

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., May 18, 2021

By Webex

**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 George Nyikita welcomed everyone in attendance and called the meeting to order at 5:33PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson, Mr. Kevin Brown, Dr. James Kerfoot, Mr. Raymond Marini, Ms. Jamie Martin, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Robin Walton, Ms. Stephanie Berdugo-Hernandez (Alumni Trustee)

Board Absent: Dr. Anthony Wright

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Dr. Cathy Briggs, Ms. Emmy Casa, Ms. Mary Kay Comegys, Ms. Lindsey Daniello, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Linda Lewis, Mr. Mark Meara, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Ms. Donna Podolski, Ms. Julie Ritter, Dr. Anita Rudman, Ms. Michelle Russell, Dr. David Spang, Dr. Edem Tetteh, Mr. Michael Turnbull, Dr. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

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 17, 2020, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meeting on April 20, 2021, as submitted. The motion was made by Trustee Jim Anderson, with a second by Trustee Kevin Brown, and a unanimous vote in favor. There were no questions or comments and the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from April 20, 2021 to May 18, 2021.
- 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 12, 2021 to May 4, 2021.
- The President proceeded with the following announcements in addition to the written report provided in the Board packet:
 - 1) Presentation of Retirement Resolution to Mary Kay Comegys: President Cioce shared with the Board that moving forward, when someone dedicates their career or a portion of their career to RCBC, we will take formal action before the Board so that there is a resolution on record thanking them for their service and highlighting some of their accomplishments. Dr. Cioce introduced Mary Kay Comegys, Dental Hygiene Clinical Assistant in the College’s Health Sciences Division for over 15 years, and he virtually presented and read the resolution. Chair Nyikita and the Board of Trustees congratulated and thanked Mary Kay for her service. Ms. Comegys thanked Dr. Cioce and the Board for this recognition and she added that it has been a privilege to work for RCBC.
 - 2) RCBC Foundation Battle of the Barons: President Cioce thanked those Trustees who have contributed or connected their networks to the College Foundation’s Battle of the Barons. To date, we have received \$89,750 in contributions with a goal of \$100,000. Dr. Cioce asked everyone to share this information with their families and friends as we are within striking distance of hitting our goal.

- 3) President Cioce announced that we are on pace to finish the year in a strong financial position. This week is going to be a busy on-campus week given the fact that we are one of a handful of county colleges that will host in-person commencement ceremonies. Dr. Cioce thanked the Student Life and Facilities groups, academic and enrollment leadership, and Lynne from his office, as well as the many people that make this event look seamless. Kickoff for the commencement ceremonies began in October 2020, and as of three weeks ago, we were anticipating a plan that was not yet approved. He is glad to see that Governor Murphy relaxed some of the outdoor gathering restrictions, which will allow us to hold the ceremonies we planned for. Also, the weather looks promising. All of the stars are aligning for the Class of 2021 and we have also invited the Class of 2020 to participate. RCBC has scheduled five ceremonies on campus, two on Wednesday, May 19th, two on Thursday, May 20th, and one on Friday, May 21st. President Cioce thanked those Trustees who have already committed to participating.

Our Alumni Trustee, Ms. Stephanie Berdugo-Hernandez, is a 2020 graduate and part of our 3 + 1 program. Stephanie will participate in this year's commencement ceremony and we look forward to congratulating her. Dr. Cioce announced that Stephanie has been awarded the New Jersey State Governor's Jefferson Award for her volunteerism and advocating for the financial services the Higher Education Student Assistance Authority (HESAA) has to offer all students in the state. Dr. Cioce thanked Stephanie for this important work.

- 4) As it relates to the 2021 Fall Semester, we are closely monitoring what our in-person availability will be. We were about 15% in person this spring semester and we have about 50% available for student registration on campus right now. Fall registration has been open since April 2021. There are marketing efforts in motion and a lot of student outreach campaigns in the works. As things improve, we have to be nimble enough to react to student demand. There are synchronous and asynchronous online options, in person on campus options, and hybrid options. Dr. Cioce indicated that we are in a good place regionally as it pertains to COVID. Case counts seem to be under control and vaccination rates continue to improve and increase.

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

2. Board Reports

A. Finance/Facilities Committee: Chair George Nyikita reported:

Chair Nyikita announced that the Finance/Facilities Committee met virtually on Tues., May 11, 2021, at 3:00PM, and the Committee discussed various finance and facilities matters, as well as the resolutions before you.

Mr. Nyikita 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 #2021-138-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2021-138-02, A Resolution to approve and ratify agreements and contracts.
- Tab #3:** Resolution #2021-138-03, A Resolution to approve the Adoption/Affirmation of Certain Board Policies.
- Tab #4:** Resolution #2021-138-04, A Resolution to approve an amendment and payment of the existing contract with Blackboard, Inc. for software and services related to a hosted course management system in an amount not to exceed \$213,579.75 for fiscal year 2022.
- Tab #5:** Resolution #2021-138-05, A Resolution to award a contract extension to 360 Translations International Inc. to provide interpreting services, in the amount of \$70,000.00 for fiscal year 2022.
- Tab #6:** Resolution #2021-138-06, A Resolution to award contract to NJEDge.Net for renewal of annual membership and associated network services in the amount of \$175,584.60 for fiscal year 2022.
- Tab #7:** Resolution #2021-138-07, A Resolution to award a contract to NJEDge.Net for access to select databases, journals and e-books through the Virtual Academic Library Environment of New Jersey (VALE-NJ) in the amount of \$56,182.76 for fiscal year 2022.
- Tab #8:** Resolution #2021-138-08, A Resolution to award a contract to Ivy.ai, Inc. for chatbot software and support services in the amount of \$71,000.00 for a three-year agreement.
- Tab #9:** Resolution #2021-138-09, A Resolution to approve a contract extension with Looney Advertising and Branding to provide digital marketing services in an amount not to exceed \$100,000.00 for fiscal year 2022.

- Tab #10:** Resolution #2021-138-10, A Resolution authorizing participation in the Somerset County Cooperative Pricing System to utilize for various purchasing needs of the College.
- Tab #11:** Resolution #2021-138-11, A Resolution to approve the purchase of three (3) Solar Tech Messaging Boards from Garden State Highway Products, Inc. in the amount of \$85,037.10.
- Tab #12:** Resolution #2021-138-12, A Resolution to approve the purchase of two (2) Kubota utility vehicles from Cherry Valley Tractor Sales in the amount of \$36,945.18.
- Tab #13:** Resolution #2021-138-13, A Resolution to award a contract to Landscape Forms for the purchase of furniture and other outdoor items for the Mt. Laurel campus in the amount of \$89,152.72.
- Tab #14:** Resolution #2021-138-14, A Resolution to award a contract to CDW Government for Adobe Creative Cloud licenses in the amount of \$46,243.20.

Chair Nyikita invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 14, as recommended by the Finance/Facilities Committee. With a motion by Trustee Mickey Quinn and a second by Trustee Jim Anderson, the Board approved Resolutions 1 through 14, with all in favor and none opposed.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-01

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

None

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held virtually on Tuesday, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-02

TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a hosting agreement with **Comevo, Inc.**, to purchase Software for managing its training/orientation module(s) for the Student Success Department, for a one-year term, in the amount of \$24,500.00.

To approve a professional consultant contract with **Galdan Enterprises, LLC dba/Connection School of Real Estate** for NJ Salesperson 75-hour Pre-Licensing for the Professional Development Department, for the term July 1, 2021 through June 30, 2022, in an amount of \$16,875.00.

To approve an agreement with **Condensed Curriculum International** for an Educational Services, Classroom & eLearning Career Titles, with the intent to collaborate to offer certain Allied Health training and education titles.

To approve a Master Hosted Service Agreement with **Campus Kaizen, LLC**, for the purchase of software licenses fee for Guardian software and installation, application support and upgrades, with annual usage fee, for the Student Services Department, for a term of one year, July 1, 2021 through June 30, 2022, in an amount of \$7,000.00.

To approve a License Agreement between Rowan College at Burlington County and **MaineHealth** to use A Matter of Balance/Lay Leader Model to train RSVP – LIFE volunteer lay leaders to serve as MOB Coaches.

To approve a Clinical Site Agreement between Rowan College at Burlington County and the **Pemberton Township School District** to provide clinical training and instruction through an educational program in Associate Degree Nursing to educate individuals to become Nurses, for the term June 1, 2021 through May 31, 2024.

FOR RATIFICATION:

To ratify an amendment with **McGraw-Hill** for the Unlimited Aleks Placement, Preparation and Learning Pilot, awarded an amount of \$3,000.00, on April 20, 2021 Board Meeting, increasing the amount by \$3,000.00, for a new total amount of \$6,000.00.

To ratify a Memorandum of Understanding between Rowan College at Burlington County (RCBC) and **Passaic County Community College (PCCC)**, to develop a partnership to deliver academic programming leading to an Associate in Applied Science in Health Information Technology, for the Student Success Department, for students successfully completing the Partnership Program. The 1 + 1 Partnership Program will consist of general education by PCCC and professional courses by RCBC to provide a sound foundation for entry into the field of Health Information Management.

To ratify a professional consultant contract with **Burlington Institute of Technology**, for an Advanced Manufacturing Machinist Program for FY21, July 1, 2021 through June 30, 2022, under a Shared Services Agreement, for the Professional Development Department.

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

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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-03

ADOPTION/AFFIRMATION OF CERTAIN BOARD POLICIES

WHEREAS, the Board requested that College administrative staff, along with counsel, review existing Board Policies and provide advice and recommendations regarding said policies; and

WHEREAS, at its request, the College has provided the Board with certain draft and amended policies; and

WHEREAS, the various Committees of the Board have undertaken a review of the proposed policies and have recommended that the proposed policies be affirmed, which may require the modification of certain existing policies; and

WHEREAS, the Board concurs with the recommendations of the various Committees and has determined to take formal action with respect thereto;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021, that:

1. The policy attached hereto and incorporated herein by reference be approved and adopted as written.
2. Be it further resolved that the policy attached hereto is effective July 1, 2021.
3. Be it further resolved that the College is authorized to do all things legal and proper to finalize College policies in accordance with the attached, including incorporating any amendments or modifications of existing policy.

BOARD POLICY UPDATE

	Policy No.	Title
1	202	Academic Policies of the College

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

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George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-04

**TO APPROVE 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 \$213,579.75
FOR FISCAL YEAR 2022**

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, 2022; and

WHEREAS, in exchange for extending the existing contract by one additional year **Blackboard, Inc.** has offered certain additional services not previously contracted and significant financial incentives to the college which will assist in mitigating additional costs that would have otherwise been incurred due to the circumstances surrounding the pandemic; 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 award a contract 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 Acting President

recommends the award of this contract 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 18th day of May 2021, that an amended contract be approved and payment may be made to **Blackboard, Inc.** in the of amount of **\$213,579.75** for fiscal year 2022; 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 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said payment is **\$213,579.75** annually. 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*******

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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**TO ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-05

**TO AWARD A CONTRACT EXTENSION TO 360 TRANSLATIONS
INTERNATIONAL INC. TO PROVIDE INTERPRETING SERVICES IN THE
AMOUNT OF \$70,000.00, ON A BILLABLE HOURLY BASIS,
FOR FISCAL YEAR 2022**

WHEREAS, the College has a need to provide qualified interpreters to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communication with others; and

WHEREAS, the College's Board of Trustees approved a resolution at the May 19, 2020 meeting awarding a contract to **360 Translations International Inc.** to provide these services for a period of one (1) year and the contract contained language that would allow for it to be extended for one additional year by mutual agreement; and

WHEREAS, our current contract expires on June 30, 2021; and

WHEREAS, it has been determined that **360 Translations International Inc.** has the experience and expertise to continue to provide these services to the College; and

WHEREAS, The American with Disabilities Act mandates that under Section 504 of the Rehabilitation Act, under Title II of the ADA, the responsibilities of public services and state and local governments which include L.E.A. (local educational agency); and

WHEREAS, the number of deaf or hard of hearing students continues to increase and so does the need for interpreting services; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5 (1)) it appears in the best interest of the College to award a contract to **360 Translations International Inc.**, 334 Lincoln Avenue North, Cherry Hill, NJ 08002; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5 (1)), the President recommends a contract be awarded to the following vendor: **360 Translations International Inc.**, 334 Lincoln Avenue North, Cherry Hill, NJ 08002;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021, that a contract be awarded to **360 Translations International Inc.** in the amount of **\$70,000.00**, on a billable hourly basis, for a twelve (12) month term.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the 2020 Operating Budget to pay for the contract between Rowan College at Burlington County and **360 Translations International Inc.**

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

1-42310-9701 (Student Support, Contracted Services)

Matthew Farr
Chief Operating Officer

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

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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-06

**TO AWARD A CONTRACT TO NJEDGE.NET FOR THE RENEWAL OF ANNUAL
MEMBERSHIP AND ASSOCIATED NETWORK SERVICES IN THE AMOUNT OF
\$175,584.60 FOR FISCAL YEAR 2022**

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, 2021– June 30, 2022) for a total of \$175,584.60 are as follows:

- Network Services - \$150,726.60
- NJEDge Membership - \$12,000.00
- VMWare software license and support - \$12,858.00

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 18th day of May 2021, that a contract be awarded to **NJEdge.net** in the amount of \$175,584.60.

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 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **NJEDge.Net**.

The money necessary to fund said contract is **\$175,584.60** 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*******

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5 Jamie Martin								5
6 Dorion Morgan								6
7 George Nyikita, 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								

George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-07

**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 THE AMOUNT OF \$56,182.76 FOR FISCAL YEAR 2022**

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 18th day of May 2021, that a contract be awarded to **NJEDge.net (VALE-NJ)** in the amount of **\$56,182.76** for fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 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 **\$56,182.76**. 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 virtually on Tuesday, May 18, 2021**, 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 George Nyikita, 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								

George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-08

**TO AWARD A CONTRACT TO IVY.AI, INC. FOR CHATBOT SOFTWARE AND
SUPPORT SERVICES IN THE AMOUNT OF \$71,000.00 FOR A THREE-YEAR
AGREEMENT**

WHEREAS, RCBC strives to provide the highest level of personal attention and ultimately create a stellar student experience with tools and encouragement for success; and

WHEREAS, by including the **IVY.AI** chatbot in the overall student experience, RCBC will improve customer service response time as well as the accuracy and consistency of responses. Simultaneously, RCBC will experience a significant reduction (30-60%) in inquiry volume, freeing up staff for more value accretive activities; and

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, as well as act as a Cooperative; and

WHEREAS, in accordance with the New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq and Rules, N.J.A.C.5:34-7.1 et seq., as well as N.J.S.A. 18A:64A-25.10, which allows two or more colleges to enter into a joint purchasing agreement; 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, **IVY.AI** completed and submitted a Business Entity Disclosure Certification which certifies that **IVY.AI** 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 **IVY.AI** 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., N.J.S.A. 18A:64A-25.5(19) and N.J.S.A. 18A:64A-25.10, it appears in the best interest of the College to award a contract to **IVY.AI**, PO Box 1127, Boulder, CO 80306;

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-25.5(19) and N.J.S.A. 18A:64A-25.10, the President recommends the award of this contract to the following vendor: **IVY.AI**, PO Box 1127, Boulder, CO 80306;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021, that a contract be awarded to **IVY.AI** in the amount \$71,000.00 for a three-year agreement.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Title III Grant Budget to pay for the contract between Rowan College at Burlington County and **IVY.AI**.

The money necessary to funds said contract in the amount of **\$71,000.00**. 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:

3-24167-9504 (Title III Grant, Computer Software)

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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-09

**TO APPROVE A CONTRACT EXTENSION WITH LOONEY ADVERTISING AND
BRANDING TO PROVIDE DIGITAL MARKETING SERVICES IN AN AMOUNT NOT
TO EXCEED \$100,000.00 FOR FISCAL YEAR 2022**

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's Board of Trustees approved a resolution at the June 16, 2020 meeting awarding a contract to **Looney Advertising and Branding** to provide these services for a period of one (1) year and the contract contained language that would allow for it to be extended for one additional year by mutual agreement; and

WHEREAS, our current contract expires on June 30, 2021; and

WHEREAS, it appears that **Looney Advertising and Branding** has the experience and expertise to provide these services; 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 and 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 and 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 18th of May 2021 that a contract will be awarded to **Looney Advertising and Branding** in an amount not to exceed \$100,000.00 for fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 Operating budget to pay for the contract between Rowan College at Burlington County and to **Looney Advertising and Branding**; and

The money necessary to fund said contract is **\$100,000.00**. 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)

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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-10

**AUTHORIZING PARTICIPATION IN THE SOMERSET COUNTY COOPERATIVE
PRICING SYSTEM TO UTILIZE FOR VARIOUS PURCHASING
NEEDS OF THE COLLEGE**

WHEREAS, the College desires to become a member of the Somerset County Cooperative Pricing System, #2-SOCCP, for the purpose of utilizing the purchasing power of the cooperatives various contracts; and

WHEREAS, that such membership shall be for the period ending December 31, 2023 and each renewal, thereafter of the system, unless the College elects to formally withdraw from the system; and

WHEREAS, the cooperative will be facilitated by the Somerset County which was formed to provide an instrument for the public-school districts, counties, municipalities, state universities, college and county colleges to combine purchasing power and realize savings to benefit the participating institutions; and

WHEREAS, in accordance with the New Jersey Local Public Contracts Law N.J.S.A. 40A:11-1 et seq and Rules, N.J.A.C.5:34-7.1 et seq., as well as N.J.S.A. 18A:64-25.10, which allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, the College intends to continue participation in the Cooperative with the goal of improving efficiency through the use of a shared system; and

WHEREAS, the College anticipates realizing material savings as compared to the cost of the individual based bids;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021, that the Board hereby authorizes and directs the appropriate officials of the College to participate in the Somerset County Cooperative Pricing System, #2-SOCCP.

*******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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-11

**TO APPROVE THE PURCHASE OF THREE (3) SOLAR TECH MESSAGING
BOARDS FROM GARDEN STATE HIGHWAY PRODUCTS, INC.
IN THE AMOUNT OF \$85,037.10**

WHEREAS, the College has a need to purchase three (3) Solar Tech messaging boards; and

WHEREAS, these messaging boards will be used by the college's facilities, public safety and communications departments to support messaging needs for campus events, emergency situations, directional messaging, etc. both short and long term; and

WHEREAS, these messaging boards are included under a Somerset County Cooperative Pricing System contract (#CC-0099-19); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.10 and P.L. 2011, c139, it appears in the best interest of the College to ratify a contract with **Garden State Highway Products, Inc.**, 301 Riverside Drive, Millville, NJ 08332 (Somerset County Co-Op #CC-0099-19); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.10 and P.L. 2011, c139, the President recommends a contract be ratified with the following vendor: **Garden State Highway Products, Inc.**, 301 Riverside Drive, Millville, NJ 08332 (ESCNJ Co-Op #65MCESCCPS);

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 18th day of May 2021, to ratify a purchase from **Garden State Highway Products, Inc.** in the amount of **\$85,037.10**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the CRRSA Grant funds budget to pay for the contract between Rowan College at Burlington County and **Garden State Highway Products, Inc.**

The money necessary to fund said contract is **\$85,037.10**. 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:

3-26707-9506 (CRRSA Grant/ Furniture & 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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-12

**TO APPROVE THE PURCHASE OF TWO (2) KUBOTA UTILITY VEHICLES FROM
CHERRY VALLEY TRACTOR SALES IN THE AMOUNT OF \$36,945.18**

WHEREAS, the College has a need to purchase two (2) Kubota utility vehicles; and

WHEREAS, these utility vehicles will be used by the college's facilities to support outdoor campus maintenance, events and emergency situations both short and long term; and

WHEREAS, these vehicles are included under the Educational Services Commission of New Jersey cooperative contract (#65MCECCPS); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.10 and P.L. 2011, c139, it appears in the best interest of the College to ratify a contract with **Cherry Valley Tractor Sales**, 35 W. Route 70, Marlton, NJ 08053 (ESCNJ Co-Op #65MCECCPS); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.10 and P.L. 2011, c139, the President recommends a contract be ratified with the following vendor: **Cherry Valley Tractor Sales**, 35 W. Route 70, Marlton, NJ 08053 (ESCNJ Co-Op #65MCECCPS);

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 18th day of May 2021, to ratify a purchase from **Cherry Valley Tractor Sales** in the amount of **\$36,945.18**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Minor Capital Plant funds budget to pay for the contract between Rowan College at Burlington County and **Cherry Valley Tractor Sales**.

The money necessary to fund said contract is **\$36,945.18**. 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:

6-05095-9835 (Minor Capital/Transportation 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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-13

**TO AWARD A CONTRACT TO LANDSCAPE FORMS FOR THE PURCHASE OF
FURNITURE AND OTHER OUTDOOR ITEMS FOR THE MT. LAUREL CAMPUS
IN THE AMOUNT OF \$89,152.72**

WHEREAS, the College has a need to purchase furniture and other outdoor items for the Mt. Laurel campus; and

WHEREAS, the College's facilities and purchasing departments worked to identify furniture lines available under New Jersey State Contract and the qualified distributors that would be able to provide these lines in order to meet the College's needs; and

WHEREAS, the **Landscape Forms** was identified as the manufacturer that could provide the necessary items for this project; and

WHEREAS, these products and services are available under New Jersey State Contract (#A81429); 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 **Landscape Forms**, 7800 E. Michigan Avenue, Kalamazoo, MI 49048-9543 (#A81429); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends a contract be awarded to the following vendor: **Landscape Forms**, 7800 E. Michigan Avenue, Kalamazoo, MI 49048-9543 (#A81429);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021, to award a contract to **Landscape Forms** in the amount of \$89,152.72.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the CRRSA Grant funds budget to pay for the contract between Rowan College at Burlington County and **Landscape Forms**.

The money necessary to fund said contract is **\$89,152.72**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

3-26707-9506 (CRRSA Grant, Furniture & 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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-14

**TO AWARD A CONTRACT TO CDW GOVERNMENT FOR ADOBE CREATIVE
CLOUD LICENSES IN THE AMOUNT OF \$46,243.20**

WHEREAS, the College has a need renew 250 Adobe Creative Cloud licenses for students and 55 for employees. The licenses are required in order to assign application licenses to those students participating in various graphic design, photography, fashion, and entertainment technology courses allowing them to access and utilize the required course software on their personal computers in order to participate in Distance Learning courses; and

WHEREAS, these services are included under New Jersey State Contract (#M0003/89849); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **CDW Government**, 75 Remittance Drive, Suite 1515, Chicago, Illinois 60675-1515 (New Jersey State Contract #M0003/89849); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **CDW Government**, 75 Remittance Drive, Suite 1515, Chicago, Illinois 60675-1515 (New Jersey State Contract #M0003/89849);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of May 2021 to award a contract to **CDW Government** in the amount of \$46,243.20.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2022 Operating budget and CRRSA Institutional Aid Grant budget to pay for the contract between Rowan College at Burlington County and **CDW Government**

The money necessary to fund said contract is **\$46,243.20**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

3-26707-9463 (CRRSAA Grant/ Computer Software)

1-00800-9601 (Information Systems/ 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, May 18, 2021** 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 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met virtually on Wed., May 12, 2021, 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 Tabs 15 and 16 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #15: Resolution #2021-138-15, A Resolution approving personnel actions for Rowan College at Burlington County.

Tab #16: Resolution #2021-138-16, A Resolution to approve a one (1) year extension to the Memorandum of Agreement by and between the Board of Trustees of Rowan College at Burlington County and the Rowan College at Burlington County Support Staff Association covering the period of July 1, 2021 through June 30, 2022.

Chair Nyikita requested a motion to move Tabs 15 and 16, as recommended by the Personnel Committee. With a motion by Trustee James Kerfoot, and a second by Trustee Mickey Quinn, the Board approved Resolutions 15 and 16 with all in favor and none opposed.

Chair Nyikita thanked the Support Staff Association for their cooperation on the extension of this agreement. It helps the College in a lot of ways and the employees as well. President Cioce also extended his thanks to the Support Staff Association President, Ms. Donna Podolski, for approaching the College with this opportunity. It keeps everyone in a good, healthy position entering the fiscal year and it gives cost certainty to the institution, and salary certainty to the membership. He thanked Ms. Podolski for her leadership and willingness to work with the College on this extension.

There were no questions.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-15

**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;

Chloe DeVries as PT Public Safety Officer at \$14/hour;
Kelly Nino as Instructor, Nursing at \$60,000;
Kelly Otis as Director of Outreach & Admissions at \$75,000; 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;

Floricia Milea as FT Custodian at \$27,188;
Victor Milea as FT Custodian at \$27,188;
Basil Samuels as FT Custodian at \$27,188;
Nicole Kuski as Facilities Coordinator at \$43,000;
Emily Kotsifas as FT Public Safety Officer at \$30,299;
Jeanette Marren as FT Public Safety Officer at \$30,299;
Charles Hess as FT Public Safety Officer at \$30,299; and

Salary Adjustments

Matthew Walsh as PT Accounting Bookkeeper at \$17/hour; and

Title Changes

Olivia Diehl Reed as PT Coordinator, LIFE & Community Enrichment, WDI;
Sheila Williamson as PT Coordinator, LIFE & Community Enrichment, WDI;
Lisa Schlosser as PT Coordinator, LIFE & Community Enrichment, WDI;
Richard Repas, EMT Instructor/Trainer, Health Sciences; 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;
Lucci, Allison; and

Adjuncts, Liberal Arts;
Scanlon, James; Caputo, Anne; Wohlrab, Charles; and

Adjuncts, Nursing and Health Sciences;
Fadden, Jennifer; and

Part-Time Trainers;
None; 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;

Luiza Abbamante, EOF Secretary, EMSS;
Jocelyn Smalls, Secretary, STEM;
Ellen Dea, Technical Paraprofessional, Library;
Holly DeLeo, Adjunct, Liberal Arts;
Dorothea Soderstrom, Adjunct, STEM;
Clifford Omar Simpson, PT Academic Advisor, EMSS;
Michelle Drangula, EMT Classroom Aide, Health Sciences;
Philip Drangula, EMT Instructor/Trainer, Health Sciences;
Thomas Eppler, EMT Instructor/Trainer, Health Sciences;
Roshni Ladden, Coordinator of NJ Stars, EMSS;
Dragana Stankovic, PT Custodian, Facilities;
Stephen Guinto, PT Custodian, Facilities;
Anthony Romani, PT Custodian, Facilities;
Gloria Clauss, EMT Paramedic Trainer, Health Sciences; 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;

Ashley Affourtit, EMSS, Sick Pool Extension 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;

RSVP Coordinator;
Life Coordinator; 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 18th day of May 2021, 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 virtually on Tuesday, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-16

**TO APPROVE A ONE (1) YEAR EXTENSION TO THE MEMORANDUM OF
AGREEMENT BY AND BETWEEN
THE BOARD OF TRUSTEES OF ROWAN COLLEGE at BURLINGTON COUNTY
AND
THE ROWAN COLLEGE at BURLINGTON COUNTY SUPPORT STAFF
ASSOCIATION
COVERING THE PERIOD OF JULY 1, 2021 THROUGH JUNE 30, 2022**

WHEREAS, the Rowan College at Burlington County Board of Trustees and the Rowan College at Burlington County Support Staff Association have reached a collective bargaining agreement for a one (1) year extension to the existing Memorandum of Understanding; and

WHEREAS, this one (1) year extension to the Memorandum of Understanding was negotiated and drafted by the College and Support Staff Association representatives; and

WHEREAS, this Agreement represents a complete and final understanding between the Rowan College at Burlington County Board of Trustees and the Rowan College at Burlington County Support Staff Association, for a one (1) year extension period commencing July 1, 2021 through June 30, 2022; and

WHEREAS, the Board of Trustees has the authority to determine such rates to be paid to its employees in accordance with P.L. 1982 c. 189(C.18A:64A-12f); and

NOW, THEREFORE, be it resolved by the Trustees of the College, now assembled in public session this 18th day of May 2021, to approve the Memorandum of Agreement by and between the Rowan College at Burlington County Board of Trustees and the Rowan College at Burlington County Support Staff Association for a one (1) year extension period commencing July 1, 2021 through June 30, 2022.

*******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, May 18, 2021**, 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 George Nyikita, 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								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

- C. **Academic Committee:** Committee Chair Jamie Martin reported that the Academic Committee met virtually on Tuesday, May 11, 2021, at 2:00PM, and the Committee discussed the action item coming up for approval. Committee Chair Martin was traveling and she asked Chair Nyikita to read the resolution for the Board.

Chair Nyikita agreed and proceeded with a review of Tab 17 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #17: Resolution #2021-138-17, 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 \$80,000 for fiscal year 2022.

Chair Nyikita requested a motion to move Tab 17, as recommended by the Academic Committee. With a motion by Trustee Raymond Marini, and a second by Trustee James Kerfoot, the Board approved Resolution 17 with all in favor and none opposed.

Chair Nyikita called on Dr. David Spang, Senior Vice President and Provost, to provide an academic update. Dr. Spang shared the following:

The Academic Committee discussed the 3 + 1 program and partnership with Rowan University. We have a very robust 3 + 1 program, with nearly 2,000 students in the program. We continuously look for new programs to add to 3 + 1 for upcoming juniors and seniors. Our stable programs, Rowan University, and our 3 + 1 program, is a model that's being adopted by other community colleges across the State.

Chair Nyikita thanked Dr. Spang. He invited questions and there were none. This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 18, 2021**

RESOLUTION #2021-138-17

**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
\$80,00.00 FOR FISCAL YEAR 2022**

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 Amazon as one of five hundred premier training providers to provide training 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 18th day of May 2021, that a contract be awarded to **Broward College** in an amount not to exceed **\$80,00.00** for fiscal year 2022; 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 2022 Auxiliary Budget to pay for the contract between Rowan College at Burlington County and **Broward College**.

The money necessary to fund said contract is **\$80,00.00.00** 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, May 18, 2021** 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 Stephanie Berdugo-Hernandez							2
3 Kevin Brown							3
4 Kelly A. Grant							4
5 James Kerfoot, Vice Chair							5
6 Raymond Marini							6
7 Jamie Martin							7
8 Dorion Morgan							8
9 George Nyikita, Chair							9
10 Gino Pasqualone							10
11 Mickey Quinn							11
12 Robin Walton							12
13 Anthony Wright							13
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting							

George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

COMMENTS FROM THE PUBLIC

Chair Nyikita invited comments from the public and there were none.

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

COMMENTS FROM THE BOARD

Chair Nyikita invited comments from the Board of Trustees. Trustee Dorion Morgan congratulated Ms. Comegys and wished her the best in the next phase of her life.

OTHER BUSINESS

There was no other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session. There was no need for an Executive Session. With no further business, Trustee James Kerfoot made the motion, second by Trustee Mickey Quinn, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:00 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd