

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., October 18, 2022

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

MINUTES

CALL TO ORDER

Board of Trustees Chair Dr. Anthony C. Wright 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: Ms. Lorraine M. Hatcher, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Dorion Morgan, Mr. Gino Pasqualone, Mr. Mickey Quinn (virtual), Ms. Regina Reed, Dr. Anthony C. Wright, Ms. Alexis McKenna (Alumni Trustee – virtual)

Board Absent: Mr. Kevin Brown

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault and Katie, Ms. Leidalis Cardona, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Rosemary Kelleher, Ms. Ashley Pezzolla, Mr. David Quinnan, Ms. Michelle Russell, Dr. David Spang, Ms. Nicole Tavares, Dr. Edem Tetteh, Dr. Shawn Thomas, Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor), Ms. Lynne Marie Devericks (Board Recorder)

Special Guests: Mr. James Kelleher and Ms. Caitlin Pellegrini and family

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 23, 2021, setting forth the date, time, and location of the regular meetings of the Board of Trustees, which resolution was, within seven

days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair Wright asked for a motion to approve of the public minutes of the Regular Board Meeting on September 20, 2022, as submitted. With a motion by Trustee Dorion Morgan and a second by Trustee Raymond Marini, the minutes were approved as written with all in favor and none opposed. There were no questions.

REPORTS

1) President's Report:

- The President's Report was presented in written form to the Board, which included news and events from September 20, 2022 to October 18, 2022.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period September 7, 2022 to October 3, 2022.
- Recognition of Service/Retirement and Presentation of Resolution: President Cioce recognized Ms. Rosemary Kelleher, Administrative Assistant in the President's Office, for 15 years of service at RCBC and on her upcoming retirement effective November 30, 2022. Ms. Kelleher's family was in the audience and Dr. Cioce read the resolution and presented it to Ms. Kelleher. The Board of Trustees and President Cioce spoke to Ms. Kelleher's exceptional service to the College, her friendly and welcoming personality, and how much she will be missed. A copy of the resolution is made part of these minutes for the record.
- President Cioce thanked Trustee Kevin Brown, who had a conflict this evening, for attending the Update to the College Community on Friday, September 23, 2022. Trustee Brown was on the winning team for the Scavenger Hunt that day. We also presented the Fall 2022 Baron's Best award to Mr. Jerry Gagliano, RCBC's Manager of Facilities, and service pins were presented to employees with 10, 15 and 20 years of service.
- The College hosted the first post-COVID Bolt for Becky 5K Run on Sunday, October 2, 2022, on the Mt. Laurel Campus. Despite the rain, President Cioce came in first in his age group. The group raised \$7,000.00, which will help fund the Rebecca Scott Memorial Fund. Becky was an RCBC graduate and a Burlington County EMT who touched many lives.
- RCBC's Fall 2022 Open House took place on Saturday, October 15, 2022, 10:00a.m. to 1:00p.m. Trustee Lorraine M. Hatcher joined President Cioce at the Open House and there was nearly complete participation by all of RCBC's academic programs. Tours were offered of the RCBC Mt. Laurel Campus, and there were sessions for parents about finance

and the student experience. Another Open House is scheduled for Spring 2023.

- October is Domestic Violence Awareness Month and RCBC hosted the Silent Witness program with participation by the Burlington County Prosecutor's Office and Ms. Nicole Tavares, Chief Administrative Officer, represented RCBC and provided remarks. It was an opportunity to recognize those who lost their lives to domestic violence in Burlington County.
- President Cioce announced the following upcoming events: The last Board of Trustees' meeting of the 2022 year is November 15th. On November 17, 2022, the Arts Alive Showcase is scheduled at 4:00pm on the Mt. Laurel Campus in the Student Success Center.
- President Cioce invited questions.

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



Rowan College at Burlington County Board of Trustees
OCTOBER 18, 2022

RESOLUTION

WHEREAS, Rosemary Kelleher offered faithful service to Rowan College at Burlington County from May 17, 2010 to November 30, 2022; and

WHEREAS, Ms. Kelleher loyally served as the Administrative Assistant in the College's Office of the President for more than 12 years, and as a part-time Assistant for the New Jersey Statewide Transfer Initiative for over three years.

WHEREAS, Rosemary has worked tirelessly with the College's faculty, staff and students to provide assistance that meets the highest standards; and she has graciously assisted numerous other departments on a temporary basis over these years to include Human Resources, the College Foundation, the Provost's Office, as well as scheduling Public Safety's COVID Task Force meetings, taking minutes for the American Council on Education (ACE) Learner Success Lab meetings, and volunteering to make outreach calls to students.

WHEREAS, Rosemary's duties included, but were not limited to, supporting the President's Office, supporting the Governance process, including actively recruiting support staff employees to serve as officers for the All College Senate. Ms. Kelleher has served as the coordinator for updates to the College's catalog, and she has edited numerous scripts for the College's Commencement exercises.

WHEREAS, Rosemary Kelleher exemplifies the concept of dedication to this institution and its community. She has been the sunshine to all callers and visitors to the President's Office, and she exercises great care and patience with everyone.

WHEREAS, Rosemary is known to go above and beyond to accommodate the needs of the President's Office staff and the college community as a whole. She is one of the most trusted and ethical employees at Rowan College at Burlington County.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Burlington County, now assembled in public session this 18th day of October, expresses its appreciation for the outstanding contributions made by Rosemary Kelleher and extends its best wishes, as she approaches her retirement; and

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

Dr. Anthony C. Wright
Board Chair

Dr. Michael A. Cioce
College President and Board Secretary

2. Board Reports

- A. Finance/Facilities Committee:** Committee Chair Dorion Morgan reported that the Finance/Facilities Committee met on Tues., October 11, 2022, at 3:00PM, and the Committee discussed various finance and facilities matters.

President Cioce proceeded with a review of Tabs 1 through 3 for the Board's consideration:

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

- Tab #1:** Resolution #2022-291-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2022-291-02, A Resolution to approve and ratify certain agreements and contracts.
- Tab #3:** Resolution #2022-291-03, A Resolution authorizing continued participation in the consortium led by Ocean County College to enter into an Interlocal Services Agreement for the purchase of natural gas from Direct Energy for a two-year term.

Chair Wright invited questions on the resolutions. There were none. The Chair requested a motion to move Tabs 1 through 3, as recommended by the Finance/Facilities Committee. With a motion by Trustee Gina Reed and a second by Trustee Raymond Marini, the Board approved Resolutions 1 through 3 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
OCTOBER 18, 2022**

RESOLUTION #2022-291-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

Courtney Dyott, Diagnostic Medical Sonography Program Director, Health Sciences, AIUM 46th Annual Advanced OB/GYN Ultrasound Seminar, Orlando, FL, February 15 - 19, 2023, \$2,631.56 (Perkins Funded)

2) Operational

Shelley Wilks Geehr, Director of Grants, The Conference for Community College Grant Professionals, Washington, DC, November 2 – 4, 2022, \$1,758.00

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

Jessica Gicking-Aspden, Assistant Professor, Liberal Arts, Presenting at Community College Humanities Association National Conference, Cleveland, OH, October 13 – 15, 2022, \$1,077.67

Elizabeth Nesius, Associate Dean, Liberal Arts, TYCA Northeast Conference, Syracuse, NY, October 20 - 22, 2022, \$1,165.70. Elizabeth, Erika and Myriah have been selected to present on a DEI-related curriculum project that they completed over the summer.

Dr. Erika Baldt, Associate Professor, Liberal Arts, TYCA Northeast Conference, Syracuse, NY, October 20 - 22, 2022, \$1,165.70. Elizabeth, Erika and Myriah have been selected to present on a DEI-related curriculum project that they completed over the summer.

Myriah Stubee, English Instructor, Liberal Arts, TYCA Northeast Conference, Syracuse, NY, October 20 - 22, 2022, \$1,165.70. Elizabeth, Erika and Myriah have been selected to present on a DEI-related curriculum project that they completed over the summer.

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 on Tuesday, October 18, 2022**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 Kevin Brown								2
3 Lorraine M. Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gina Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Vacant								10
11 Anthony C. Wright, Chairperson								11

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
OCTOBER 18, 2022**

RESOLUTION #2022-291-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a contract renewal with **Small Improvements, LLC** to provide performance review software for a two-year period in the amount of \$10,821.44. (existing relationship)

To approve a one-year professional services contract, with an option to renew, with **NW Financial Group, LLC** to provide financial advisory & consulting services in amounts consistent with the proposal (attached). (RFP process)

To approve a professional consulting services contract with **Rita Lyman**, or other qualified consultant as determined by the President, for curriculum building for the new Center for Adult Transition program in the amount not to exceed \$15,000.00. (professional consulting services)

To approve a professional services contract with **Wade Appraisal, LLC** to provide appraisal services for the Pemberton campus in the amount of \$13,000.00. (shared services/county approved vendor)

To approve a Master Affiliation Agreement between **Richmond University Medical Center**, Staten Island, NY, and Rowan College at Burlington County, for professional practice experience and instructional purposes for the Cancer Registry Management Program and the Health Information Technology Program, for a period of two years.

To approve a Clinical Education Affiliation Agreement between **Deborah Heart and Lung Center** and the Rowan College at Burlington County Diagnostic Medical Sonography Program for clinical education and training of its students to obtain necessary clinical experience for a period of one year from the effective date with automatic renewal for an additional one-year period.

FOR RATIFICATION:

None.

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

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Voice Vote								
Roll Call								
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3 Lorraine M. Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Vacant								10
11 Anthony C. Wright, Chairperson								11

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

ROWAN COLLEGE AT BURLINGTON COUNTY
FINANCIAL ADVISOR (RFP/Q# 23-01-P)

3. COMPENSATION PROPOSAL

Please provide a standardized schedule of fees for the services to be provided, setting forth the job title and hourly rate for each type of employee that will perform services. If some other fee arrangement is proposed, please provide the proposed fee and method of calculation for that fee, if any.

For financial advisory services rendered in connection with the sale of bonds and notes, NW Financial proposes to be compensated based on the following schedule:

1. **Notes:**
For the issuance of notes, short-term loans, commercial paper, or bank direct placements, NW Financial proposes to be compensated \$1/bond plus \$10,000. This amount shall be payable at the closing of the proposed bond issuance.
2. **Bonds:**
For the issuance of bonds, NW Financial proposes to be compensated \$1/bond plus \$10,000. This amount shall be payable at the closing of the proposed bond issuance.
3. **Continuing Disclosure Services:**
If the client requests continuing disclosure services, NW can provide at the hourly rates noted below.
4. **Consulting:**
For financial consulting services not related to the issuance of bonds and notes, including planning, consulting, and non-transaction services, NW Financial proposes that compensation be based upon the hourly rates established below.

<u>Position</u>	<u>Hourly Rate (\$/hour)</u>
Principal	\$225
Managing Director	\$205
Senior Vice President	\$195
Vice President	\$190
Associate	\$185



ROWAN COLLEGE at BURLINGTON COUNTY

BOARD OF TRUSTEES MEETING

October 18, 2022

RESOLUTION #2022-291-03

**AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY
OCEAN COUNTY COLLEGE TO ENTER INTO AN INTERLOCAL SERVICES
AGREEMENT FOR THE PURCHASE OF NATURAL GAS FROM DIRECT ENERGY
FOR A TWO-YEAR TERM**

WHEREAS, the College requires a consistent supply of natural gas to operate its facilities; and

WHEREAS, the College has joined with Ocean County College located at College Drive, Toms River, New Jersey 08754, and other similar situated county colleges for the purpose of obtaining natural gas at the lowest possible cost and for a set rate for the contract period; and

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

WHEREAS, Ocean County College as the designated entity for the purpose of soliciting and receiving bids for the provision of natural gas has prepared a request for proposals, with assistance from NORESCO, from third party suppliers of natural gas pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third-party suppliers of natural gas and will execute a contract with the lowest qualified bidder for a maximum term length of twenty-four (24) months beginning in November 2022; and

WHEREAS, the College specifically agrees to be bound by Ocean County College's execution of the agreement with **Direct Energy** in the same manner as if the College had individually executed said contract; and

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 18th day of October 2022, that the College enters into an Interlocal Services Agreement with Ocean County College for the purchase of natural gas from **Direct Energy** for a two-year term.

*******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, October 18, 2022**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

	Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
	Voice Vote								
	Roll Call								
1	Vacant								1
2	Kevin Brown								2
3	Lorraine M. Hatcher								3
4	James Kerfoot, Vice Chair								4
5	Raymond Marini								5
6	Dorion Morgan								6
7	Gino Pasqualone								7
8	Mickey Quinn								8
9	Regina Reed								9
10	Vacant								10
11	Anthony C. Wright, Chairperson								11
<p align="center">Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting</p>									

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

RFP ANALYSIS SHEET

Natural Gas through the Procurement Consortium led by Ocean County College and managed by NORESCO.

All-Inclusive Fixed Rate (\$/Therm)

Twenty-Four Month Contract Period

Contract Period: November 1, 2022 through October 31, 2024 (24 months).

Direct Energy Natural Gas Supply Cost: \$9.2270 per decatherm

Note 1: One Therm = 100,000 BTUs

Note 2: Each natural gas account (meter) may have different individual monthly start dates; therefore, the exact start and end periods are a monthly estimate

Annual Supply Cost for Constellation:

Fiscal 2020 Cost: \$87,794.69

Fiscal 2021 Cost: \$89,799.84

Fiscal 2022 Cost: \$93,195.57

FY 2021	Expensed	Rate	Account
CONSTELLATION	\$8,829.64	\$4.76	78100-9650
CONSTELLATION	\$80,970.20	\$4.76	78110-9650
Total FY 2021	\$89,799.84		

FY 2022	Expensed	Rate	Account
CONSTELLATION	9,768.96	\$4.76	78100-9650
CONSTELLATION	\$83,426.61	\$4.76	78110-9650
Total FY 2022	\$93,195.57		

B. Personnel Committee: President Michael Cioce reported in Committee Chair Kevin Brown's absence:

President Cioce announced that the Personnel Committee met in person on Wed., October 12, 2022, at 4:00PM, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Dr. Cioce proceeded with a review of Tabs 4 and 5 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #4: Resolution #2022-291-04, A Resolution approving personnel actions for Rowan College at Burlington County.

Tab #5: Resolution #2022-291-05, A Resolution to approve a contract with Horizon Blue Cross Blue Shield of NJ to provide dental coverage for college employees' premiums in an amount not to exceed \$160,000.00 for the period of January 1, 2023 through December 31, 2023.

Chair Wright requested a motion to move Tabs 4 and 5, as recommended by the Personnel Committee. With a motion by Trustee Dorion Morgan, and a second by Trustee Lorraine Hatcher, the Board approved Resolutions 4 and 5 with all in favor and none opposed.

There were no questions and this concluded the Personnel Committee report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 18, 2022**

RESOLUTION #2022-291-04

**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;

Jennifer Mastrangelo as PT Administrative Assistant at \$17/hour;
Cheryl Queen as Accountant at \$50,000;
Gary Grant as PT Custodian at \$14.50/hour;
Andrew Bamford as Coordinator, President's Advisory Council on Diversity, Equity, & Inclusion (PACDEI) at \$40,000;
Robert Pugliese as PT Tutor at \$13/hour;
TaraLeigh Sands as Transfer & Articulation Coordinator at \$45,000; 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;

Ashley Pezzolla as Administrative Assistant to the Executive Office at \$48,000;
Elisa Bogdan as Grants Compliance Monitoring Specialist at \$48,000; and

Salary Adjustments

None; and

Title Changes

None; 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;

Rogriguez, Alejandro; Parisi, Bernard; Antinoro, Jocelyn; and

Adjuncts, Liberal Arts;

None; and

Adjuncts, Nursing and Health Sciences;

None; and

Part-Time Trainers;

Randolph, Jesse; Fussell, Braheem; 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;

Michelle Chivers, Student Services Specialist I, EMSS;
Joan Michelle Davis, PT ESL Advisor, Liberal Arts;
Juliana Menozes-Moores, PT ESL Advisor, Liberal Arts;
Heather Wentzel, Senior Digital Marketing Specialist, Marketing;
Raymond Fisher, Public Safety Officer, Public Safety;
Mary Murphy-Browne, Instructional Designer, Distance Education;
Dasia Greene, Coordinator of Pipeline Initiatives, EMSS; and

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

Wilfred Marrero, PT Public Safety Officer, Public Safety; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, to make an exception to the Tuition Reimbursement Program, namely:

None; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of the following leave of absences, namely;

Beth Haff, EMSS, Paid Intermittent LOA; and

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

None; and

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of October 2022, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, October 18, 2022**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
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Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent;
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 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 18, 2022**

RESOLUTION #2022-291-05

**TO APPROVE A CONTRACT WITH HORIZON BLUE CROSS BLUE SHIELD OF NJ
TO PROVIDE DENTAL COVERAGE FOR COLLEGE EMPLOYEES' PREMIUMS IN
AN AMOUNT NOT TO EXCEED \$160,000.00 FOR THE PERIOD OF
JANUARY 1, 2023 THROUGH DECEMBER 31, 2023**

WHEREAS, the College has a need to provide a dental plan for employees; and

WHEREAS, our current contract expires December 31, 2022; and

WHEREAS, **Horizon Blue Cross Blue Shield of NJ** has provided exemplary service and comprehensive coverage through the DOP, PPO and HMO plans; and

WHEREAS, **Horizon Blue Cross Blue Shield of NJ** has a large network of participating dentists in New Jersey; and

WHEREAS, **Horizon Blue Cross Blue Shield of NJ** is advantageous with respect to both provider disruption and DHMO copays, crucially; and

WHEREAS, Broker of Record, Conner Strong, has determined that **Horizon Blue Cross Blue Shield of NJ** offers the best current dental plan for College employees; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. (C,18A:64A-25.5 (11)), it appears in the best interest of the College to award a contract to **Horizon Blue Cross Blue Shield of NJ**, 3 Penn Plaza, Newark, NJ 07105; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(11), the President recommends a contract be awarded to the following vendor: **Horizon Blue Cross Blue Shield of NJ**, 3 Penn Plaza, Newark, NJ 07105;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of October 2022, that a contract be awarded to **Horizon Blue Cross Blue Shield of NJ** for the period of January 1, 2023 thru December 31, 2023 in an amount not to exceed \$160,000.00.

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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the 2023 Operating Budget to pay for the contract between Rowan College at Burlington County and **Horizon Blue Cross Blue Shield of NJ**.

The money necessary to fund said contract is \$160,000.00. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-10420-9242 (Staff Benefits, Dental Insurance)

Kevin Kerfoot
Chief Financial Officer

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

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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11 Anthony C. Wright, Chairperson								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

- C. **Academic Committee:** Dr. James Kerfoot, Committee Chair, asked Dr. David Spang, Senior Vice President and Provost, to report on behalf of the Academic Committee. Dr. Spang reported that the Academic Committee met on Tuesday, October 11, 2022. The Committee discussed new academic programs and course delivery for the upcoming Spring 2023 Semester, and academic grants. There were also updates from the Workforce Development Institute and College Grants, as well as an update from Dr. Karen Archambault, Vice President of Enrollment Management and Student Success.

This concluded the Academic Committee Report and Dr. James Kerfoot proceeded with a review of Tabs 6 and 7 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #6: Resolution #2022-291-06, A Resolution to approve a contract with Medical Cannabis Mentor to provide curriculum services in an amount not to exceed \$72,000.00 for Fiscal Year 2023

Tab #7: Resolution #2022-291-07, A Resolution to approve the creation of new academic and continuing education programming - AgriBusiness

Dr. Wright requested a motion to move Tabs 6 and 7, as recommended by the Academic Committee. With a motion by Trustee Lorraine Hatcher and a second by Trustee Raymond Marini, and one abstention by Trustee Dorion Morgan on Tab 6, the Board of Trustees approved Resolution 6 with 7 in favor, none opposed and one abstention, and Resolution 7 with all in favor and none opposed.

There were no questions and this concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 18, 2022**

RESOLUTION #2022-291-06

**TO APPROVE A CONTRACT WITH MEDICAL CANNABIS MENTOR TO PROVIDE
CURRICULUM SERVICES IN AN AMOUNT NOT TO EXCEED \$72,000.00 FOR
FISCAL YEAR 2023**

WHEREAS, the County established as Workforce Development Institute at Rowan College at Burlington County in July 2016 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 industry certifications; and

WHEREAS, the Workforce Development Institute has secured a contract with Medical Cannabis Mentors to provide, in coordination with Rowan College at Burlington County Certificates of Completion; and

WHEREAS, the Workforce Development Institute has identified **Medical Cannabis Mentor** as the sole provider of the above curriculum; 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, **Medical Cannabis Mentor** has completed and submitted a Business Entity Disclosure Certification which certifies that **Medical Cannabis Mentor** 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 **Medical Cannabis Mentor** 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 **Medical Cannabis Mentor**, 205 Bainbridge St., Brooklyn, NY 11233; 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: **Medical Cannabis Mentor**, 205 Bainbridge St., Brooklyn, NY 11233;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 18th day of October 2022, that a contract be awarded to **Medical Cannabis Mentor** in an amount not to exceed **\$72,000.00** for fiscal year 2023; and

BE IT FURTHER RESOLVED, that the Business Entity Disclosure Certification, Chapter 271 Political Contribution Disclosure Form, Political Contribution Disclosure and the Determination of Value be placed on file with this resolution.

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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Auxiliary Budget to pay for the contract between Rowan College at Burlington County and **Medical Cannabis Mentor**.

The money necessary to fund said contract is not to exceed **\$72,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

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

Kevin Kerfoot
Chief Financial 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, October 18, 2022**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 Kevin Brown								2
3 Lorraine M. Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Vacant								10
11 Anthony C. Wright, Chairperson								11

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 18, 2022**

RESOLUTION #2022-291-07

**CREATION OF NEW ACADEMIC AND CONTINUING EDUCATION
PROGRAMMING-AGRIBUSINESS**

WHEREAS, Rowan College at Burlington County seeks to provide innovative and relevant academic degree pathways and workforce development training opportunities for students; and

WHEREAS, the 1) Academic Programs and 2) Adult & Continuing Education and Business Engagement operations of the College have collaborated on vetting new program potential in serving the emerging Agri-Business industries; and

WHEREAS, emerging Agri-Business industries will include Artisanal & Craft Beverages, and Cannabis-related operations and products, for example; and

WHEREAS, the College will develop and offer non-credit and credit courses to provide training and educational opportunities to students; and

WHEREAS, existing Agricultural Business Technology credit courses include Soil Science, Principles of Plant Protection, AgriBusiness Management, AgriBusiness Marketing, Greenhouse Management & Crop Production, Nursery Management, and Vegetable & Crop Production; 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 October 2022, that RCBC will make it a priority to develop and offer credit and Continuing Education opportunities serving the AgriBusiness industries, including Artisanal & Craft Beverages, and Cannabis-related operations and products.

*******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, October 18, 2022**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
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11 Anthony C. Wright, Chairperson								11

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

COMMENTS FROM THE PUBLIC

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

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

COMMENTS FROM THE BOARD

Chair Wright invited comments from the Board. There were none.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Wright called for a motion to adjourn the Public Session. There is no need for an Executive Session. With no further business, Vice Chair Dr. James Kerfoot made the motion, second by Trustee Gino Pasqualone, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:55 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd