

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., September 21, 2021

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

MINUTES

CALL TO ORDER

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 5:30PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson, Mr. Kevin Brown, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Dr. Anthony Wright, Ms. Rebekah Feinberg (Alumni Trustee)

Board Absent: Ms. Jamie Martin, Ms. Robin Walton

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Ms. Emmy Casa, Mr. Andrew Eaton, Mr. Matthew Farr, Dr. Martin Hoffman, Mr. Jarrett Kealey, Ms. Linda Lewis, Mr. Mark Meara, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Mr. David Quinnan, Dr. Anita Rudman, Ms. Michelle Russell, Dr. David Spang, Dr. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Kelly Grant and Mr. Robert Wright (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: "In compliance with the Open Public Meetings Act, the Board passed a resolution on November 17, 2020, which was amended by a public notice released on July 29, 2021, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on

the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meeting on August 17, 2021, as submitted. The motion was made by Trustee James Kerfoot, with a second by Trustee Dorion Morgan, and a unanimous vote in favor. There were no questions or comments and the minutes were approved as written.

REPORTS

1. Chairman’s Report:

- Chair Nyikita announced the Board of Trustees’ meeting scheduled on October 19, 2021, will be held in Laurel Hall, Room 320. The Student Success Center, Room 138, will be utilized for one of the first and one of the earliest voting sites in Burlington County during that time.

2. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from August 15, 2021 to September 22, 2021.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period August 6, 2021 to September 6, 2021.
- Classes began for us on September 1, 2021, and it was the largest in person semester we have had in over a year. It is great to see the in-person activity on campus. President Cioce thanked the two Co-Chairs of the COVID Task Force, Dr. Karen Montalto, Dean of Health Sciences, and Mr. Andrew Eaton, Director of Public Safety, who led a very comprehensive group and ensured we had voices from all staff and students, which allowed us to navigate the last 20 months. Dr. Cioce trusted in them and one of their ideas was highlighted by a link in the President’s Report on how a numbering system is used in the classrooms for contact tracing.
- NJCCC Funding Formula Task Force Update: The New Jersey Council of County College’s funding formula update was unanimously approved and advanced to the Office of the Secretary of Higher Education, who shared an update with the Executive Session of the New Jersey Presidents’ Council on Monday that it would be advancing. The formula translates to a 28% increase for Rowan College at Burlington County. The College community will convene on Friday, September 24, 2021, for an update and we have breakout sessions that are in motion. The President is seeking feedback and ideas from the College community on ways to improve enrollment challenges and student issues from the

smart people who work here.

- Members of the Board replied to an e-mail from the President regarding the Federal Veteran Grant that RCBC has received in the amount of \$375,000 to assist in the improvement of graduation rates among the veteran population. The funding will allow the college to improve advising and academic success services for veterans, as well as create a dedicated lounge and virtual spaces for veteran students. We will send an invite to the ribbon cutting once this is completed. President Cioce added that it is only right to do what we can for those who have served our Country.
- The Burlington County Commissioners approached us in concert with the Burlington County Regional Chamber of Commerce for a Job Training and Entrepreneurship Fair, which was held today in the Student Success Center. The Center was packed with numerous employers from the County on site, students and members of the community. It was great having everyone on campus and providing them with an opportunity to see this amazing building.
- As we are returning to an in-person presence, we had some of the Adult Basic Education and Workforce Development Institute staff on campus to celebrate 193 ABE graduates. It was great to see the graduates receive their certificates and diplomas and celebrate their successes.

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

2. Board Reports

- A. Finance/Facilities Committee:** Chair George Nyikita reported:
Chair Nyikita announced that the Finance/Facilities Committee met in person on Tues., September 14, 2021, at 3:00PM, and the Committee discussed various items including budgets, finance and contracts, as well as the resolutions before you.

Mr. Nyikita proceeded with a review of Tabs 1 through 5 for the Board's consideration:

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

- Tab #1:** Resolution #2021-264-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2021-264-02, A Resolution to approve and ratify agreements and contracts.
- Tab #3:** Resolution #2021-264-03, A Resolution to approve the retirement of certain Board policies.
- Tab #4:** Resolution #2021-264-04, A Resolution to approve a contract with Siemens for the purchase and installation of replacement Building Automation System (BAS) Panels on the Mt. Laurel campus in the amount of \$226,300.00.
- Tab #5:** Resolution #2021-264-05, A Resolution to approve a two-year contract extension with Aviso Coaching, LLC for the student retention software and related services in the amount of \$39,270.00.

Chair Nyikita invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 5, as recommended by the Finance/Facilities Committee. With a motion by Trustee James Anderson, and a second by Trustee James Kerfoot, the Board approved Resolutions 1 through 5 with all in favor and none opposed.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
September 21, 2021**

RESOLUTION #2021-264-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

Dr. Andre Turner, Director of EOF, 2021 NACADA Conference, Cincinnati, OH, October 6 – 9, 2021, \$1,500.00

2) Operational

Dr. Donna Vandergrift, Dean of Liberal Arts, 2021 Leadership in Higher Education Conference, Baltimore, MD, October 7 – 9, 2021, \$1,915.15

Mr. Greg Volpe, Executive Director of Marketing and Strategic Communications, NCMPR, Long Branch, NJ, October 25 – 27, 2021, \$750.00

Ms. Mindi Cahall, Director of Marketing and Strategic Communications, NCMPR, Long Branch, NJ, October 25 – 27, 2021, \$750.00

Ms. Lindsey Daniello, Director of the College Foundation, NCMPR, Long Branch, NJ, October 25 – 27, 2021, \$750.00

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

None

REIMBURSEMENT

None

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, September 21, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Jamie Martin								5
6 Dorion Morgan								6
7 George Nyikita, Chair								7
8 Gino Pasqualone								8
9 Mickey Quinn								9
10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
September 21, 2021**

RESOLUTION #2021-264-02

TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a renewal agreement for FY22 with **CourseMavern** for Service Addendum #5, for an annual license fee for DualEnrollment.com, for the OIT Department, for a one-year term November 1, 2021 through October 31, 2022, in an amount of \$29,208.00.

To approve an agreement between RCBC and the **New Jersey Council for the Humanities** to serve as a host site for the Voices and Votes: Democracy in America Exhibit in the Student Success Center for the period March 27 – May 7, 2022.

To approve an Affiliation Agreement between Rowan College at Burlington County and **Virtua Health, Inc.** for clinical training and instructional purposes in connection with the Phlebotomy Program for RCBC students, for the period October 8, 2021 through October 7, 2024.

FOR RATIFICATION:

To ratify a professional consultant contract with **Rutgers, The State University**, small business development center, for starting a business from A-Z, for the Professional Development Department, for the term September 1, 2021 through June 30, 2022, in the amount of \$5,790.00.

To ratify a professional consultant contract with **Dr. Omar Simpson**, as a keynote speaker for Welcome Back Week, on August 24, 2021, for the Student Success Division, in the amount of \$1000.00. **Title III grant funded.**

To ratify a professional consultant contract with **Dr. Tristan Denley** to deliver a guest presentation, “Guided Pathways Strategies During the Crucial First Year of College” during the Fall 2021 Welcome Back Faculty Session for Momentum Year on August 30, 2021, for the Workforce Development Department, in an amount of 5,000.00. **Title III grant funded.**

To ratify a professional consultant contract with **Mr. Marcus E. Peanort** for a presentation on “Time Management: Preparing for your fall semester, PEP summer Series program”, on August 25, 2021, for the Student Success Division, in an amount of 1,000.00. **Title III grant funded.**

To ratify an annual renewal agreement with **Probo Medical** for maintenance of the ultrasound equipment for the College DM Department, for a one-year term, July 1, 2021 through June 30, 2022, in an amount of \$34,900.00.

To ratify a Business Associate Agreement with **The New Jersey Department of Human Services, Division of Aging Services** for the change of the Departments name, RSVP to RCBC Life and Community Enrichment.

To ratify a purchase with **Toshiba America Business Solutions** for card data system new ID software system and 2 new ID printers, to include additional services and one-year warranty, to upgrade the end of life current ID printer, for the Public Safety Department, in an amount of \$22,672.40. **ARP Grant Funded.**

To ratify a maintenance agreement with **Toshiba America Business Solutions** for technical support and maintenance on equipment for the data card system for the Public Safety Department, for the term July 1, 2021 through June 30, 2022, in the amount of \$5,933.63.

To ratify a purchase with **Dell Marketing** for 30 Dell Latitude 3420 and accessories for the OIT Department, in the amount of \$33,087.80. **New Jersey State Contract, ARP Funding.**

To ratify a lease agreement with **Jason Ruch, Lollipop Recording, LLC dba Zero by One Sound Studio** for the studio rental lease for laboratory sessions/studio of advanced music production, for the Liberal Arts Department, September 1, 2021 through December 20, 2021, in an amount of \$4,500.00.

To ratify an amendment to agreement with **Blackboard, Inc.** for grades journey extract of product codes for the ability to transfer grades from Blackboard to other databases, due to the pandemic, for the term July 1, 2021 through June 30, 2022, in an amount of \$12,000.00.

To ratify a purchase with **Dell Marketing L.P.** for Dell latitude 3520 laptop computers for use in the Colleges Dental Hygiene Department, utilizing a NJ State Contract, M0483, in the amount of \$27,632.50. **PER22-02 grant funded.**

To ratify a purchase with **Dell Marketing, L.P.** for the purchase of Dell 3420 and various accessories for the OIT Department, utilizing a NJ State Contract, M0483, in the amount of \$33,087.80. **ARP grant funded.**

To ratify a purchase with **SonoSim** for a diagnostic medical sonography training solution, GME hardware bundle and software license for the Nursing Department, in the amount of \$12,686.00. **PER22-64 grant funded.**

To ratify an agreement with **Choice Screening, Inc.** for pre-employment background screening, for the Human Services Department for FY22.

To ratify an Entrance Testing Services Agreement with the **Assessment Technologies Institute, LLC.** This Agreement governs RCBC's administration of ATI's proprietary Test of Essential Academic Skills ("TEAS®") assessment, signed and dated June 16, 2021, and scheduled to begin on July 21, 2021.

To ratify a clinical affiliation agreement between Rowan College at Burlington County and **Medford Leas** to conduct an educational program in Associate Degree Nursing for the period of August 1, 2021 through July 31, 2024.

To ratify an affiliation agreement between Rowan College at Burlington County and **Virtua Health, Inc.** for clinical training and instructional purposes in connection with the Cancer Registry Management Program and the Health Information Technology Program for RCBC students, for the period July 1, 2021 through June 30, 2024.

To ratify an affiliation agreement between Rowan College at Burlington County and **Community Medical Center, an affiliation of RWJ Barnabas Health, Inc.** for clinical training and instructional purposes in connection with the Health Information Technology Program for RCBC students, for a period commencing on September 1, 2021 and continuing until August 31, 2023.

To ratify a clinical affiliation agreement between Rowan College at Burlington County and **Rutgers, The State University of New Jersey**, for the clinical education of students in the Department of Psychiatric Rehabilitation and Counseling Professions, for the period of September 15, 2021 through September 15, 2022.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, September 21, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
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4 Raymond Marini								4
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9 Mickey Quinn								9
10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
September 21, 2021**

RESOLUTION #2021-264-03

RETIREMENT OF CERTAIN BOARD POLICIES

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

WHEREAS, the various Committees of the Board have undertaken a review of the proposed policies and have recommended that the proposed policies be retired for the reasons listed in the Board Policies to be Retired Table; 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 21st day of September 2021, that the following policies be retired effective immediately.

BOARD POLICIES TO BE RETIRED TABLE

	Policy No.	Title	Reason for Retirement
1	307	Intercollegiate Athletics	RCBC Athletics program was officially closed in June 2021.

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

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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
September 21, 2021**

RESOLUTION #2021-264-04

**TO APPROVE A CONTRACT WITH SIEMENS BUILDING TECHNOLOGIES FOR
THE PURCHASE AND INSTALLATION OF REPLACEMENT BUILDING
AUTOMATIONS SYSTEMS (BAS) PANELS ON THE MT. LAUREL CAMPUS
IN THE AMOUNT OF \$226,300.00**

WHEREAS, the College has a need to replace fourteen BAS panels that are in dire need of replacement. These panels are over 20 years old. They have seen the technology pass by. The components of each of these panels have been retired by the manufacturer and components are no longer produced and remaining stock of these components have seen a significant price increase; and

WHEREAS, the 12 Modular Building Controller (MBC) and 2 Modular Equipment Controllers (MEC) panels represent a single point of failure risk, an example: If a panel were to fail in Bldg.1 or in Bldg.2, the complete use of as many as 15 AHUs could be lost. This would likely result in the cancellation of many classes. If we multiply this situation by the three-week lead time for design, delivery and installation of a new BAS panel the lost classroom time, staff and faculty time will be very large and unrecoverable; and

WHEREAS, a review of the current recommendations related to COVID19 and HVAC is clear. The more control over the HVAC, the better. Air flows are critical to the virus avoidance. Increase outside air, increase air turnover, and distribute the highest quality air the AHUs are capable of handling. Controlling flows and quality into each space is the best combatant; and

WHEREAS, replacing these building automation systems modernizes the building automation system, giving it enhanced functionality and flexibility. The College's initial investment in the Siemens automation system many years ago will now provide a strong sustainable future; and

WHEREAS, the purchase of these devices, will result in an upgrade to all connected systems, providing quicker and more efficient automated controls from our Central Energy Plant (CEP) and remote locations, as well; and

WHEREAS, the College has worked with **Siemens Building Technologies** on similar HVAC and building cares related projects in the past; and

WHEREAS, this equipment and related services will be purchased using the ARP Institutional Aid Grant budget;

WHEREAS, due to the proprietary nature of the operating software and critical components, this service must be provided by the manufacturer; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Siemens Building Technologies** has completed and submitted a Business Entity Disclosure Certification which certifies that **Siemens Building Technologies** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Siemens Building Technologies** from making any reportable contributions through the term of the contract; and

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

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of September 2021, that a contract be awarded to **Siemens Building Technologies** in the amount of **\$226,300.00**;

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

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the ARP Institutional Aid Grant budget to pay for the contract between Rowan College at Burlington County and **Siemens Building Technologies**.

The money necessary to fund said contract is **\$226,300.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

3-26710-9810 (ARP Institutional Aid Grant, Contracted Services)

Matthew Farr
Chief Operating 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 Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
September 21, 2021**

RESOLUTION #2021-264-05

**TO APPROVE A TWO-YEAR CONTRACT EXTENSION TO AVISO COACHING,
LLC (AVISO) FOR THE STUDENT RETENTION SOFTWARE AND
RELATED SERVICES IN THE AMOUNT OF \$39,270.00**

WHEREAS, AVISO Retention is software that provides the data and tracking needed for student success and academics to work together to provide holistic support to RCBC students. Through AVISO faculty submit alerts to the student success staff allowing for direct and specific follow up with the student, in a timely manner; and

WHEREAS, AVISO is also the platform where academic advising and student success document interaction and communication with students in order to provide more comprehensive and consistent support to students; and

WHEREAS, AVISO offers enhanced options for communicating with students, including two-way texting. AVISO's data analytics provide additional insights related to retention-based messaging and intervention; and

WHEREAS, Aviso Coaching, LLC. currently provides the retention software that was implemented last year after researching and comparing several options; 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, Aviso Coaching, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that **Aviso Coaching, LLC** 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 **Aviso Coaching, LLC**, from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., 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(19), it appears in the best interest of the College to award a contract to **Aviso Coaching, LLC**, 815 Grandview Ave, Suite 150, Columbus, OH 43215; 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, c189 N.J.S.A. 18A:64A-25.5(19), the President recommends a contract be awarded to the following vendor: **Aviso Coaching, LLC**, 815 Grandview Ave, Suite 150, Columbus, OH 43215;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of September 2021, that a contract extension be awarded to **Aviso Coaching, LLC** in an amount of \$39,720.00 for a two-year term; and

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

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

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

The money necessary to funds said contract is **\$39,720.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

3-24167-9463 (Title III Grant, Licenses)

Matthew Farr
Chief Operating Officer

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

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
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10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met in person on Wed., September 15, 2021, at 4:00PM, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Committee Chair Brown proceeded with a review of Tab 6 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #6: Resolution #2021-264-06, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 6, as recommended by the Personnel Committee. With a motion by Trustee Gino Pasqualone, and a second by Trustee Mickey Quinn, the Board approved Resolution 6 with all in favor and none opposed.

There were no questions.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
September 21, 2021**

RESOLUTION #2021-264-06

**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;

Michael D'Agostino as PT Information Specialist at \$20/hour;
Molly Camera as PT Information Specialist at \$20/hour;
Chelsea Stoltz as Human Resources Specialist at \$53,000;
Shanice Parran as Student Services Generalist at \$43,000;
Marissa Wood as Student Success Coordinator at \$45,000;
Christopher Mance as Electrical Engineering Technology Instructor at \$52,000;
Jaqueline Magana as STEM Lab Coordinator at \$45,000;
Claire Joyce as Secretary at \$37,500;
Nicole Boris Ernst as Electronic Resources Librarian at 45,000;
Molly Camera as Library Evening Professional at \$35,000;
Shelly Wilkes Geehr as Director of Grants at \$85,000;
Conner McKenna as Grounds/Maintenance Assistant at \$29,469;
Anjeanette Genovesi-Howarth as PT CCOG Financial Aid Navigator at \$17-19/hour;
Ruby Murrani as Health Sciences Assistant at \$45,000;
Nicholas Guaglione as Custodian at \$27,677;
Stephanie Hugo as Custodian at \$27,677; 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;

Susan Maynard as Lab Tech at \$42,680.54;
Erica Franklin as Experiential Learning Manager at \$60,000;
Laura Barnes as Assistant Registrar at \$55,000; and,

Salary Adjustments

Elizabeth Brendle as Assistant Professor of Nursing, Health Sciences at \$67,000;
John Kerwick as Assistant Professor of Philosophy, Liberal Arts at \$63,965.80;
Christopher Simber as Assistant Professor of Computer Science, STEM at \$63,965.80;
and

Title Changes

Bethany Ruccolo as PT Information Specialist, Library at \$20/hour effective 9/7/21;
Anthony Dominguez as Student Service Generalist, EMSS at \$43,000;
Ron Cahall as Senior Manager of Desktop Support, OIT at \$60,000;
Dan Egan as Director of Multimedia Research, OIT at \$70,000;
Emilia Casa as Senior Administrative & Operations Assistant to the Sr. Vice President & Provost, Provost Office at \$60,000; 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;

DiPietro, Nicole; and

Adjuncts, Liberal Arts;

Staton, Christine; Treharne, Sarah; Otto, Jeff; McAlister, Suzanne; and

Adjuncts, Nursing and Health Sciences;

Bruno, Samantha; Paglione, Taylor; Savage, Kathy; Everett, Johanna; and

Trainers;

Vanderbilt, Richard; McClennen, Jill; and

EMT Trainers/EMT Aides;

Logan, Michelle; and

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

Ross Motta, Operations Material Management Coordinator, Facilities;
Chante Tanner, Title III Activities Coordinator, EMSS;
Karl Schwartz, PT Public Safety Officer, Public Safety;
Fina Saunders, Adjunct, Dental Hygiene;
Bethany Ruccolo, Instructional Services Librarian, Library;
Nicolette DiPietro, Interim Director of Culinary Technology, STEM;
Ryan McCormick, Grounds/Maintenance Assistant, Facilities;
June Sernak, Dean of Lifelong Learning, WDI;
Abdussama Gregory, PT Technical Support, OIT;
Victoria Sheffer, Admissions Counselor, 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;

Harry Metzinger, Executive Director of Finance and Human Resources, Financial & Administrative Services effective September 22, 2021;

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;

Rhonda Seaborn, EMSS, Paid LOA, 8/31/21-9/1/22;
Angel Angular, Facilities, Paid LOA, 8/9/21-8/27/21;
John Costa, EMSS, Paid LOA, 8/19/21-9/14/21;
Harry Metzinger, Financial & Administrative Services, Paid LOA, effective 9/15/21 pending Board action;
Thomas McCullough, Facilities, Paid LOA, 8/10/21-TBD; 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;

Dean of Lifelong Learning;
Senior Vice President for Administration and Operations;
Executive Director of Finance & Human Resources; and

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of September 2021, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, September 21, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Jamie Martin								5
6 Dorion Morgan								6
7 George Nyikita, Chair								7
8 Gino Pasqualone								8
9 Mickey Quinn								9
10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

- C. **Academic Committee:** In Committee Chair Jamie Martin's absence, Chair Nyikita asked Dr. David Spang, Senior Vice President and Provost, to provide the Board with an update.

Dr. Spang reported that the Board Academic Committee met on Tuesday, September 14, 2021. Items discussed were the in-person return to campus activities that Dr. Cioce already mentioned, Board policies, industry partner activities, current status of our open education resource (OER) initiative, the Rowan University 3 + 1 partnership, and Workforce Development Institute grants and professional development updates.

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

COMMENTS FROM THE PUBLIC

Chair Nyikita 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 Nyikita invited comments from the Board of Trustees. Vice Chair James Kerfoot congratulated everyone who worked hard on the grant and added it was a very competitive grant.

OTHER BUSINESS

There was no other business to report.

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 Gino Pasqualone made the motion, second by Trustee James Anderson, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:44 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd