

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., August 20, 2024

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

MINUTES

CALL TO ORDER

The Board of Trustees Chair Dr. Wright 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.

SWEARING IN NEW RCBC ALUMNI TRUSTEE

Board Secretary and College President, Dr. Michael Cioce introduced and welcomed Ms. Rahaf Alsharif as a newly appointed Alumni Trustee to the Rowan College at Burlington County Board of Trustees.

Ms. Rahaf Alsharif was elected by RCBC students to serve as the next Alumni Trustee on the Board of Trustees for the term July 1, 2024 through June 30, 2025.

Solicitor Grant administered the Oaths of Allegiance and Oaths of Office. The Board of Trustees, President Michael Cioce and all meeting attendees welcomed Alumni Trustee Alsharif to the Board. The Oaths have been officially signed and photos were taken.

ROLL CALL

Board Present: Mr. Kevin Brown (Virtual), Ms. Lorraine M. Hatcher, Dr. James Kerfoot, Mr. Dorion Morgan, Mr. Gino Pasqualone, Mr. Mickey Quinn (Virtual), Ms. Regina Reed, Dr. Anthony C. Wright, Ms. Rahaf Alsharif (Alumni Trustee)

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Mr. Andrew Eaton, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Elizabeth L. Nesius, Ms. Jeanne Paulsen, Ms. Ashley Pezzolla, Ms. Michelle Russell, Ms. Samantha Russell, Ms. Emily Schadt, Ms. Colleen Snyder, Dr. David Spang, Dr. Edem Tetteh, Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor), Leidalis Cardona (Board Recorder)

Special Guests: Alsharif Family

PUBLIC ANNOUNCEMENT

Ms. Jeanne Paulsen read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 15, 2022, 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. Subsequent Notice as to the location change for this meeting was posted on the College Website, sent to The Burlington County Times, The Courier Post, The Trenton Times, and the Burlington County Clerk on January 27, 2023.

CORRESPONDENCE REVIEW

President Cioce advised that the College did not receive any correspondence this month.

MINUTES

Chair Wright asked for a motion to approve of the public minutes of the Regular Board Meetings June 18, 2024, as submitted. With a motion by Trustee Dorion Morgan and a second by Trustee Regina Reed, the minutes were approved as written with all in favor and none opposed. There were no questions.

REPORTS

1. President's Report

Student Spotlight

- Rahaf Alsharif – alumni trustee for 2024-2025.
- President's Award Winner for Health Sciences at the 2023 Winter Commencement.
- Syrian War refugee who came to America for a safer place to raise her family.
- She found RCBC for our ESL program and wound up graduating with a nursing degree and continues to work toward her bachelor's degree. She recently landed her first job as a med/surgical nurse with Virtua.

Trustee Spotlight

- Congratulations to Trustee Kevin Brown, who was inducted as an Honorary Commander for the 787th Civil Engineer Squadron. The program pairs the Joint Base's leadership with community leaders to raise awareness of the Joint Base and its mission.

Mount Holly Urban Enterprise Zone

- Mount Holly, the host town of our arts campus, is developing a five-year plan to Improve the quality of life for residents and businesses through its Urban Enterprise Zone.
- The township views the College as an important asset and has included the College on its Steering Committee. On July 31, we hosted a public meeting on the planning efforts on our campus.
- To provide input for these planning efforts, Mount Holly residents and non-residents can visit <https://ow.ly/94N150SFijl>. Mount Holly businesses can use this link: <https://ow.ly/C7CH50SFijn>.

Pay it Forward

- RCBC nursing students will be eligible for interest-free loans for college costs and living expenses. The loans will not be due until they are established in their careers and have high-enough incomes to pay them back.
- New Jersey is the first state with this program, and we are the fourth program—second nursing—to qualify.

Apple service at community colleges

- Apple reached out to the Association of Community College Trustees to share its best practices and help community colleges improve operations and customer service.
- They invited a small number of community college presidents to tour their Headquarters in Cupertino, California, later this month and participate in those conversations.
- I'm honored to be included in this group and look forward to seeing what comes out of it long-term and bringing back some immediate improvements that we can implement at RCBC.

Funding Fight update

- We won!
- Thanks to all of the members of our community who wrote to the Legislature and Governor Murphy to reinstate the \$20 million cut from the governor's original budget proposal, as well as our students Taiwo Adekunle and Abby Crawley who came to Trenton with me to support the cause in person.
- I'm hopefully optimistic that we did more than lobby against a budget cut, but helped change the narrative that community colleges are worthy investments that have public support.

Barons Pass

- We continue to make sure all students have updated IDs before we go live with Barons Pass on September 16.
- Barons Pass will allow safe passage to staff and academic buildings by requiring faculty, staff and students to use their ID cards to enter. Guests will be able to access campus through the Student Success Center.

Baron Spotlight

- Dr. Shannon Williams leverages exclusive leadership experience to improve the nursing program.
- Brothers Achieving Excellence (BRAVE) program gears up for another year to support men of color.
- From Brooklyn to LA with South Jersey in between, the story of big-time producer and marketer Shaquana Deas.
- RCBC alum Jason Pennypacker gets his thrills shooting roller coasters.

Podcast growth

- The number of programs on the RCBC Podcast network doubled since the spring with the college's first two programs created and hosted by students.
- Marketing interns Abby Crawley and Faith Ortega launched the Student's Choice Podcast "for students, by students" to explore different clubs on campus.
- The SGA Sit Down Series is a conversation between student and administrative leaders to provide students with behind the scenes advice about RCBC. I heard they have a very special episode coming out this summer.
- Catch all episodes at rcbc.edu/podcast, the college's [YouTube channel](#) or wherever you download your podcasts.

Upcoming Events

- rcbc.edu/events
- August 21 – Welcome Back BBQ – 3 to 5 pm
- August 23 – First day of fall semester.
- September 17 - Monthly Board Meeting

Foundation Report:

RCBC Night at the Phillies

- 317 tickets sold
- Reception at Victory Beer Hall sold out at 100 people
- Survey responses were overwhelmingly positive!

RCBC Giving Day

1st ever RCBC Foundation Giving Day - on Mt. Laurel Campus

- September 19th, join with Foundation trustees from 10a-2p in helping to reach our Giving Day goals!! Event will take place on Mt. Laurel campus, SSC hub.
- If interested please let Gina know and we can include you in the events that day.

President Cioce invited the Board to join us for all these events.

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

2. Board Reports

- A. **Finance/Facilities Committee:** Committee Chair Dorion Morgan reported that the Finance/Facilities Committee met on Tues., August 13, 2024, at 3:30PM, and the Committee discussed various finance and facilities matters.

Trustee Morgan proceeded with a review of Tabs 1 through 7 for the Board's consideration:

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

- Tab #1:** Resolution #2024-233-01, A Resolution to approve requested business-related travel.
- Tab #2:** Resolution #2024-233-02, A Resolution to approve and ratify agreements and contracts.
- Tab #3:** Resolution #2024-233-03, A Resolution to award a contract to **SYSCO PHILADELPHIA, LLC**, for food supplies in an amount not to exceed **\$60,000.00** for fiscal year 2025.

- Tab #4:** Resolution #2024-233-04, A Resolution to approve a one-year extension contract with the qualified list of **Collection Agencies** to be used by the College Office of Student Accounts for FY2025.
- Tab #5:** Resolution #2024-233-05, A Resolution to award a contract to **Johnson, G.P. Inc. d/b/a JCT Solutions** for the campus cabling upgrade for the wireless network, in the amount of \$49,595.00
- Tab #6:** Resolution #2024-233-06, A Resolution Authorizing participation with **OMNIA Partners** to utilize for various purchasing needs of the College.
- Tab #7:** Resolution #2024-233-07, A Resolution To award a contract to **Netta Architects** to provide professional services for multiple roofing replacement projects on the Mt. Laurel campus in the amount of \$217,500.00.

Chair Wright invited questions on the resolutions. There were none. The Chair requested a motion to move Tabs 1 through 7, as recommended by the Finance/Facilities Committee. With a motion by Trustee Lorraine Hatcher, a second by Trustee Regina Reed, the Board approved Resolutions 1 through 7 as follows, with none opposed.

This concluded the Finance/Facilities Committee Report.



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 20, 2024**

RESOLUTION #2024-233-01

TO APPROVE REQUESTED BUSINESS-RELATED TRAVEL

FOR APPROVAL

1) Grant-Funded Travel

Donna Vazquez, Director of Student Support / EMSS, Mental Health America Conference, Washington, DC, September 19, 2024 to September 21, 2024, with an approximate cost of **\$2,112.50**.

Catherine Briggs, Dean of Student Success / EMSS, Mental Health America Conference, Washington, DC, September 19, 2024 to September 20, 2024, with an approximate cost of **\$2,112.50**.

2) Operational

Jarrett Kealey, Academic Advising & Career Exploration, Society for Experiential Education (SEE) 53rd Annual Conference, New Orleans, LA, September 22 2024 to September 26, 2024, with an approximate cost of **\$2,250.00**.

Susan Scully, Health Information Management, American Health Management Association, Salt Lake City, UT, October 26, 2024 to October 30, 2024, with an approximate cost of **\$2,625.00**.

Jonathan Weisbrod, Asst. Professor, Sciences & Mathematics, American Mathematical Association of Two Year Colleges Fall Board Meeting & National Conference (AMATYC), Atlanta, GA, November 9, 2024 to November 17, 2024, with an approximate cost of **\$0.00**.

Walter Huttner, Assistant Professor, Communications & Humanities, Two Year College Association NE 2024 (TYCA), Providence, RI, October 10, 2024 to October 13, 2024, with an approximate cost of **\$1,459.00**.



Christopher Gazzara, Associate Professor, Communications & Humanities, Two Year College Association NE 2024 (TYCA), Providence, RI, October 10, 2024 to October 13, 2024, with an approximate cost of **\$930.00**.

Laura Barnes, Registrar / EMSS, AACRAO Convergence, New Orleans, LA, September 30, 2024 to October 2, 2024, with an approximate cost of **\$1,889.00**.

Michael Cioce, President, Association of Community College Trustees, Cupertino, CA, August 27, 2024 to August 28, 2024, with an approximate cost of **\$1,537.50**.

Greg Volpe, Executive Director, Strategic Marketing & Communications, National Council for Marketing & Public Relations (NCMPR) 2024 District 1 Conference, Baltimore, MD, October 23, 2024 to October 25, 2024, with an approximate cost of **\$1,240.50**.

Carol Shapcott, Strategic Marketing & Communications, National Council for Marketing & Public Relations (NCMPR) 2024 District 1 Conference, Baltimore, MD, October 23, 2024 to October 25, 2024, with an approximate cost of **\$1,238.00**.

3) Ratification

William Whitfield, Asst. Professor - STEM, Phi Theta Kappa Middle States Region, Millersville University, Millersville, PA, June 27, 2024 to June 30, 2024, with an approximate cost of **\$575.00**.

FOR REIMBURSEMENT


Maryann Correll, Faculty, Paramedic Sciences, Accreditation 2024, Oklahoma City, OK, May 30, 2024 to June 2, 2024, that was approved on Resolution 2024-107-01, in the amount of \$2,258.83, with an increase in travel expenses of **\$923.28**, for a total travel expense of **\$3,182.11**.

Lilliana Lemanowicz, Science Lab Technician, Science & Mathematics, PASCO Capstone Summer Institute, Roseville, CA, July 22, 2024 to July 27, 2024, that was approved on Resolution 2024-170-01, in the amount of \$2,409.44, with an increase in travel expenses of **\$470.37**, for a total travel expense of **\$2,879.81**.


*******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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Room 138, Mount Laurel, New Jersey.

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|--|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 Lorraine Hatcher | √ | | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 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. Cibce
Board Secretary



Rowan College at BURLINGTON COUNTY

BOARD OF TRUSTEES MEETING AUGUST 20, 2024

RESOLUTION #2024-233-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

President's Office

1. To award a professional services agreement to **Prime and Tuvel, LLC** for special legal counsel services in an amount not to exceed **\$17,500.00**

Enrollment Management & Student Success

1. To approve a contract with **Institutional Compliance Solutions (ICS)** for Title IX training, in the amount of **\$4,750.00** for the period September 1, 2024 through August, 31, 2025. *(Received 3 quotes and lowest bid recommended.)*
2. To approve a contract with **ShuttleCloud Corp. d/b/a Email Meter Service**, to provide an email dashboard subscription, monitoring and support services, for a term to begin August 22, 2024 to August 21, 2025, in the amount of **\$4,800.00**.

Information Technology (OIT)

3. To approve a software license contract with **ESports Entertainment Group, Inc.** for the College's eSports gaming computers for fiscal year 2025, in the amount of **\$5,000.00**. *(multiple quotes acquired)*
4. To approve a one-year managed service agreement with **Softdocs (Etrieve)** for document building, beginning September 1, 2024 to August 31, 2025, in the amount of **\$12,000.00**. *(Proprietary software)*

Library

5. To approve a subscription agreement with **Proquest L.P.** for a digital library subscription in an amount not to exceed **\$20,000.00** for fiscal year 2025. *(Per N.J.S.A. 18A:64A-25.5(21) this is an advertising exception, educational supplies.)*

6. To approve a subscription agreement with **Overdrive, Inc.**, for subscription of digital magazines and ebooks for students' usage in the College library, in an amount not to exceed **\$5,000.00**, to begin September 1, 2024 through August 31, 2025.

Print Shop / Copy Center

7. To approve a contract with **Piedmont Plastics, d/b/a Roland DGA Care Service**, for the College's wide format printer maintenance, which is located in the Print Shop, for a one-year term, beginning September 2, 2024 to September 1, 2025, in the amount of **\$5,499.00**. (*Proprietary Source Provider & Roland DGA Care Service Contract - LEJ-640*)

Facilities / Auxiliary

8. To approve a contract with **TimeClock Plus, LLC**, for licensure, hardware support, and maintenance for time clocks to be used by the College's hourly employees, in the amount of **\$5,189.38**, to begin September 15, 2024 through September 14, 2025.
9. To approve a professional services contract with **Joseph F. McKernan Jr. Architects and Associates, LLC**, to provide architectural drawings and related services for interior space renovations in the amount of **\$35,650.00**. (*Per N.J.S.A. 18A:64A-25.5(1) this is an advertising exception, professional services*)

Academics

10. To approve a professional service agreement with **Jordan B. Barnett, MD, MBA, FACCE, FACEP, FAAEM** to serve as the Medical Director for the Emergency Medical Technician Program, in the amount of **\$12,000.00**. (*Per N.J.S.A. 18A:64A-25.5(1) this is an advertising exception, professional services. Due diligence has been performed which justifies the award*)
11. To approve a software subscription with **CLO Virtual Fashion LLC**, for a fashion design software subscription for the Fashion Designing program, to begin October 13, 2024 to October 13, 2025, in the amount of **\$6,000.00**.

Workforce Development

12. To approve a contract with **Essential Education Corporation**, for HISET Academic software programs, for fiscal year 2025 in the amount of **\$3,400.00**. (*Funded by the FY2025 Title II ABE Grant*)

Finance

13. To approve the RFQ for **Financial Advisor Services** for the position of a Financial Advisor for the College.

Grants

14. To approve a professional consultant contract with **Anne Greco LLC**, for Perkins Consulting Services in the amount of **\$37,000.00** for the term September 1, 2024 through June 30, 2025.
15. A Professional Consultant Services Contract with **HOLP Evaluation & Performance Services**, to provide support work on Perkins team to meet reporting and planning requirements of the Perkins V 2023 Grant, advising on relevant performance indicators and outcomes across all CTE programs, for a term beginning September 1, 2024, to June 30, 2025, in an amount not to exceed **\$4,000**. *(Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600).*

FOR RATIFICATION:

Facilities / Auxiliary

16. To ratify a professional environmental services contract with **French & Parrello Associates** related to the discovery and investigation of an underground storage tank (UST) on the Pemberton campus in the amount of **\$5,100.00**. *(Per N.J.S.A. 18A:64A-25.5(1) this is an advertising exception, professional services)*

Enrollment Management & Student Success

17. To approve four (4) EOF faculty, and 25-29 RCBC students attending the **Go Ape Event** held in Bear, DE, on July 31, 2024, with an approximated cost of **\$6,550.33** *(costs to be covered by the EOF Summer 2024: State Grant)*
18. To approve a consultant contract for professional services with **Reggie Walker** for August 14, 2024, in an amount not to exceed **\$2,500.00**. *(Grant Funded)*
19. To approve a consultant contract for professional services with **David Pierre** for a keynote speaker for the BRAVE 2024 Summer Institute on August 16, 2024, in an amount not to exceed **\$3,000.00**. *(Grant Funded)*

Academics

20. To approve an annual software subscription with **Laerdal Medical Corporation** for cloud storage relating to the equipment and software used in the Paramedic Science and Health Sciences Programs, period beginning June 16, 2024 to June 15, 2025, in the amount of **\$9,000.00**.

Library

21. To approve a subscription agreement with **Infobase, d/b/a Facts on File, Inc.**, for digital literary and science library reference subscriptions in an amount not to exceed **\$10,000.00**, to begin July 31, 2024 through July 30, 2025.

Marketing & Communications

22. To approve a licensing services contract with **Collegiate Licensing Company, d/b/a CORE81**, for a marketing platform subscription beginning July 1, 2024 to June 30, 2025, in the amount of **\$4,000.00**.

Human Resources

23. To approve a contract with **Choice Screening**, for fiscal year 2025, in the amount of **\$10,000.00**. (*Lowest bid*)
24. To approve a contract with **Virtua Medical Group, PA**, for fiscal year 2025, in an amount not to exceed **\$1,400.00**.

Information Technology (OIT)


25. To approve a software license subscription with **Udemy, Inc.** for renewal of the annual training licensing, to begin August 10, 2024 through August 9, 2025, in the amount of **\$3,120.00**. (*Lowest Bid*)


*******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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Room 138, Mount Laurel, New Jersey

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|
| Voice Vote | | | 8 | 0 | 0 | | |
| Roll Call | | | | | | | |
| 1 Justin Braz | | | | | | x | 1 |
| 2 Kevin Brown | | | | | | | 2 |
| 3 Lorraine Hatcher | √ | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | 5 |
| 6 Dorion Morgan | | | | | | | 6 |
| 7 Gino Pasqualone | | | | | | | 7 |
| 8 Mickey Quinn | | | | | | | 8 |
| 9 Regina Reed | | √ | | | | | 9 |
| 10 Vacant | | | | | | | 10 |
| 11 Anthony C. Wright, Chair | | | | | | | 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
AUGUST 20, 2024**

RESOLUTION #2024-233-03

**TO AWARD A CONTRACT TO SYSCO PHILADELPHIA, LLC FOR FOOD SUPPLIES
IN AN AMOUNT NOT TO EXCEED \$60,000.00 DURING FISCAL YEAR 2025**

WHEREAS the Culinary department on all campuses requires a variety of grocery items, etc. in order for the department to function for both classes on a day-to-day basis for college functions; and

WHEREAS the purchasing department will review all requisitions and make the determination when it is in the best interest of the College to purchase these supplies from **Sysco Philadelphia, LLC**, 600 Packer Avenue, Philadelphia, PA 19148 via the Contract #040522 pricing; and

WHEREAS New Jersey County College Contracts Law 18A:64A-25.9 permits purchases through State agencies; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 it appears in the best interest of the College to award a contract to **Sysco Philadelphia, LLC**, 600 Packer Avenue, Philadelphia, PA 19148, (Contract #040522); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **Sysco Philadelphia, LLC**, 600 Packer Avenue, Philadelphia, PA 19148; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of August 2024, that a contract be awarded to **Sysco Philadelphia, LLC** for an amount not to exceed **\$60,000.00** during fiscal year 2025.




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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2025 Operating Budget to pay for the contract between Rowan College at Burlington County and **Sysco Philadelphia, LLC**.

The money necessary to fund said contract is **\$60,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line-item appropriation:

1-21440-9505 (General Institutional, Food)



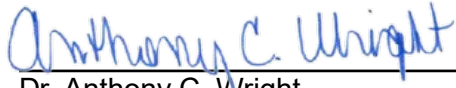
Kevin Kerfoot
Chief Financial Officer


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

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| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|
| Voice Vote | | | 8 | 0 | 0 | | |
| Roll Call | | | | | | | |
| 1 Justin Braz | | | | | | x | 1 |
| 2 Kevin Brown | | | | | | | 2 |
| 3 James Kerfoot, Vice Chair | | | | | | | 3 |
| 4 Daryl Minus-Vincent | | | | | | x | 4 |
| 5 Dorion Morgan | | | | | | | 5 |
| 6 Lorraine Hatcher | √ | | | | | | 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. Cióce
Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 20, 2024**

RESOLUTION #2024-233-04

**TO APPROVE A ONE YEAR EXTENSION CONTRACT WITH THE QUALIFIED LIST
OF COLLECTION AGENCIES TO BE USED BY THE COLLEGE OFFICE OF
STUDENT ACCOUNTS FOR FY2025**

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 June 21, 2023 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 expired on June 30, 2024; and

WHEREAS, it appears that the attached list of debt collection agencies continue to have the experience and expertise to provide debt collection 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 one year extension contracts be awarded to approve the list of qualified debt collection agencies;

NOW THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 20th day of August 2024, 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 of July 1, 2024 through June 30, 2025.



COLLECTION AGENCIES - FY2025 - Pre-Qualified List
July 1, 2024 – June 30, 2025

AR Resources, Inc.

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

General Revenue

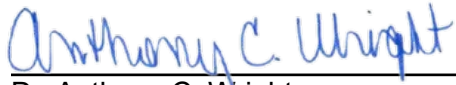
4660 Duke Drive
Suite 200
Mason, OH 45040-8466
(704) 256-1774


*******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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Room 138, Mt. Laurel, New Jersey.

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 James Kerfoot, Vice Chair | | | | | | | | 3 |
| 4 Lorraine Hatcher | √ | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 5 |
| 6 Dorion Morgan | | | | | | | | 6 |
| 7 Regina Reed | | √ | | | | | | 7 |
| 8 Gino Pasqualone | | | | | | | | 8 |
| 9 Mickey Quinn | | | | | | | | 9 |
| 10 Vacant | | | | | | | | 10 |
| 11 Anthony C. Wright | | | | | | | | 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
AUGUST 20, 2024**

RESOLUTION #2024-233-05

**TO AWARD A CONTRACT TO JOHNSON, G.P. INC, d/b/a JCT SOLUTIONS FOR
THE CAMPUS CABLING UPGRADE FOR THE WIRELESS NETWORK, IN THE
AMOUNT OF \$49,595.00**

WHEREAS, the College has a need for vendor supplied cable installation services for the wireless access points and switch upgrades; and

WHEREAS these services are provided under New Jersey State Contract (#T-1316/80802); and

WHEREAS it appears that **JCT SOLUTIONS** has the experience and expertise to provide these services for the College; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears to be in the best interest of the College to award a contract to: **JCT SOLUTIONS**, 36 Commerce Street, Springfield, NJ 07081 (New Jersey State Contract #T-1316-80802); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **JCT SOLUTIONS**, 36 Commerce Street, Springfield, NJ 07081 (New Jersey State Contract #T-1316-80802); and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of August 2024, to award a contract to **JCT SOLUTIONS** in the amount of **\$49,595.00**.




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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2025 Operating budget to pay for the contract between Rowan College at Burlington County and **JOHNSON, G.P. INC, d/b/a JCT SOLUTIONS**.

The money necessary to fund said contract is **\$49,595.00**. 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:

6-05100-9701 (Higher Education Technology Infrastructure, 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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 Lorraine Hatcher | √ | | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 5 |
| 6 Dorion Morgan | | | | | | | | 6 |
| 7 Gino Pasqualone | | | | | | | | 7 |
| 8 Mickey Quinn | | | | | | | | 8 |
| 9 Regina Reed | | √ | | | | | | 9 |
| 10 Vacant | | | | | | | | 10 |
| 11 Anthony C. Wright, Chair | | | | | | | | 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
AUGUST 20, 2024**

RESOLUTION #2024-233-06

**AUTHORIZING PARTICIPATION IN THE OMNIA PARTNERS COOPERATIVE TO
UTILIZE FOR VARIOUS PURCHASING NEEDS OF THE COLLEGE**

WHEREAS, the College desires to become a member of **OMNIA Partners** purchasing cooperative, for the purpose of utilizing the purchasing power of the cooperatives various contracts; and

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

WHEREAS, the New Jersey County College Contracts Law, N.J.S.A. 18A:64A-25.1 et seq., authorizes two or more colleges to enter into a joint purchasing agreement pursuant to N.J.S.A. 18A:64-25.10; and

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

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of August, 2024, that the Board hereby authorizes and directs the appropriate officials of the College to participate in the **OMNIA Partners** pricing purchasing cooperative.

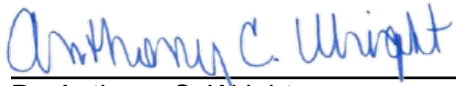


*******CERTIFICATION OF THE SECRETARY*******


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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 Lorraine Hatcher | √ | | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 5 |
| 6 Dorion Morgan | | | | | | | | 6 |
| 7 Gino Pasqualone | | | | | | | | 7 |
| 8 Mickey Quinn | | | | | | | | 8 |
| 9 Regina Reed | | √ | | | | | | 9 |
| 10 Vacant | | | | | | | | 10 |
| 11 Anthony C. Wright, Chair | | | | | | | | 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
AUGUST 20, 2024**

RESOLUTION #2024-233-07

TO AWARD A CONTRACT TO NETTA ARCHITECTS TO PROVIDE PROFESSIONAL SERVICES FOR MULTIPLE ROOFING REPLACEMENT PROJECTS ON THE MT. LAUREL CAMPUS IN THE AMOUNT OF \$217,500.00

WHEREAS, the College has a need for professional engineering, design, bid documents /specifications, preparation, contract administration, and construction management services, for multiple Partial Roofing Replacement Projects on several buildings at the Mt. Laurel campus buildings; and

WHEREAS, these Mt. Laurel campus buildings include Votta Hall, Science Building, Technology Education Center (TEC) and Laurel Hall; and

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

WHEREAS, the Board of Commissioners for the County of Burlington, previously approved and certified a list of qualified professionals at their December 13, 2023 meeting; and

WHEREAS, the College would like to use this prequalified list as part of the Shared Service Agreement with the County; and

WHEREAS, the College has determined that **Netta Architects** has the experience and expertise to provide all said services and has provided a technical proposal detailing all the work; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **Netta Architects**, 1084 Route 22 West, Mountainside, NJ 07092; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **Netta Architects**, 1084 Route 22 West, Mountainside, NJ 07092; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of August 2024, that the contract be awarded to **Netta Architects** in the amount of **\$217,500.00**.




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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Capital Budget funds to pay for the contract between Rowan College at Burlington County and **Netta Architects**.

The money necessary to fund said contract is **\$217,500.00**. 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:

- 6-05076-9895 (Votta Hall Renovations, Architect/Engineer)**
- 6-05064-9895 (Science Renovations, Architect/Engineer)**
- 6-05093-9895 (Laurel Hall Renovations, Architect/Engineer)**
- 6-10000-9895 (TEC, Architect/Engineer)**




Kevin Kerfoot
Chief Financial Officer

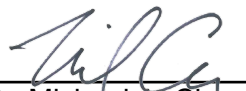
*******CERTIFICATION OF THE SECRETARY*******

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, August 20, 2024** and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 Lorraine Hatcher | √ | | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 5 |
| 6 Dorion Morgan | | | | | | | | 6 |
| 7 Gino Pasquelone | | | | | | | | 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

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met in person on Wed., August 14, 2024, at 4:30PM, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Committee Chair Brown proceeded with a review of Tab 7 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #8: Resolution #2024-233-08, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Wright requested a motion to move Tab 8, as recommended by the Personnel Committee. With a motion by Trustee Dorion Morgan, and a second by Trustee Regina Reed, the Board approved Resolution 8 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
AUGUST 20, 2024**

RESOLUTION #2024-233-08

**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;

Anthony Smith as Instructional Technology Generalist at \$45,000;
Rosa Garcia as PT Custodian at \$15.13/hour;
Towan Harrison as PT Custodian at \$15.13/hour;
Matthew Johnson as Instructor, Music/Performing Arts at \$50,980;
Jennifer Krehl as PT Test Proctor at \$18/hour;
Anne Edwards as PT Assignment Contracts Administrator at \$46.20/hour until 12/31/24;
Fred Lampkin as PT Public Safety Officer at \$15.13/hour;
Rebecca Commons as Financial Aid Officer at \$51,421;
Morgan Zaharchuk as STEM Lab Technician at \$41,926;
Alexis Farr as Advising & Retention Specialist at \$44,914;
Jason Grace as PT Tutoring Assistant at \$18/hour;
Sarah Litostansky as PT Tutoring Assistant at \$18/hour;
Faye Lewis as PT Academic Advisor at \$19/hour;
Rachel Nemerofsky as PT Academic Advisor at \$19/hour; 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;

Alexys Anderson as Assistant Director, Strengthening Institutions Grant (Title III) at \$55,000 funding ends Sept. 2025;
Michelle Logan as Program Coordinator, Paramedic Sciences at \$43,000;
Jeffrey Nelson as Interim RAD Director, stipend of \$750/month until position is filled or Director returns;
Angela Pino as Instructor, Nursing at \$60,000;
Chelsea Stoltz as Assistant Director of Human Resources at \$78,000;
Chelsi Nixon as Public Safety Officer I at \$35,000;
Natalie Beach as Tutoring Assistant at \$18/hour;
Prince Washington as Tutoring Assistant at \$18/hour;
Michael Slossar as Technical Support Specialist I at \$37,000;
Rosa Garcia as Custodian at \$37,131;
Connor White as Stationary Engineer at \$41,507; and



Salary Adjustments

William Harvey as GDD Stem Lab Technician at \$20/hour; and

Title Changes

Nancy Carpenter as Career Technical Navigator-extension 7/1/24-6/30/25; 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;

Koger, Timothy; and

Adjuncts, Liberal Arts;

Covaci, Lauren; Fitzwater, Laura; Garcia, Phillip; Lawson, Amy; Paull, Andrew; D'Amico, Jillian; Laughlin, Croy; Green, Harry; Conn, Jordanna; Blakely, Robert; Shah, Neha; Cehak, Alex; and

Adjuncts, Nursing and Health Sciences;

Ready, Jennifer; O'Connell, Marcy; Boos, Shannon; Gonzales, Maria, Dvortsyn, Marina; Knerr, Taylor; Aquaviva, Annmarie; Robins, Ellen; and

Part-Time Trainers;

Trujillo, Jean; Christou, Frances; Lewis, Donna; and

EMT Trainers/EMT Aides;

Lundfelt, Jennifer; Henley, Justin; and

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

Cecily Binegar as Adjunct, Library;
Donna Vandergrift as Dean, Liberal Arts;
James Reader as PT Custodian, Facilities;
Karen Endre as Third Party Billing Coordinator, EMSS;
Jennifer Clinedinst as Adjunct, Health Sciences;
Nicole Tavares as Chief Administrative Officer, Executive;
Deirdre Amar as Senior Continuing Education Specialist, WD;
Joyce Bass-Wright as Accountant, Finance;
Diana Davenport as Rowan Relations Specialist, EMSS;
Tyra McConnell as Student Services Specialist I, EMSS;
Nabeel Baig as Instructor, STEM;
Cory Ellis as PT Custodian, Facilities;
James Brown as PT Custodian, Facilities;
Mike Crockrell as Public Safety Officer, Public Safety; and



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

Jimmy Quintana as Custodian, Facilities, effective 8/20/24; 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;

Melanie Braida, Health Sciences, Paid Leave;
Basil Samuels, Facilities, Intermittent Paid Leave;
Denise Schroeder, Marketing, Intermittent Paid & Unpaid Leave;
Michelle Russell, Human Resources, Paid Leave;
Pamela Persichetti, Foundation, Paid & Unpaid Leave;
Katherine Vickers, EMSS, Paid & Unpaid Leave;
Pamela Evans, Health Sciences, Paid Leave;
Brooke Michael, WD, Paid & Unpaid Leave;
Karen Archambault, EMSS, Paid Leave; 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 20th day of August 2024, 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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|--|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 Lorraine Hatcher | | | | | | | | 3 |
| 4 James Kerfoot, Vice Chair | | | | | | | | 4 |
| 5 Daryl Minus-Vincent | | | | | | x | | 5 |
| 6 Dorion Morgan | √ | | | | | | | 6 |
| 7 Gino Pasqualone | | | | | | | | 7 |
| 8 Mickey Quinn | | | | | | | | 8 |
| 9 Regina Reed | | √ | | | | | | 9 |
| 10 Vacant | | | | | | | | 10 |
| 11 Anthony C. Wright, Chair | | | | | | | | 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, reported that the Committee met on Tuesday, August 13, 2024. He asked Dr. David Spang to give the report. Topics of discussion included:

- There is one resolution for the Board's consideration, as follows:

Academic Committee Action (Resolution(s) for Approval)

Tab #9: Resolution #2024-233-09, A Resolution for the approval of payment of **Virtua Health, Inc.** invoices in accordance with terms of the agreement between Virtua Health, Inc. and Rowan College at Burlington County for clinical placement services in an amount not to exceed **\$250,000.00** for fiscal year 2025.

Dr. Wright requested a motion to move Tabs 9, as recommended by the Academic Committee. With a motion by Trustee Lorraine Hatcher and a second by Trustee Dr. James Kerfoot, the Board of Trustees approved Resolution 9 with all in favor and none opposed.

This concluded the Academic Committee Report.



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 20, 2024**

RESOLUTION 2024-233-09

**APPROVAL OF PAYMENT OF VIRTUA INVOICES IN ACCORDANCE WITH TERMS
OF AGREEMENT BETWEEN VIRTUA HEALTH, INC. AND ROWAN COLLEGE AT
BURLINGTON COUNTY FOR CLINICAL PLACEMENT SERVICES IN AN AMOUNT
NOT TO EXCEED \$250,000.00 FOR FISCAL YEAR 2025**

WHEREAS, Rowan College at Burlington County (the “College”) entered into an agreement (the “Agreement”) with Virtua Health, Inc. (“Virtua”) dated July 1, 2023 for a two-year term, ending on June 30, 2025, for clinical placement services; and

WHEREAS, these clinical placement services include clinical rotations, clinical placements and internships where students gain practical, supervised, hands-on clinical training during a fixed duration of no more than 15 weeks; and

WHEREAS, in addition to Virtua, the College desires to continue and develop collaborative relationships with regional health care providers for purposes of maintaining Clinical Placements at the providers’ clinical facilities (“Clinical Sites”); and

WHEREAS, the Agreement, Section 4.1 indicates the College shall pay Virtua the following fees:

- 4.1.1 Annual Management Fee of \$50,000 per annum, payable semi-annually;
- 4.1.2 \$200 per student Clinical Fee for clinical rotations per semester;
- 4.1.3 Annual Clinical Site Fee (10 sites) of \$1,500 per Clinical Site per semester (not charged for Virtua facilities);

NOW, THEREFORE, be it resolved, by the Trustees of the College, now assembled in public session this 20th day of August 2024, to approve payment of the above fees in conjunction with clinical payment services and sites in an amount not to exceed **\$250,000.00** for fiscal year 2025.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2025 Operating budget to pay for the contract between Rowan College at Burlington County and **Virtua Health, Inc.**

The money necessary to fund said contract is not to exceed **\$250,000.00**. 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:

1-24410-9701 (Nursing and Allied Health, 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, August 20, 2024**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

| Trustee | Mtn | Snd | Aye | Nay | Abn | Abs | Nvt | |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|----|
| Voice Vote | | | 8 | 0 | 0 | | | |
| Roll Call | | | | | | | | |
| 1 Justin Braz | | | | | | x | | 1 |
| 2 Kevin Brown | | | | | | | | 2 |
| 3 James Kerfoot, Vice Chair | | √ | | | | | | 3 |
| 4 Daryl Minus-Vincent | | | | | | x | | 4 |
| 5 Lorraine Hatcher | √ | | | | | | | 5 |
| 6 Dorion Morgan | | | | | | | | 6 |
| 7 Mickey Quinn | | | | | | | | 7 |
| 8 Gino Pasqualone | | | | | | | | 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

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 welcomed back all faculty staff and students for the start of a wonderful academic year. The Board welcomed and congratulated Alumni Trustee Rahaf Alsharif to the Board.

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, Trustee Dorion Morgan made the motion, second by Trustee Regina Reed, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:00 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc