

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, May 21, 2019

**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 5:32PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson, Mr. Christopher Brown (by phone), Dr. James Kerfoot, Ms. Renee Liciaga, Mr. Daryl Minus-Vincent, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn

Board Absent: Mr. Kevin Brown, Ms. Jamie Martin, Mr. Dorion Morgan, Ms. Heather Casparro

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Cathy Briggs, Mr. Thomas Czerniecki, Mr. Andrew Eaton, Mr. Matthew Farr, Ms. Erica Franklin, Dr. Martin Hoffman, Ms. Rosemary Kelleher, Mr. James Lawless, Mr. Mark Meara, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Ms. Danial Qaiser (Student Worker), Dr. Anita Rudman, Ms. Samantha Russell, Dr. David Spang, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Mr. William Burns (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 2, 2018, 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 Web site, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk."

MINUTES

Chair George Nyikita announced that approval of the public minutes for the April 9, 2019 Board Meeting will be deferred to the June 2019 Board Meeting.

REPORTS

1. President's Report:

- The President's Report was presented in written form to the Board, which included news and events from April 10, 2019 to May 21, 2019.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Director Andrew Eaton was presented in written form to the Board for the period April 1, 2019 to May 13, 2019.
- President Michael Cioce made the following announcements in addition to the written reports provided in the Board packet:
 - 1) We celebrated Commencement last week on May 16 and 17, 2019. President Cioce thanked all of the Trustees for their attendance and participation. He also thanked the staff involved in making this event, which takes months of planning, appear effortless. The 1,300 graduates, Valedictorian, President's Award recipients, and stories that emerged, were just amazing. President Cioce recognized Trustee Liciaga's attendance at several College events over the last few weeks. The event was wonderful, and Whole Foods was extremely generous in catering three ceremonies over two days.
 - 2) Dr. Cioce thanked the academic leadership, Dr. Spang, and Academic Deans for all of their work to ensure compliance with the Office of the Secretary on Higher Education's mandate of 60 credit Associate degrees, as referenced in Tab 13 for the Board's approval this evening.
 - 3) Also, the Governor of New Jersey, Mr. Phil Murphy, will be on campus Thursday, May 23, 2019, in support of the Community College Opportunity Grant (CCOG) expansion. The grant allows households, students with adjusted gross income of less than \$45,000 a year, to receive last dollar grant scholarships that allow students to attend RCBC free. We were originally not included in the pilot that launched this Spring, but they later identified funding for the six schools that were omitted. We are in the process of awarding all eligible students and hoping this makes the budget cut for July 1.
 - 4) President Cioce thanked the Board for their support. It has been 365 days or so, a full academic year, that he has served as President of RCBC. He thanked the Board for the support they have provided to him personally and to the institution through their time and expertise.

5) The Safe Colleges training is due on May 30, 2019.

There were no questions and 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 on Tues., May 14, 2019, and the Committee discussed various contract and financial-related matters.

This concluded the Board Finance and Facilities Report. Chair Nyikita 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 #2019-141-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2019-141-02, A Resolution to approve and ratify contracts.
- Tab #3:** Resolution #2019-141-03, A Resolution to reaffirm the qualified list of collection agencies to be used by the College Office of Student Accounts for fiscal year 2020.
- Tab #4:** Resolution #2019-141-04, A Resolution to award a contract extension to Nelnet Business Solutions, Inc. for the provision of electronic refunding services, payment plans and online payment processing for fiscal year 2020.
- Tab #5:** Resolution #2019-141-05, A Resolution to award a contract to NJEDge.Net for renewal of annual membership and associated network services in the amount of \$178,226.85 for fiscal year 2020.
- Tab #6:** Resolution #2019-141-06, A Resolution to approve the amendment of the College's Next Generation Educational Technology (NGET) Project.
- Tab #7:** Resolution #2019-141-07, 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 2020.
- Tab #8:** Resolution #2019-141-08, A Resolution to award a contract to BSN Sports, LLC for the purchase of athletic uniforms in an amount not to exceed \$85,000.00.
- Tab #9:** Resolution #2019-141-09, A Resolution to award a contract extension to 360 Translations International Inc. to provide interpreting services, in the amount of \$80,000.00 for fiscal year 2020.

Chair Nyikita requested a motion to move Tabs 1 through 9, as recommended by the Finance/Facilities Committee. With a motion by Trustee James Anderson and a second by Trustee Gino Pasqualone, the Board approved Tabs 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 21, 2019**

RESOLUTION #2019-141-01

TO APPROVE AND RATIFY REQUESTED BUSINESS RELATED TRAVEL

APPROVE

David Peterson, Library Director – 5/30/2019 – 5/31/2019

To attend and participate on a panel at the New Jersey Library Association Conference.
Atlantic City, NJ - \$237.80

Lanzhen Tian, Information Specialist – 5/30/2019 – 5/31/2019

To attend and participate at the New Jersey Library Association Conference
Atlantic City, NJ - \$435.00

Dave B. Wilson, Sr., Program Coordination, STEM – 6/15/2019 – 6/19/2019

To attend the annual American Society for Engineering Educators Conference
Tampa, FL - \$2,859.67 (grant-funded)

Elaine Young, NSF Grant Program Coordinator, STEM – 6/15/2019 – 6/19/2019

To attend the annual American Society for Engineering Educators Conference
Tampa, FL - \$2,288.04 (grant-funded)

Anthony Cascio, Interim Director of Paramedic Sciences – 5/30/2019 – 6/2/2019

Annual conference to get updates and learn best practices on accreditation for the paramedic sciences program.

Louisville, KY - \$2,116.00

Laura Skrable, Nursing – 6/9/19 – 6/12/19

NLN 2019 Leadership Program for Simulation Educators
Washington, DC - \$1,195.50 (grant-funded)

Lois Aaronson, Adjunct, Dental Hygiene – 6/20/2019 – 6/23/2019

American Dental Hygienists Association Annual Conference
Louisville, KY - \$1,679.58

Faith Zimnes, Instructor, Dental Hygiene – 6/20/2019 – 6/23/2019

American Dental Hygienists Association Annual Conference
Louisville, KY - \$1,907.58

Dr. David Spang, Senior VP and Provost – 6/16/2019 – 6/19/2019

To present a paper at the American Society for Engineering Education (ASEE) Annual Conference.

Tampa, FL - \$1,951.75 (NSF grant-funded)

Joseph Rizzo, Criminal Justice Coordinator – 6/12/2019 – 6/13/2019

Middle Atlantic States Correctional Association Conference on Re-Entry of offenders into our communities. The conference would further enhance professional development in the field of Criminal Justice. I teach a course in Community Corrections, which focuses on alternatives to incarceration with a strong emphasis on reentry.

Washington, DC - \$710.20

RATIFICATION

John Scott, Director, NJ Transfer – 5/3/2019

Maryland Transfer Counselor Day

Bowie, MD - \$191.50

REIMBURSEMENT

Karen Bennett, RSVP Director – 5/7/2019 – 5/9/2019

RSVP/WDI – CNCS Grant National Training

Bethesda, MD - \$119.00

Heather Conger, Director of Athletics – 5/6/19 – 5/8/19

Region XIX Athletic Director Meetings

Atlantic City, NJ - \$319.62

Susan P. Scully, Director of Health Information Management – 4/27/19 – 5/2/19

American Academy of Professional Coders National Conference

Las Vegas, NV - \$212.24 due employee

Eileen Swaitkowski, Grants – 4/29/2019 – 5/02/2019

National Summit for Educational Equity

Washington, DC - \$322.26 due employee

Laura Skrable, Nursing – 2/10/19 – 2/12/19

NLN 2019 Leadership Program

Washington, DC - \$443.10 due employee

Barbara Weir, WDI – 3/23/19 – 3/25/19
National Association of Workforce Boards
Washington, DC - \$381.21 due employee

Stacy Hunt, WDI – 3/23/19 – 3/25/19
National Association of Workforce Boards
Washington, DC - \$356.74 due employee

Edith Corbin, Director of EOF – 4/14/2019 – 4/17/2019
Professional Development - Attendance at Tri-State Consortium of Opportunity Programs (NJ, NY, PA) Biennial Conference. Conference Presenter and Moderator.
Long Island, Uniondale, NY - \$145.37 due employee

Dr. Edem Tetteh, Dean of STEM – 4/09/2019 – 4/12/2019
2019 ABET Symposium
Dallas, TX - \$222.51 due employee

Jarrett Kealey, Dir of Advising and Retention – 3/13/2019 – 3/15/2019
NACADA Regional Meeting
Atlantic City, NJ - \$155.00 due employee

Aloysius Nagbe, STEM Faculty – 4/09/2019 – 4/13/2019
2019 ABET Symposium
Dallas, TX - \$299.60 due employee

Dr. Karen Archambault, Vice President EMSS – 2/24/19 – 2/26/19
2019 League for Innovation Conference (presenting)
New York, NY - \$314.66

Dr. Karen Archambault, VP of EMSS – 3/12/2019 – 3/15/2019
NACADA Regional Meeting – Required attendance as NACADA President and member of Board
Atlantic City, NJ - \$112.20

Andrew Eaton, Director of Public Safety – 4/16/2019 – 4/18/2019
College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$5.00 due employee

Tyler Conlin, Administrative Sergeant, Public Safety – 4/16/2019 – 4/18/2019
College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$43.40 due employee

Edmund Johnson, Captain, Public Safety – 4/16/2019 – 4/18/2019
College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$43.40 due employee

Edward Emrich, Sergeant, Public Safety – 4/16/2019 – 4/18/2019
College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$43.40 due employee

Mark Meara, CIO – 4/5/2019 – 4/10/2019
Ellucian Live 2019
New Orleans, LA - \$196.40 due employee

Lauren Brill, Director of Paralegal Program, Liberal Arts – 4/3/2019 – 4/7/2019
American Association for Paralegal Education Regional Conference
Chicago, IL - \$303.39

John Miller, WDI – 3/22/19 – 3/24/19
National Association of Workforce Boards
Washington, DC - \$332.12 due employee

Carriss LaBelle, WDI – 3/23/19 – 3/25/19
National Association of Workforce Boards
Washington, DC - \$286.32 due employee

Michael A. Cioce, President – 4/13/2019 – 4/16/2019
AACC 99th Annual Convention
Orlando, FL - \$247.84 due employee

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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 21, 2019**

RESOLUTION #2019-141-02

TO APPROVE AND RATIFY CONTRACTS

FOR APPROVAL:

To approve the WIOA Training Provider Agreement between the County of Camden and Rowan College at Burlington County to procure training providers through the New Jersey Department of Labor and Workforce Development.

To approve a TAACCT Grant Equipment/Property Bailment Agreement with Camden County College for the rental of a Mobile Machining lab. Trailer rental will cost \$5,000 for a period of three months.

To approve a Subscription Agreement with Fire Engine RED, Inc. for certain software applications and platforms in admissions operations at Rowan College at Burlington County for the term June 1, 2019 through May 31, 2020. Funded through the CCOG grant.

To approve a contract between the NJ Department of Labor and Workforce Development and Rowan College at Burlington County for the Opportunity Partnership Grant (OPG) for contract period May 1, 2019 to April 30, 2020 to identify employers who have a need for workers trained in the occupational field of advanced manufacturing. To offer a certificate and an industry-recognized certification credential for Computer Numeric Controlled (CNC) Operator/Machinist, endorsed and authorized by the National Institute of Metalworking Skills (NIMS) Level 1.

To approve an Affiliation Agreement with Weismann Children's Rehabilitation Center to establish the Associate Degree Nursing Program for the clinical phase of the program. The Agreement will be in effect for a period of two years from May 1, 2019 to April 30, 2021.

To approve an Affiliation Agreement with Our Lady of Lourdes Health Care Services Inc. to provide a clinical training program for students at either of their two acute care facilities.

To approve a Memorandum of Understanding between Rowan College at Burlington County and the International University of Grand-Bassam (IUGB), located in Grand-Bassam, Côte d'Ivoire, Ivory Coast, to support continued development of exchange of undergraduate and graduate students for short-term study and/or formal degree programs between RCBC and IUGB.

To approve an amendment to the Clinical Affiliation/Sponsorship Agreement with Virtua.

To renew an agreement between Virtua and Rowan College at Burlington County for the Virtua Recording Studio. Virtua provided a rental agreement for RCBC's Television production

students/faculty to utilize their Recording Studio in Marlton, New Jersey. The new term would begin June 1, 2019.

To approve a consultant contract for rental of ID Tech Summer Program, 900 East Hamilton Avenue, Suite 300, Campbell, CA, to rent Votta Hall, Room 148 for the purpose of the ID Tech Summer Program for the period June 18, 2019 through August 3, 2019.

FOR RATIFICATION:

To ratify a professional service contract between Rowan College at Burlington County and Mr. Randy Croce, 134 Somerfield Road, Woolwich, New Jersey, 08085 for DJ Music Services for the Fashion Department's Fashion Show on May 10, 2019, for an amount of \$400.00.

*******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 21, 2019**

RESOLUTION #2018-141-03

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

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

WHEREAS, the College's Board of Trustees approved a resolution at the May 22, 2018 meeting approving the qualified list of debt collection agencies 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, 2019; and

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

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

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

NOW THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 21st day of May 2019, authorizes the College to approve the list of qualified debt collection agencies to work with the Office of Student Accounts at the College to collect bad debt, on behalf of the College, for the contracted period.

**COLLECTION AGENCIES – FY20 – Pre-Qualified
July 2019 – June 2020**

AR Resources, Inc.
1777 Sentry Parkway West
Merion Towle Building #101
Blue Bell, PA 19422
(866) 804-5501

HS Financial Group
25651 Detroit Road
Suite 203
Cleveland, Ohio 44145
(888) 774-0272

*******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 21, 2019**

RESOLUTION #2019-141-04

**TO AWARD A CONTRACT EXTENSION TO NELNET BUSINESS SOLUTIONS, INC.
TO PROVIDE ELECTRONIC REFUNDING SERVICES, PAYMENT PLANS AND
ONLINE PAYMENT PROCESSING FOR THE COLLEGE IN FISCAL YEAR 2020**

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

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

WHEREAS, the College's Board of Trustees approved a resolution at the May 22, 2018 meeting awarding a contract to **Nelnet Business Solutions, 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, 2019; and

WHEREAS, it appears that **Nelnet Business Solutions, Inc.** has the experience and expertise to provide these services; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.4, it appears in the best interest of the College to award a contract extension to **Nelnet Business Solutions, Inc.**, 121 South 13th Street, Suite 201, Lincoln, NE 68508; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.4, the President recommends a contract extension be awarded to **Nelnet Business Solutions, Inc.**, 121 South 13th Street, Suite 201, Lincoln, NE 68508; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of May 2019, that a contract extension be awarded to **Nelnet Business Solutions, Inc.** for fiscal year 2020.

*******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 21, 2019**

RESOLUTION #2019-141-05

**TO AWARD A CONTRACT TO NJEDGE.NET FOR THE RENEWAL OF ANNUAL
MEMBERSHIP AND ASSOCIATED NETWORK SERVICES IN THE AMOUNT OF
\$178,226.85 FOR FISCAL YEAR 2020**

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 statewide 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, 2019– June 30, 2020) for a total of \$178,226.85 are as follows:

- Network Services - \$153,837.60
- NJEDge Membership - \$12,000.00
- VMWare software license and support - \$12,389.25

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

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of May 2019, that a contract be awarded to **NJEdge.net** in the amount of \$178,226.85.

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, Thomas Czerniecki, Sr. Vice President Operations and Administration, do hereby certify that adequate funds are available in the Fiscal Year 2020 Operating Budget to pay for the contract between Rowan College at Burlington County and **NJEdge.Net**.

The money necessary to fund said contract is **\$178,226.85**. 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)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
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8 Dorion Morgan								8
9 George Nyikita, Chair								9
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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 21, 2019**

RESOLUTION #2019-141-06

**TO APPROVE AN AMENDMENT OF THE COLLEGE'S NEXT GENERATION
EDUCATIONAL TECHNOLOGY (NGET) PROJECT**

WHEREAS, on March 19, 2013, the Board of Trustees (the "Board") of Rowan College at Burlington County (the "College") approved the undertaking, implementation and financing of the Next Generation Educational Technology project (the "NGET Project"); and

WHEREAS, in order to finance the costs of the NGET Project, the College, with the approval of the Board, applied for, and was awarded a grant in the amount of \$1,427,852 pursuant to the Higher Education Equipment Leasing Fund Act, N.J.S.A.18A:72A-40 et seq. (the "ELF Grant"); and

WHEREAS, utilizing available ELF grant funds achieved as a result of obtaining lower pricing on the NGET project technology equipment purchases originally proposed, the College is purchasing additional equipment including the specific substituted equipment, and accordingly wishes to approve the substitution application of ELF Grant in accordance with the amended NGET Project;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of May 2019, the designated ELF grant officers of the College are authorized and directed to apply the ELF Grant to the costs and implementation of the NGET Project as amended by this resolution. Board is authorizing the College to add additional equipment to the NGET project, utilizing available approved grant funds achieved as a result of obtaining lower pricing on the equipment purchases originally proposed in its form of the ELF application.

BE IT FURTHER RESOLVED, that no further approvals by the Board are necessary to implement this Resolution.

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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 21, 2019**

RESOLUTION #2019-141-07

**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 2020**

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 19, 2018 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, 2019; 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 21st of May 2019 that a contract will be awarded to **Looney Advertising and Branding**, 7 North Mountain Avenue Montclair, NJ 07042 in an amount not to exceed \$100,000.00.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2020 Operating budget to pay for the contract between Rowan College at Burlington County and to **Looney Advertising and Branding**, 7 North Mountain Avenue Montclair, NJ 07042; 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)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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 21, 2019**

RESOLUTION #2019-141-08

**TO AWARD A CONTRACT TO BSN SPORTS, LLC FOR THE PURCHASE OF
ATHLETIC UNIFORMS IN THE AMOUNT OF \$69,979.70**

WHEREAS, the College's athletic department has a need to replace the current uniforms for our athletic teams; and

WHEREAS, the athletic uniforms are replaced for all teams on a three-year cycle; and

WHEREAS, N.J.S.A. 18A:64-25.10 allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) is composed of the membership of the county colleges in New Jersey; and

WHEREAS, the Joint Purchasing Consortium (JPC) was formed to provide an instrument for the county colleges to combine purchasing power and realize savings to benefit the participating institutions; and

WHEREAS, Ocean County College is the designated entity for the purchase and responsible for soliciting and receiving bids for athletic uniforms and equipment and prepared a request for proposals pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several vendors of athletic uniforms and equipment and has executed a contract with the lowest qualified bidder, **BSN Sports, LLC**, for a maximum of twenty-four (24) months that began in October of 2018; and

WHEREAS, the College agrees to be bound by Ocean County Colleges execution of this agreement with the selected vendor in the same manner as if the College had individually executed said contract; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A: 64A-25.10), it appears in the best interest of the College to award a contract to **BSN Sports, LLC**, 1901 Diplomat Drive, Farmers Branch, TX 75234; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.10) the President recommends the award of this contract to the following vendor: **BSN Sports, LLC**, 1901 Diplomat Drive, Farmers Branch, TX 75234

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of May 2019, that a contract be awarded to BSN Sports, LLC in an amount not to exceed \$85,000.00 for the remainder for fiscal year 2019 and fiscal year 2020.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the fiscal year 2019 and 2020 budgets to pay for the contract between Rowan College at Burlington County and to **BSN Sports, LLC**, 1901 Diplomat Drive, Farmers Branch, TX 75234; and

The money necessary to fund said contract is not to exceed **\$85,000.00**. 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:

0-99015-9545 (Student Programs, Uniforms & Equipment)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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

**TO ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 21, 2019**

RESOLUTION #2019-141-09

**TO AWARD A CONTRACT TO 360 TRANSLATIONS INTERNATIONAL INC.
TO PROVIDE INTERPRETING SERVICES IN THE AMOUNT OF
\$80,000.00, ON A BILLABLE HOURLY BASIS,
FOR FISCAL YEAR 2020**

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 22, 2018 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, 2019; 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 21st day of May 2019, that a contract be awarded to **360 Translations International Inc.** in the amount of **\$80,000.00**, on a billable hourly basis, for a twelve (12) month term.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, 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 **\$80,000.00**. 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)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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: Chair Nyikita reported on behalf of Committee Chair Kevin Brown who was absent this evening:

The Personnel Committee met on Wed., May 15, 2019, to discuss various contracts and personnel issues.

Chair Nyikita proceeded with a review of Tabs 10 and 11 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #10: Resolution #2019-141-10, A Resolution approving personnel actions for Rowan College at Burlington County.

Tab #11: Resolution #2019-141-11, Ratification of Agreement by and between The Board of Trustees of Rowan College at Burlington County and The Rowan College at Burlington County Public Safety Officers Association covering the period of July 1, 2017 through June 30, 2022.

Chair Nyikita requested a motion to move Tabs 10 and 11, as recommended by the Personnel Committee. With a motion by Trustee James Kerfoot and a second by Trustee Renee Liciaga, the Board approved Resolutions 10 and 11 with all in favor and none opposed. There were no questions.

Chair Nyikita and President Cioce thanked Solicitor William Burns and Mr. Thomas Czerniecki, Senior Vice President of Administration and Operations, for all of their work in getting the contract with the Public Safety Officers Association completed. This is the second contract to get to the finish line in two months.

This concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 21, 2019**

RESOLUTION #2019-141-10

**RESOLUTION FOR 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;

Christopher Cooper as Instructor-Math at \$47,627;
Steven Kotowich as Instructor-Physics at \$47,627;
Ashley Brock as PT Custodian at \$11/hour;
Justin Green as Men's Assistant Basketball Volunteer Coach at \$0/hour;
John Bachalis as Reed Player at \$900;
Michael Pollock as Trombone Player at \$500;
Allison Wierzbicki as PT Advisor at \$13.50/hour;
Samantha Gonnelli as PT Advisor at \$19/hour;
Frank Rubino as Stationary Engineer at \$39,950;
Kevin Nuss as Head Men's Soccer Coach at \$11,000;
Teresa Dylinski as Custodian at \$25,467;
Jonathan Richmann as PT Custodian at \$11/hour;
Dennis Buyers as PT Custodian at \$11/hour;
Leon London as PT Custodian at \$11/hour;
Bethany Ruccolo as PT Information Specialist at \$16.50/hour;
Brooke Michael as PT Client Coordinator at \$15/hour;
Kailia Gerber as Employment Services Secretary at \$32,000; and

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

Christine Huffaker as Public Safety Officer II at \$29,000;
Dave Wilson as Electronic Engineering Technology Instructor at \$47,627;
Ashley Brock as FT Custodian at \$25,467;
Beth Haff as Student Specialist 1 at \$38,453;
Rachel Pieters as Electronic Resources Librarian at \$42,500;
Helen Carroll as PT Program Delivery Assistant at \$20/hour;
Brian Budden as Assistant Lead Groundskeeper at TBD based on retro salary increases;
Anna Shotzberger as PT Shelver/Circulation Desk at \$8.85/hour; 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;

Billmers, Elizabeth; Moorthy, Ravi; Kamal, Ali; and

Adjuncts, Liberal Arts;

Henson, Brian; Myers, Kristen; Applegate, Donald; and

Adjuncts, Nursing and Health Sciences;

Birnbaum, Mark; Bialoblocki, Constance; Tuete, Jean Marie; Johnson, Sasha;
Fletcher, Diane; Fiordaliso, Cynthia; Chase, Stacy; 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;

Barbara Stewart, Supervisor of Laboratories, STEM;
Laura Follmer, PT Test Proctor, Testing & Tutoring;
Joe Coleman, PT Test Tutor/Proctor, Testing & Tutoring;
Robert Williams, Custodian, Facilities;
Bin Xiao, PT Custodian, Facilities;
Veronica Cianfrano, Adjunct Liberal Arts;
Amanda Taylor, Adjunct, Liberal Arts;
Thomas Brower, Assistant Leads Groundskeeper, Facilities;
Thaddeus Drummond, Adjunct, Liberal Arts;
Paul Giovanni, Adjunct, STEM;

Michele Applegate, Student Services Generalist, Student Success;
Kathleen Dezottis, Lab Tech, STEM;
Patricia McGillen, Distance Education Assistant, Distance Education;
Lauren Digregorio, Lab Assistant, STEM;
Justina Nicita, Student Services Specialist, Registration;
Barbara Long, Head Aquatic Instructor, Aquatics; 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;

Colleen Spiehs, Health Sciences, Paid LOA;
Kevin Evans, Facilities, extended Paid LOA & Sick Pool;
Scott Abbamonte, Student Support, Intermittent Paid LOA;
Michael Barnardt, Facilities, extended Paid LOA;
Justina Nicita, Registration, Intermittent Paid LOA;
Luiza Abbamonte, EOF, Intermittent Paid LOA;
Robert Vigneau, Facilities, Sick Pool; 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 that the Board of Trustees, now assembled in public session this 21st day of May 2019, 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 Monthly **Meeting held on Tuesday, May 21, 2019** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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 21, 2019**

RESOLUTION #2019-141-11

**RATIFICATION OF AGREEMENT BY AND BETWEEN
THE BOARD OF TRUSTEES OF ROWAN COLLEGE AT BURLINGTON COUNTY
AND
THE ROWAN COLLEGE AT BURLINGTON COUNTY PUBLIC SAFETY
ASSOCIATION COVERING THE PERIOD OF
JULY 1, 2017 THROUGH JUNE 30, 2022**

WHEREAS, the Rowan College at Burlington County Board of Trustees and the Rowan College at Burlington County Public Safety Officers Association have reached a tentative collective bargaining agreement; and

WHEREAS, this Agreement represents a complete and final understanding between the Rowan College at Burlington County and the Rowan College at Burlington County Public Safety Officers Association, for a five (5) year period commencing July 1, 2017 through June 30, 2022; and

WHEREAS, the Burlington County Public Safety Officers Association will receive 1.85% increase effective July 1, 2017; 1.85% increase effective July 1, 2018; 1.95% increase effective July 1, 2019; 1.85% increase effective July 1, 2020; and 1.95% increase effective July 1, 2021; 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

WHEREAS, this resolution authorizes the College Solicitor and the President of Rowan College at Burlington County to sign this collective bargaining agreement with the Rowan College at Burlington County Public Safety Officers Association; and

NOW, THEREFORE BE IT RESOLVED, by the Trustees of the College, now assembled in public session this 21st day of May 2019, to approve the Ratification of Agreement by and between the Rowan College at Burlington County and the Rowan College at Burlington County Public Safety Officers Association for a five (5) year period commencing July 1, 2017 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 Monthly Meeting held on Tuesday, May 21, 2019 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								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: Dr. David Spang, Senior Vice President and Provost, reported on behalf of Committee Chair Jamie Martin, who was absent this evening. Dr. Spang announced that the Academic Committee met on Tuesday, May 14, 2019 and he provided the following updates:

- The RCBC/Rowan University 3 + 1 partnership: There are over 1,200 students enrolled in the 3 + 1 program. There are over 380 juniors and over 230 seniors. Students continue to do very well and by the end of August 2019, we will have graduated 117 students from the 3 + 1 program. The students are successful in transferring and finding employment in their desired fields. We are looking to expand and update the 3 + 1 offering, which will include a B.A. in Applied and Professional Communications, which is moving forward with Rowan University. There are also recent discussions with Rowan University, School of Earth and Environment, regarding environmental and sustainability programs.
- Middle States update: In terms of our Middle States accreditation, we submitted the institutional response to the Middle States Commission on Higher Education on May 6th. Dr. Spang recognized and thanked Dr. Anita Rudman for compiling all of the information following the site visit. We will receive a response from Middle States in June.
- On academic grants: The National Science Foundation grant team will head to Tampa on June 2nd to present a paper on the Mechanical Engineering Technology pathway and, specifically, report on the 3 + 1 model.
- We are also creating a Technology Advisory Committee. RCBC Dean of Learning Resources, Dr. Martin Hoffman, Sr. will chair that committee. The Committee will be tasked with addressing the emerging technology needs of the College as it relates to pedagogy and instructional delivery.
- The Academic Committee discussed the two resolutions submitted for the Board's approval this evening: One regarding the adjustment of academic degree programs to 60 credits. The State of New Jersey has created standards around having a set number of credits for Associate degrees, as well as for Baccalaureate degrees at four-year institutions. We adjusted approximately 55 Associate degrees to meet the 60-credit mark. However, in the legislation, there are exceptions allowable regarding certain programs for accreditation and licensing requirements that need more than 60 credits. They are submitting a resolution for approval by the Board for exception from the 60-credit standard for RCBC's Health Science programs. Due to the licensing requirements and the sequence of competencies needed to deliver, and the scope of those competencies, which include licensure, clinical and lab work, it is not possible to get those programs to the 60-credit mark. That is the sum of Tab 13, and Tab 12 is the deactivation of some programs at the college.

Chair Nyikita asked Dr. Spang to explain the deactivation process. Dr. Spang added the College has some programs with low enrollment. They made a judgement that we can serve the needs of the students without having those programs themselves. In some cases,

a few courses will remain, but in terms of enrollment they decided not to go forward with those programs.

Trustee Liciaga asked if the 60-credit requirement applies to the 3 + 1 programs or just Health Sciences. Dr. Spang indicated in terms of Resolution 13, this is separate and apart from 3 + 1, and only applies to Associate degree programs.

This concluded Dr. Spang's academic report and he invited Ms. Anna Payanzo Cotton, Vice President of Workforce Development and Lifelong Learning, to provide an update on Workforce Development for the Board:

- Workforce has an agreement with Camden County College for the rental of a mobile machining lab. This is related to one of the grants they were recently awarded, the Opportunity Partnership grant, which allows them to expand their training in the area of machining. They currently run programs jointly with BCIT at their Medford campus at the lab they jointly established. Their capacity is limited and our capacity to expand, in terms of the grant, is restricted by availability of the space there. Having the mobile machining lab for three months will offer additional sections of that training. The training is available to all colleges throughout the State. It was funded through federal grant dollars to Camden County, and through very reasonable rates we are able to partner with others.
- Through our Partnership Agreement with Virtua, we are adding some non-credit courses to the list. These are all jointly established and many offered through our various formats including credit and adult education opportunities at BCIT. Especially around Clinical Administrative Assistant and Administrative Medical Assistant, and building a central services technician program. The agreement allows for clinical placement and tuition reimbursement and support.
- Workforce provided a grants update. There is currently about \$3.7 million of grants that are currently being managed by the College, supporting various areas of operations. Also, over \$485,000 have been awarded as new grants over the course of this fiscal year and another \$854,000 that is pending.
- The Committee discussed non-credit enrollment and professional development online enrollment software. There have been approximately 1,300 students processed through this system that went live in December. It is open for summer enrollment and they are currently seeing 2:1 ratio of self-enrollment.
- Ms. Payanzo Cotton thanked the Foundation staff for their support during the Dress for Success program on May 2, 2019. There were 12 students and sponsorships from H & M and Rizzieri. The students received etiquette classes and learned about networking, among many other benefits to the rising graduates. She also thanked Trustee Liciaga and President Cioce for their participation.

- Ms. Payanzo Cotton invited the Board to attend Our Community Salutes, which took place at 6:00PM this evening in Votta Hall. This event also had a number of sponsors helping to make it possible. The event is an opportunity for us to honor graduating seniors who are committing to service in the armed forces.

Chair Nyikita invited questions on the Workforce Report. There were no questions and Mr. Nyikita proceeded with a review of Tabs 12 and 13 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #12: Resolution #2019-141-12, Termination of certain degree and certificate programs.

Tab #13: Resolution #2019-141-13, Approval for an exception to the New Jersey 60-credit maximum for Associate Degree Programs – for RCBC Health Science Associate Degree Programs

Chair Nyikita asked for a motion to move Tabs 12 and 13, as recommended by the Academic Committee. With a motion by Trustee James Kerfoot and a second by Trustee Daryl Minus-Vincent, the Board approved Resolutions 12 and 13, with all in favor and none opposed. There were no questions.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
May 21, 2019**

RESOLUTION #2019-141-12

TERMINATION OF CERTAIN DEGREE AND CERTIFICATE PROGRAMS

WHEREAS, Rowan College at Burlington County has decided to terminate the following degree and certificate programs effective with the fall 2019 semester:

AA.EDU	Education
AA.JOU	Journalism
AAS.PAS	Pastry Arts
AAS.RMT	Retail Management Technology
SPC.FHC	Family Helper Career Certificate; and

WHEREAS, in such instances, Section III.B. of the *Academic Issues Committee Manual 2018-2019*, issued by the New Jersey Presidents' Council requires that an institution deciding to terminate a program accomplish same by a resolution of the College's governing board; and

WHEREAS, this signed resolution will be sent to the Academic Issues Committee for its information;

NOW, THEREFORE, BE IT RESOLVED, by the Rowan College at Burlington County Board of Trustees, now assembled in public session this 21st day of May 2019, that the above-named AA.EDU, AA.JOU, AAS.PAS, AAS.RMT degree programs and SPC.FHC certificate program be terminated at Rowan College at Burlington County effective with the fall 2019 semester.

*******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 Monthly **Meeting held on Tuesday, May 21, 2019** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11

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

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
MAY 21, 2019**

RESOLUTION #2019-141-13

**APPROVAL FOR AN EXCEPTION TO THE NEW JERSEY
60-CREDIT MAXIMUM FOR ASSOCIATE DEGREE PROGRAMS -
FOR RCBC HEALTH SCIENCE ASSOCIATE DEGREE PROGRAMS**

WHEREAS, according to P.L. 2018, c.93, the State of New Jersey has established new credit hour standards for both the award of baccalaureate degrees from four-year public institutions of higher education and for the award of associate degrees from county colleges; and

WHEREAS, all New Jersey four-year public institutions of higher education and county colleges are required to be in compliance with these new standards by the Fall semester of 2019; and

WHEREAS, N.J.S.A. 18A:62-57(a) provides that the standard number of credits required for the award of an associate degree from a county college is 60 credit hours; and

WHEREAS, during the past academic year, RCBC has adjusted approximately 55 associate degree programs to meet the 60-credit requirement; and

WHEREAS, N.J.S.A., 18A:62-57(b) allows for the Governing Board of a county college to approve exceptions to the 60-credit hour standard; and

WHEREAS, exceptions created by statute include when the degree program is a professionally accredited program and that accreditation requires either a number of credit hours greater than 60 or requires course work that cannot be completed in 60 credits; and

WHEREAS, exceptions created by statute include when the degree program leads to a professional certification, and the degree requirements for that certification result in a need for credit hours in excess of 60; and

WHEREAS, RCBC seeks to maintain core competencies required by Professional Associations and/or certification and licensure requirements as well as to maintain the necessary depth, scope, and sequence of instruction in Health Science associate degree programs; and

WHEREAS, RCBC is seeking a waiver of the 60-credit requirement for certain Health Science associate degree programs, including: Cancer Registry Management (MCR) at 65 credits, Dental Hygiene (DHY) at 75 credits, Diagnostic Medical Sonography (DMS) at 68 credits, Healthcare Informatics (HCI) at 63 credits, Health Information Technology (HIT) at 68 credits, Nursing (NUR) at 70 credits, Paramedic Science (PAR) at 66 credits, and Radiography (RAD) at 69 credits; and

WHEREAS, all exceptions to the 60-credit hour standard that are approved by the governing boards of institutions will be noted and included, along with the respective Office of the Secretary of Higher Education (OSHE) conclusions, in the annual report, from the OSHE to the Governor and Legislature on the number of institutions that are in compliance with the provisions of P.L. 2018, c.93; and

WHEREAS, supporting documentation, and rationale for each program that exceeds the 60-credit hour maximum will be maintained in the office of the President;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of May 2019, that:

- 1) Rowan College at Burlington County is authorized to maintain certain Health Science associate degree programs at a credit hour total greater than 60, as an exception to P.L. 2018, c.93.

*******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 Monthly Meeting held on Tuesday, May 21, 2019 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
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10 Gino Pasqualone								10
11 Mickey Quinn								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

COMMENTS FROM THE PUBLIC

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

COMMENTS FROM THE BOARD

Chair Nyikita requested comments from the Board. He gave kudos to all the staff, to President Cioce on his first year as President, to all faculty, administration, the support staff, and to all the employees at RCBC for making this last year very successful. It was our 49th Commencement Ceremony, moving into our 50th year, and if you were fortunate to be here for any of the graduation ceremonies last week, it was really our first time to experience it outdoors in the fullness of the Mount Laurel Campus. It was really special and all that we envisioned for this campus. It goes to the Board of Trustees' vision and all of the follow-through to make it happen. You should be proud in providing this pathway for our past, current and future students.

OTHER BUSINESS

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 James Anderson, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:55PM.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd