. Edem Tetteh, Dr. Donna Vandergrift, Kieran Vaswani (student employee), Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

Special Guests: Mr. George Nyikita, Former RCBC Chair and family: Mrs. Joanne Nyikita, his son, Josh and daughter, Molly, Tom, Kelly, grandchildren Nicholas, Katherine, Margaret (Maggie) and Charlie.

Dr. Colleen Spiehs and husband

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 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

Chair Walton requested a motion to approve the minutes of the Regular Board Meeting on April 19, 2022, as submitted. The motion was made by Trustee Dr. James Kerfoot, with a second by Trustee Kevin Brown. The minutes were approved as written with seven in favor and one abstention by Trustee Raymond Marini. 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 April 19, 2022 to May 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 April 6, 2022 to May 3, 2022.
- President Cioce introduced Mr. George Nyikita, former Chair of the Rowan College at Burlington County Board of Trustees, whom he invited and his family to the Board Meeting to recognize his decades of service and contributions to the College.

The President proceeded with reading the proclamation recognizing Mr. Nyikita’s contributions to the College, and he presented the proclamation to him, a copy of which is made part of this public record. Dr. Cioce also presented Mr. Nyikita with a crystal gavel to thank him for 26 years of service. The honor of Trustee Emeritus is conferred upon Mr. George Nyikita. President Cioce thanked Mr. Nyikita for the counsel and support he afforded him during Dr. Cioce’s transition period. There was a standing ovation by all in attendance.

Mr. Nyikita remarked that he it has been an honor and privilege to work here and serve the College. He has seen many changes in his time here. The people that he has been associated with at the College have been stellar in quality, dedication and integrity. The focus has always been, what can we do to make the students’ experiences better? That was always important to him and he could not have done any of it without the support of his family. Mr. Nyikita introduced his family, in particular his four grandchildren, the joy of his life and his motivation. He encouraged the Trustees and College employees to continue their motivation and hard work to provide opportunities in Burlington County.

Chair Walton and the Board of Trustees thanked Mr. Nyikita for his service to the College and the Board.

Vice Chair Dr. James Kerfoot added that he worked with Mr. Nyikita for a few years as a Vice President and he is wonderful to work with. Mr. Nyikita attended every Committee meeting. The students always came first. Dr. Kerfoot will miss his calls and he thanked him for the wonderful job he did here.

Chair Walton, who came to the Board during the Pandemic, indicated that Chair Nyikita was the first to reach out to her. He was always accessible while Ms. Walton was learning about RCBC and changes during the Pandemic. He was always such a gentleman and steward of the College. We hope to call on him for advice from time to time and we thank him for everything he has done for the students and each and every one of us.

- President Cioce also recognized Dr. Colleen Glavin Spiehs, Professor of Nursing, for her service and her retirement effective June 30, 2022. Dr. Spiehs, affectionately known as Dr. G., has served the College since 1982, for nearly 40 years, and in that time she has taught thousands and thousands of students. Dr. Cioce read the resolution and thanked her for her teaching excellence and dedication to the College and its students.

Dr. Spiehs described how she came to the College from teaching at a hospital-based school in Trenton and one of her colleagues saw an ad in the paper that someone wanted to start an RN program in Burlington County, which didn't have one. Dr. Spiehs indicated the decision to retire is an emotional one, but it is the right time.

Dr. James Kerfoot remarked on Dr. Spiehs' great reputation and he had the benefit of working at the College for a few years down the hall from her.

Dr. David Spang, Senior Vice President and Provost, has been working with Dr. Spiehs since he was the Dean of Science, Math and Technology, and he has seen the impact that Dr. Spiehs has had on students and she will be missed. He appreciates all she has done and wished her well in her retirement.

Dr. Karen Montalto, Dean of Health Sciences, added that she put into the resolution all that she wanted to say about Dr. Spiehs, but also that she will be forever known as the Pharmacology queen. Dr. Montalto explained that 18% of the NCLEX exam is focused on Pharmacology and the College's increase in pass rate has a lot to do with that Pharmacology course and Colleen teaching so many graduates. Dr. Spiehs added that we have measurements that reflect the scores our students get in different areas of the State exam, and this year Pharmacology was the top score of all the areas.

- President Cioce thanked Chair Walton and the Trustees that joined us for three Commencement ceremonies last week. He thanked the staff for all the logistical work involved. We heard three amazing student speakers: Christina Scillieri, Gia Carosiello,

and Aaron Caldwell, and three amazing keynote speakers: Senator Troy Singleton, Mr. Samuel Thevanayagam, Parts Life, and Dr. Shannon Williams, Professor Health Sciences and RCBC 2021 Professor of the Year. The 2022 Professor the Year Award was presented to Jianene Meola, STEM faculty, who will serve as one of our keynote speakers next year. President Cioce appreciates the Board's support, participation and attendance considering this was the first in-person, major event held at the College in a year.

- President Cioce announced that Summer I semester started yesterday, May 16, 2022, and additional mini semesters kick off over the next few weeks. We are focused on the Fall 2022 semester and planning for the Spring 2023 semester.
- President Cioce invited questions. With no questions, this concluded the President's Report.



Rowan College at Burlington County Board of Trustees

MAY 17, 2022

PROCLAMATION

BE IT PROCLAIMED:

WHEREAS, in special recognition of the distinguished service to Rowan College at Burlington County, the Board of Trustees wishes to acknowledge George Nyikita; and

WHEREAS, Trustee Nyikita was first appointed to the College's Board of Trustees on December 27, 1995, by the Burlington County Board of Chosen Freeholders, and he served on the Board of Trustees for over 26 years in the roles of Chair and Treasurer; and

WHEREAS, Trustee Nyikita was a model Trustee, who unselfishly devoted his time and energy to helping the College community. He was also instrumental in supporting the strategic expansion to Mount Laurel, which quickly became the most popular campus for students, faculty and staff; and

WHEREAS, Trustee Nyikita was a tireless advocate for Rowan College at Burlington County and he supported innovative initiatives that benefited students, most notably the College's historic partnership with Rowan University that has created an outstanding and affordable path to a University bachelor's degree; and

WHEREAS, Trustee Nyikita was one of the most accomplished and productive members of the Board of Trustees, and the members of the Rowan College at Burlington County Board of Trustees wholeheartedly endorse recognition of his outstanding service with the additional title of Trustee Emeritus;

NOW THEREFORE, BE IT RESOLVED by the Trustees of the College now assembled in public session this 17th day of May 2022, that the title of Trustee Emeritus shall be conferred upon Trustee George Nyikita; and

BE IT FURTHER RESOLVED that this Board herein extends its deepest appreciation to Trustee George Nyikita for his dedication and service to this College and to community colleges throughout the State of New Jersey.

IN WITNESS WHEREOF:

I have hereunto set my hand and caused this Seal of the Rowan College at Burlington County to be affixed hereto this 17th day of May in the year 2022.

Robin A. Walton
Chair

Dr. Michael A. Cioce
President



Rowan College at Burlington County Board of Trustees
MAY 17, 2022

RESOLUTION

WHEREAS, Dr. Colleen Glavin Spiehs (affectionately known by students and faculty as Dr. G) offered faithful service to Rowan College at Burlington County from November 1, 1982 to June 30, 2022; and

WHEREAS, Dr. G loyally served as professor in the college's Health Science/Nursing department for 39 years and 7 months, in Pemberton and Mount Laurel; and

WHEREAS, Dr. G has worked with faculty, staff and students to provide nursing education that meets the highest standards; and

WHEREAS, Dr. G's duties included, but were not limited to, classroom and clinical education of nursing students; and

WHEREAS, Dr. G exemplifies the concept of excellence in professional nursing education; and

WHEREAS, Dr. G, through her love and knowledge of pharmacology, was instrumental in integrating pharmacology across the curriculum and teaching pharmacology application to nursing students.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Burlington County, now assembled in public session this 17th day of May 2022, expresses its appreciation for the outstanding contributions made by Dr. Colleen Glavin Spiehs and extends its best wishes, as she approaches her retirement; and

BE IT FURTHER RESOLVED that a copy of this resolution be entered permanently into the minutes of the Rowan College at Burlington County Board of Trustees.

Robin Walton
Board Chair

Dr. Michael A. Cioce
College President and Board Secretary

2. Board Reports

- A. Finance/Facilities Committee:** Dr. Michael Cioce reported in Committee Chair Dorion Morgan's absence: The Finance/Facilities Committee met on Tues., May 10, 2022, at 3:00PM, and the Committee discussed various finance and facilities matters.

Dr. Cioce proceeded with a review of Tabs 1 through 9 for the Board's consideration:

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

- Tab #1:** Resolution #2022-137-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2022-137-02, A Resolution to approve and ratify certain agreements and contracts.
- Tab #3:** Resolution #2022-137-03, A Resolution to award a contract to United Sales USA Corp. for the purchase of custodial supplies (paper and plastic) for an amount not to exceed \$60,000.00 during fiscal year 2023.
- Tab #4:** Resolution #2022-137-04, A Resolution to award a contract to HD Supply for the purchase of custodial supplies (cleaning supplies and chemicals) for an amount not to exceed \$32,000.00 during fiscal year 2023.
- Tab #5:** Resolution #2022-137-05, A Resolution to approve a contract to ARI for fleet management services in an amount not to exceed \$150,000.00 for fiscal year 2023.
- Tab #6:** Resolution #2022-137-06, 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 safety systems, in an amount not to exceed 75,000.00 for fiscal year 2023.
- Tab #7:** Resolution #2022-137-07, A Resolution to award a contract to NJEDge.Net for renewal of annual membership and associated network services in the amount of \$149,188.17 for fiscal year 2023.
- Tab #8:** Resolution #2022-137-08, A Resolution to approve an amendment and payment of an existing contract to Blackboard, Inc. for software and services related to a hosted course management system in an amount not to exceed \$209,997.00 for fiscal year 2023.
- Tab #9:** Resolution #2022-137-09, 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 an amount not to exceed \$73,400.00 for fiscal year 2023.

Chair Walton invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 9, as recommended by the Finance/Facilities Committee. With a motion by Trustee Gina Reed, and a second by Trustee Gino Pasqualone, the Board approved Resolutions 1 through 9 with all in favor and none opposed. There were no questions.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

None

2) Operational

None

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

None

REIMBURSEMENT

Khaliyah Miller-Biney, EOF Program Coordinator, EMSS, EOFPANJ 2022 Spring Conference, Hard Rock Hotel and Casino, Atlantic City, NJ, April 5 – 8, 2022, \$97.18

Pamela Mack-Brooks, Nursing Instructor, Health Sciences – Nursing, Next Generation NCLEX Conference, Orlando, FL, February 17 – 19, 2022, \$990.39

Jonathan Weisbrod, Faculty, S.T.E.M., National Mathematics Conference, Joint Mathematics Meetings, Seattle, WA, January 4 – 8, 2022, (Virtual) \$40.00.

Alexis Jenkins, EOF Counselor, EMSS, 2022 Annual NASPA Conference, Baltimore, MD, March 19 – 23, 2022, \$225.77

Alexis Jenkins, EOF Assistant Director, EMSS, EOFPANJ 2022 Spring Conference, Hard Rock Hotel and Casino, Atlantic City, NJ, April 5 – 8, 2022, \$308.34

*******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, May 17, 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

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a service agreement renewal with **Agilent Technologies** to provide CrossLab Silver instrument maintenance for the STEM department, for the term August 1, 2022 through July 31, 2023, in the amount of \$15,600.00.

To approve a service agreement with **Kone, Inc.**, for elevator maintenance and certification at the Mount Holly campus, for fiscal year 2023, in the amount of \$5,148.00.

To approve a contracted service with **NJ Edge Net, Inc.** for subscription/support VMare for OIT for fiscal year 2023, in an amount of \$13,636.17.

To award a contract to **CDW Government** for Adobe Creative Cloud licenses in the amount of \$33,290.00. (New Jersey State Contract #M0003/89849) FY23

To approve a renewal annual subscription with **CDW Government** to provide the CommandCenterHD License for the Audio/Video Communication department, for fiscal year 2023, in the amount of \$18,200.00. (New Jersey State Contract #M0003/89849)

To approve an annual subscription **Happy Fox, Inc.**, for Enterprise Plan, Enterprise Annual maintenance software, for the OIT Department, for fiscal year 2023, in an amount of \$16,560.00.

To approve a consulting services contract with **579 Solution** for Paramedic Science, services related to the installation of new equipment for simulation and project oversight, in the amount of \$10,000.00.

To approve an annual contract renewal with **SAS Institute, Inc.**, for wide license downloaded software, for the OIT/STEM Department, in the amount of \$3,500.00. FY23

FOR RATIFICATION:

To ratify an agreement with **Calm Clarity** for Perry Facilitator Leadership Development Program Pilot, for the WDI department, in the amount of 16,000.00. (Grant funded Scattergood BH foundation)

To ratify a professional consultant contract with **K.D. Wilson** to provide an EOF graduation celebration speech on May 3, 2022, in the amount of \$2,000.00.

To ratify a professional consultant contract with **Margaritas 2U, LLC / Lollipop Ice Cream**, to provide a sundae & ice water with toppings for a student success event, SGA Spirit Week, April 27, 2022, in the amount of \$705.00.

To ratify a professional consultant contract with **J-Dogs, Inc.**, for a student success event, Spirit week, for face painting, on April 27, 2022, in an amount of \$400.00.

To ratify a professional consultant contract with **J-Dogs, Inc.**, for a student success event, Spirit week, for obstacle course, on April 26, 2022, in an amount of \$1,535.00.

To ratify a renewal with **NeoGov** for the subscription for NeoGov Insite Software License (recruitment) for the Human Resource department with the term ending November 25, 2022, in the amount of \$7,982.33.

To ratify a professional consultant contract with **Cori Sell**, for MSK lecture on diagnostic medical sonography program, for the radiology department, on April 19, 2022 in the amount of \$200.00.

To ratify a consultant services agreement with **Ellucian Company, LP**, amending the existing agreement dated June 7, 2018, related to managed services for implementation and expansion for the existing student planning module, the term May 2, 2022 through August 31, 2022, in an amount of \$15,500.00.

To ratify a consultant services agreement with **NW Financial Group, LLC** to provide financial consulting services as needed for calendar year 2022 in an amount not to exceed \$17,500.00.

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

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 Robin A. Walton
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-03

**TO AWARD A CONTRACT TO UNITED SALES USA CORP. FOR THE PURCHASE
OF CUSTODIAL SUPPLIES (PAPER AND PLASTIC SUPPLIES) FOR AN AMOUNT
NOT TO EXCEED \$60,000.00 DURING FISCAL YEAR 2023**

WHEREAS, the College has a need to purchase various custodial products including paper and plastic products; and

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

WHEREAS, a Request for Bids, RFB #22-05 was posted on the College website and advertised in the Trenton Times, the Courier Post and the Burlington County Times on Thursday, March 24, 2022 and opened on Monday, April 25, 2022; and

WHEREAS, five (5) vendors responded, four (4) were compliant; and

WHEREAS, it has been determined that **United Sales USA Corp.** have the experience and expertise to provide these goods and services to the College; and

WHEREAS, this contract is for a period of one (1) year, July 1, 2022 through June 30, 2023, and the RFB also contained language which would allow the College to extend the term of the contract for an additional one (1) year, July 1, 2021 expiring June 30, 2022, 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 to **United Sales USA Corp., 5902 14th Ave. Unit 107, Brooklyn, NY 11219**; 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: **United Sales USA Corp., 5902 14th Ave. Unit 107, Brooklyn, NY 11219**; and

NOW THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **United Sales USA Corp.** in an amount not to exceed \$60,000.00 for 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 **United Sales USA Corp.**

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 appropriations:

1-78100-9515 (Physical Plant-Pemberton, Custodial Supplies)

1-78110-9515 (Physical Plant-Mt. Laurel, Custodial Supplies)

Matthew Farr
Chief Operating Officer

BID ANALYSIS SHEET

BID NAME: Custodial Cleaning Supplies & Related Equipment
BID NUMBER: RFB-22-05
ADVERTISED: Thursday, March 24, 2022 (BCT, Courier Post, Trenton Times, & RCBC website)
BID OPENING: April, 25, 2022 at 2:00 PM

Bidders	Group 1 Sub-total	Group 2 Sub-total	Compliance
United Sales USA Corp.	\$42,997.80	No Bid	Compliant
HD Supply	\$48,161.15	\$12,267.80	Compliant
General Chemical and Supply	\$53,309.50	\$14,739.20	Compliant
Imperial Bag and Paper	\$62,314.25	No Bid	Compliant
Fordian Packaging LLC	No Bid	No Bid	Not Compliant

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

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Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-04

**TO AWARD A CONTRACT TO HD SUPPLY FOR THE PURCHASE OF CUSTODIAL
SUPPLIES (CLEANING SUPPLIES & CHEMICALS) FOR AN AMOUNT NOT TO
EXCEED \$32,000.00 DURING FISCAL YEAR 2023**

WHEREAS, the College has a need to purchase various custodial products including cleaning supplies and chemicals; and

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

WHEREAS, a Request for Bids, RFB #22-05 was posted on the College website and advertised in the Trenton Times, the Courier Post and the Burlington County Times on Thursday, March 24, 2022 and opened on Monday, April 25, 2022; and

WHEREAS, five (5) vendors responded, four (4) were compliant; and

WHEREAS, it has been determined that **HD Supply** has the experience and expertise to provide these goods and services to the College; and

WHEREAS, this contract is for a period of one (1) year, July 1, 2022 through June 30, 2023, and RFB# 22-05 also contained language which would allow the College to extend the term of the contract for an additional one (1) year term, July 1, 2023 expiring June 30, 2024, 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 to **HD Supply**, 804 East Gate Drive Ste. 100, Mt Laurel NJ 08054, 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: **HD Supply**, 804 East Gate Drive Ste. 100, Mt Laurel NJ 08054; and

NOW THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **HD Supply** for an amount not to exceed **\$32,000.00** for 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 **HD Supply**.

The money necessary to fund said contract is not to exceed **\$32,000.00**. 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:

1-78100-9515 (Physical Plant-Pemberton, Custodial Supplies)

1-78110-9515 (Physical Plant-Mt. Laurel, Custodial Supplies)

Matthew Farr
Chief Operating Officer

BID ANALYSIS SHEET

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

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Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-05

**TO APPROVE A CONTRACT WITH AUTOMOTIVE RENTALS, INC (ARI) FOR
FLEET MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000.00
DURING FISCAL YEAR 2023**

WHEREAS, the College has a need for vehicle fleet management services; and

WHEREAS, these fleet management services include, but are not limited to, tracking vehicle service requirements, providing fuel cards and tracking usage, vehicle tracking and reporting services, tracking and management of vehicle repair records, billing pass-through for authorized repair centers and gas stations; and

WHEREAS, the College's Board of Trustees entered into a Shared Services Agreement with the County of Burlington at their December 2, 2014 meeting; and

WHEREAS, the Board of Commissioners for the County of Burlington negotiated and approve a contract extension to their agreement with **Automotive Rentals, Inc. (ARI)**, which includes the College, at their meeting on April 13, 2022; 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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **Automotive Rentals, Inc (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **Automotive Rentals, Inc (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **ARI** in an amount not to exceed \$150,000.00 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 **ARI**.

The money necessary to funds said contract is not to exceed **\$150,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-78100-9340 (Facilities, Operation of Vehicles)

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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-06

**TO AWARD A CONTRACT TO SIEMENS BUILDING TECHNOLOGIES FOR
CONTINUED MAINTENANCE AND ATC CONTROL SERVICES FOR THE
COLLEGE'S BUILDING AUTOMATION SYSTEMS, INCLUDING FIRE SAFETY
SYSTEMS, IN AN AMOUNT NOT TO EXCEED \$70,000.00
DURING FISCAL YEAR 2023**

WHEREAS, the College has a need to schedule and regulate mechanical heating and cooling equipment on the campuses and centers owned and operated by the College; and

WHEREAS, there is also a need to maintain and monitor fire safety systems; and

WHEREAS, this equipment consists of computer hardware, software, building control panels, air compressors, digital and analog actuators, sensors, pneumatic control devices and digital control devices which are manufactured and installed by Siemens Building Technologies; and

WHEREAS, the College campuses are networked using the College LAN with the server located in the Central Heating and Cooling Plant on the Mt. Laurel campus; and

WHEREAS, these intricate systems require regular factory maintenance; including but not limited, to software upgrades, software support, on line troubleshooting and diagnostics, 24 X 7 operator support, system backup, preventive maintenance to pneumatic and digital systems; and

WHEREAS, due to the proprietary nature of the operating software and critical components, this service must be provided by the manufacturer; 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, **Siemens Building Technologies** has completed and submitted a Business Entity Disclosure Certification which certifies that **Siemens Building Technologies** 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 **Siemens Building Technologies** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Siemens Building Technologies**, 1450 Union Meeting Rd., Blue Bell, PA, 19422; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends the award of this contract to the following vendors: **Siemens Building Technologies**, 1450 Union Meeting Rd., Blue Bell, PA, 19422; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **Siemens Building Technologies** in an amount not to exceed **\$70,000.00** for fiscal year 2023;

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 Operating Budget to pay for the contract between Rowan College at Burlington County and **Siemens Building Technologies**.

The money necessary to fund said contract is **\$70,000.00**. 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:

- 1-78100-9601 (Physical Plant-Pemberton, Maintenance Contracts)
- 1-78110-9601 (Physical Plant-Mt. Laurel, Maintenance Contracts)
- 1-78100-9701 (Physical Plant-Pemberton, Contracted Services)
- 1-78110-9701 (Physical Plant-Mt. Laurel, 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, May 17, 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								

 Robin A. Walton
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-07

**TO AWARD A CONTRACT TO NJEDGE.NET FOR THE RENEWAL OF ANNUAL
MEMBERSHIP AND ASSOCIATED NETWORK SERVICES IN THE AMOUNT OF
\$149,188.17 FOR FISCAL YEAR 2023**

WHEREAS, NJEDge.net, a non-profit corporation of the New Jersey Presidents' Council, is a broadband statewide network designed to enhance the teaching, research and public service missions of New Jersey's colleges and universities; and

WHEREAS, the College uses NJEDge.net connection to their private state-wide network in order to provide higher bandwidth applications such as video conferences, video classes, Internet and Internet II; and

WHEREAS, in addition to the network services, RCBC receives the following benefits as a member of NJ EDge:

- Access to NJEDge.Net team of technical consultants, network engineers and education professionals
- Participation in Edge.Networks - an alliance of member-driven activity groups that investigate pedagogies, methodologies and technologies in the academic community
- Attendance at Events – Annual Conference, Best Practices Showcase, monthly webinars and face-to-face workshops
- Communication forums through discussions, blogs and mailing lists
- Training in innovative teaching tools for faculty
- Training in emerging technologies for professional and technical staff
- E-rate assistance
- RFP assistance
- Eligibility to purchase from NJEDge.Net publicly bid contracts
- Discounted voice minutes based on publicly bid RFP
- Maintenance to cover software licenses for VMware server environment.

The annual fees for NJEDge services, (July 1, 2022– June 30, 2023) for a total of \$149,188.17 are as follows:

- Network Services - \$123,552.00
- NJEDge Membership - \$12,000.00
- VMWare software license and support - \$13,636.17

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, **NJEdge.net** completed and submitted a Business Entity Disclosure Certification which certifies that **NJEdge.net** 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 **NJEdge.net** making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.10, it appears in the best interest of the College to award a contract to **NJEdge.net**, P.O. Box 18110, Newark, NJ 07191-8110; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.10, the President recommends the award of this contract to the following vendor: **NJEdge.net**, P.O. Box 18110, Newark, NJ 07191-8110; and

WHEREAS, as a state authorized Education Services Corporation, **NJEdge.net** holds Lead Agency status. Under this designation, **NJEdge.net** has issued RFPs and negotiated pricing contracts for strategic partnerships on behalf of our membership, enabling members to obtain products that are in high demand at the most cost-competitive pricing available; and

WHEREAS, **NJEdge.net** holds designation as a Cooperative Pricing System (DCA #269EMCP) as approved by the New Jersey Department of Community Affairs (DCA) in 2018. This designation enables **NJEdge.net** to issue RFPs on behalf of the entire public sector community in New Jersey and beyond, in addition to Edge's current membership. Moving forward, all RFPs will be issued via our Cooperative Pricing System status and made accessible to existing members and the wider community;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **NJEdge.net** in the amount of \$149,188.17.

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 Operating Budget to pay for the contract between Rowan College at Burlington County and **NJEDge.Net**.

The money necessary to fund said contract is **\$149,188.17**. 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)

1-00800-9701 (Information Technology, Service 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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-08

**TO APPROVE AN AMENDMENT AND PAYMENT OF AN EXISTING CONTRACT
WITH BLACKBOARD, INC. FOR SOFTWARE AND SERVICES RELATED TO A
HOSTED COURSE MANAGEMENT SYSTEM IN AN AMOUNT NOT TO
EXCEED \$209,997.00 FOR FISCAL YEAR 2023**

WHEREAS, Rowan College at Burlington County has been using the Blackboard Learn course management system for over a decade and Learn is the primary on-line learning platform for the College; and

WHEREAS, **Blackboard, Inc.** is the market leader in the field of on-line course management systems; and

WHEREAS, our current contract is in place through June 30, 2023; and

WHEREAS, the College has determined that **Blackboard, Inc.** has the experience and expertise to continue to provide the on-line learning platform and services; 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, **Blackboard, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Blackboard, Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Blackboard, Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. 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 approve this amendment and payment to **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001; 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. and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), the President recommends the award to approve this amendment and payment to the following vendor: **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of May 2022, that an amended contract be approved and payment may be made to **Blackboard, Inc.** in the of amount of **\$209,997.00** 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 Operating Budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said payment is **\$209,997.00**. The payment is subject to the availability of funds and upon approval of the payment the funds will be charged to the following budget line item appropriation:

1-60315-9701 (Distance Education, 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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-09

**TO AWARD A CONTRACT TO NJEDGE.NET FOR ACCESS TO SELECT
DATABASES, JOURNALS, STREAMING VIDEOS, LIBRARY SERVICES AND E-
BOOKS THROUGH THE VIRTUAL ACADEMIC LIBRARY ENVIRONMENT OF
NEW JERSEY (VALE-NJ) IN AN AMOUNT NOT TO
EXCEED \$73,400.00 FOR FISCAL YEAR 2023**

WHEREAS, the College has a need to access and use Virtual Academic Library Environment of New Jersey (VALE-NJ) databases, journals, streaming videos, e-books and services; and

WHEREAS, the VALE-NJ consortium provides many of these which both students and faculty need to access for coursework and research, both on campus and offsite, at significant savings to the participating academic library members; and

WHEREAS, **NJEDge.net** is the originator and facilitator the VALE-NJ consortium for library access to these academic resources; and

WHEREAS, it appears that **NJEDge.net (VALE-NJ)** has the experience and expertise to provide these services; and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(6), it appears in the best interest of the College to award a contract to **NJEDge.net (VALE-NJ)**, 218 Central Avenue - GITC 3902, Newark NJ, 07102-1982; and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(6), the Acting President recommends the award of this contract to the following vendor(s): **NJEDge.net (VALE-NJ)**, 218 Central Avenue - GITC 3902, Newark NJ, 07102-1982;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of May 2022, that a contract be awarded to **NJEDge.net (VALE-NJ)** in an amount not to exceed **\$73,400.00** for fiscal year 2023.

*******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 **NJEDge.Net. (VALE)**.

The money necessary to funds said contract is **\$73,400.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-60310-9553 (Library, Books Circulating)

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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met in person on Wed., May 11, 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 10 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #10: Resolution #2022-137-10, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Walton requested a motion to move Tab 10, as recommended by the Personnel Committee. With a motion by Trustee Raymond Marini, and a second by Trustee James Kerfoot, the Board approved Resolution 10 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
May 17, 2022**

RESOLUTION #2022-137-10

**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;

Melissa Moore as Payroll Specialist at \$52,000;
Brendan McDonald as PT Technical Support Assistant at \$16/hour;
Janelle Livingstone as Financial Aid Specialist at \$32,000 effective 6/15/22;
Shannon Doherty as Admissions Counselor at \$33,556;
Robert Tumas as Program Delivery Specialist at \$50,000;
Andrew Fleischer as Assistant Director of Accounting at \$67,000;
Victoria Bowman as Student Success Coordinator at \$45,000
Monica Mushinski as Payroll Specialist at \$48,000; 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;

Brooke Michael as Program Development Specialist at \$43,000; and

Salary Adjustments

None; and

Title Changes

Martin Hoffman as Interim Chief Information Officer effective 5/15/22-8/31/22 with stipend of \$2,400 per month;
Michelle Russell as Interim Director of Human Resources effective 5/15/22-11/15/22 with salary increase of \$1,000/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;

Rasheed, Anwer; and

Adjuncts, Liberal Arts;

Stuetz, John; and

Adjuncts, Nursing and Health Sciences;

None; and

Part-Time Trainers;

Gonzalez, Luis; Robinson, Christopher; and

EMT Trainers/EMT Aides;

Buonopane-Idelson, Angela; Johnson, Jr., Joseph; and

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

Anna Payanzo, Vice President of Workforce Development, WDI;
Jolarys Torres, PT Community Standards Assistant, EMSS;
Lindsay Bond, Accountant, Finance;
Stephanie Houghkirk, Senior Adjunct, Health Sciences;
Molly Camera, Information Literacy & Student Outreach Librarian, Library;
Victoria Heppler PT Student Success Coach, EMMS;
Nicole Soos Compliance & Research Assistant, OIR;
Giovanni Earl, PT Public Safety Officer, Public Safety;
Marlynn Belsito, Adjunct, Health Sciences;
Tina West, Manager of Foundation Operations, Foundation;
Connor Makeena, Groundskeeper, Facilities;
Angel Aguilar, Assistant Lead Custodian, Facilities;
Mark Meara, Chief Information Officer, OIT; 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;

Kathleen Devone, Distance Learning, Paid LOA;
Pat Price, STEM, Paid LOA; and

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

None; 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 17th day of May 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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

C. **Academic Committee:** Dr. James Kerfoot, Committee Chair, reported on behalf of the Academic Committee. Dr. Kerfoot announced that the Academic Committee met on Tues., May 10, 2022, at 2:00PM, and he asked Dr. David Spang to give the report. Topics of discussion included:

- The Academic Awards Ceremony was held on May 2, 2022, where approximately 55 academic awards were presented to students in the presence of their family, faculty and staff.
- Preparation for Commencement was discussed.
- The establishment of a new academic credential and a micro credential called an Achievement that is submitted for the Board's approval via Tab 11. This will establish a micro credential which is stackable, recognized and official for students pursuing a course of study made up of a sequence of classes.
- The Committee then discussed industry partnership activities, specifically the Perkins V grant comprehensive needs assessment and the feedback on how that will be compiled and used at the College to support our Career Technical Education programs.
- Also, the Faculty Collective Bargaining Agreement sessions.
- Anna Payanzo Cotton, Vice President of Workforce Development, updated the Committee on the Workforce Development Institute items and Dr. Karen Archambault, Vice President of Enrollment Management and Student Success, provided an update for her area.
- Dr. Cioce thanked Dr. Karen Montalto, Dean of Health Sciences, for the Nursing overview that was shared with the Academic Committee. President Cioce discussed with Chair Walton giving opportunities to staff to use the various Board Committees to share their status and opportunities. He thought that Dr. Montalto's discussion resulted in great conversation, good questions and everyone learned something. Dr. Kerfoot and Chair Walton thanked Dr. Montalto and the Chair added that they learned a lot about the challenges and opportunities before us and how we can work together.

Academic Committee Action (Resolution(s) for Approval)

Tab #11: Resolution #2022-137-11, A Resolution for the establishment of a New Academic Credential: Achievement.

Chair Walton requested a motion to move Tab 11, as recommended by the Academic Committee. With a motion by Trustee James Kerfoot, and a second by Trustee Kevin Brown, the Board approved Resolution 11 with all in favor and none opposed.

Chair Walton invited questions and there were none. This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 17, 2022**

RESOLUTION #2022-137-11

ESTABLISHMENT OF A NEW ACADEMIC CREDENTIAL: ACHIEVEMENT

WHEREAS, Rowan College at Burlington County currently offers the following academic degrees and certificates: Associate of Arts, Associate of Fine Arts, Associate of Science, Associate of Applied Science, Academic Certificates and Career Certificates; and

WHEREAS, the need was identified to create a new twelve credit microcredential that is comprised of a sequence of courses that encompass a particular theme or are associated in a clear way; and

WHEREAS, microcredentials are being developed by higher education institutions in New Jersey and throughout the United States; and

WHEREAS, this new microcredential will be identified as an Achievement in XXX;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th of May 2022 that the creation of the Achievement (ACH.xxx) be approved for immediate implementation.

*******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, May 17, 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								

Robin A. Walton
Chairperson

Dr. Michael A. Cioce
Board Secretary

COMMENTS FROM THE PUBLIC

Chair Walton 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

Vice Chair Kerfoot commented that Ms. Anna Payanzo Cotton will be leaving the College and she will be missed. He enjoyed working with her on the Board Academic Committee. Chair Walton also thanked Anna for her service and wished her the best. Ms. Walton thanked Anna for all she has done for the students here and also for the connectivity for our County as education is directly linked to workforce, the community and our families.

Also, Vice Chair Kerfoot commented on Commencement and how everyone puts it together so that it flows smoothly and goes perfectly. He was impressed having attended many graduations in his career.

OTHER BUSINESS

President Cioce announced moving to closed session for a Board update.

ADJOURNMENT OF PUBLIC SESSION

Chair Walton called for a motion to adjourn the Public Session and move to Executive Session. With no further business, Trustee Kerfoot made the motion, second by Trustee Gina Reed, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:06 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:imd