ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
MAY 19, 2026
MEETING MINUTES

Committee Members Present: Mr. Gino Pasqualone (virtual), Ms. Nina Bonner, Mr. Thomas Braddock, Mr. Kevin Brown (virtual), Dr. Darvis Holley, Mr. Ramesh Jayaram, Mr. Dorion Morgan, Ms. Jannine Veasy (virtual), and Mr. Curtis White

Committee Members Excused: Mr. Ed Waters and Ms. Kershie Ambroise

RCBC Staff/Faculty/Guests Present: Dr. David Spang, Mr. Dominic Rota (MalamutLaw & Associates - College Solicitor), Dr. Edem Tetteh, Bill Whitfield, Dan Egan, Kevin Kerfoot, Dr. Karen Archambault, Matt Farr, Ms. Colleen Snyder, Ms. Lei Cardona, Dr. Martin Hoffman, Dr. Anita Rudman, Michelle Russell, Elias Papazis, and Terry & Janet Sherlock

Treasurer Tom Braddock called the meeting to order, as Mr. Gino Pasqualone was attending virtually, and welcomed everyone.

The meeting began with the flag salute followed by Ms. Leidalis Cardona reading the roll call of the Trustees, and Ms. Colleen Snyder reciting the Statement of Compliance with the Open Public Meetings Act.

Next, Mr. Braddock asked for a motion to approve the Board Meeting Minutes from the following Board Meetings held in April: Special Meeting on April 6th, and Special & Regular Meetings on April 21, 2026. There was a motion by Mr. Curtis White, seconded by Mr. Darvis Holley. Upon roll call, the three Board meeting minutes were unanimously passed.

The next order of business was the recognition and presentation for RCBC retiree, Mr. Terrence Sherlock, Assistant Professor of Chemistry, STEM Division. Dr. Spang presented an official Board Resolution to honor Mr. Sherlock's years of service and unwavering commitment, and leaving a lasting impact on the college community. Dr. Spang ended with extending the entire college community's best wishes health, happiness, and fulfillment in retirement.

In his advisory role as the Board's Solicitor, Mr. Dominic Rota, a representative from MalamutLaw & Associates, reminded the Trustees to nominate candidates for Board Chair, which has been vacant, upon Mr. Sean Kennedy's resignation from the Board in April 2026. Mr. Gino Pasqualone made a motion to nominate Mr. Tom Braddock, the Board's current Treasurer, and seconded by Mr. Kevin Brown. Upon roll call, Mr. Braddock was unanimously elected Chair of the Board of Trustees. Mr. Braddock accepted the nomination and stated he is committed to the College's mission and dedication to the Board and future endeavors of the College. Mr. Rota stated that since Mr. Braddock served as Board Treasurer and Committee Chair for the Finance and Facilities Committee, this role will be up for nomination and vote approval at the next regular Board meeting on June 16, 2026.

The next order of business was the President's Report update by Acting President, Dr. Spang. Dr. Spang highlighted the following:

- **Institutional Accreditation & Governance**
  - The College completed its follow-up site visit by the Middle States Commission on Higher Education (MSCHE) on April 21 & 22, 2026.

  - The College demonstrated substantial progress toward compliance, with the visiting team concluding that for Standard II, ethics and integrity appeared to be met, with no additional requirements issued. Dr. Spang added that the visiting team further commended the College, noting: *"The number and speed of policies reviewed and approved by RCBC in the timeframe provided from November 2025 to the visit is to be commended."* For Standard VII, Governance, Leadership, and Administration were determined to partially met, with several requirements remaining. The College must formalize an agreement with the Acting President that includes defined responsibilities, performance expectations, terms of service, and regular evaluations. The Board must also establish and approve policies governing the hiring and evaluation of the Chief Executive Officer. Additionally, future presidential searches must ensure the selection of a qualified leader with the experience, authority, and autonomy necessary to effectively fulfill the role and advance the institution's mission.

Dr. Spang expressed to the Trustees that the College appreciates the professionalism and collegial engagement of the visiting team throughout the process and remains committed to full compliance and continuous institutional improvement. Dr. Spang additionally provided that an Institutional Response was submitted to MSCHE on May 8, 2026, and will await MSCHE's response and decision on any further actions requested.

Dr. Spang then presented highlights on the following areas to the Board:

- **Enrollment, Marketing, & Strategic Growth**
  - The College is currently interviewing candidates for the newly formed executive position of Chief Marketing and Enrollment Strategy Officer (CMESO). This position is a critical leadership role, which is expected to significantly strengthen institutional marketing, strategic communications, recruitment, and enrollment growth initiatives.
- **Teen Tech & Tween Tech - Girls in STEM Initiatives**
  - The College recently hosted its Teen Tech Girls in STEM event (for high school girls) on May 1, 2026, in partnership with the American Association of University Women, and its Tween Tech Girls in STEM event (for middle school girls) on May 8, 2026.
  - The two programs welcomed approximately 100 students and focused on expanding access and exposure to STEM education and career pathways for young women.
- **Business Engagement & RCBC Foundation**
  - On April 30, 2026, RCBC hosted a partner reception (through Business Engagement) as well as the RCBC Foundation's 'Elevating Education' fundraising and recognition event. Both events brought together community leaders, donors, partners, and supporters to advance the College's and Foundation's mission of increasing student access and success.

- **Commencement 2026**
  - The College proudly celebrated Commencement 2026 on May 13, 2026. The ceremony recognized the accomplishments, perseverance, and academic achievements of the graduating class as students transitioned to the next stage of their educational and professional journeys.

The next item to be discussed was the approval of the following Finance and Facilities Committee Resolutions, presented by Committee Chair Mr. Thomas Braddock:

TAB 1: To approve and/or ratify requested business-related travel.

TAB 2: To approve and/or ratify certain agreements and contracts.

TAB 3: To award a contract to **Siemens Building Technologies** for continued maintenance and ATC control services for the College's building automation systems, including fire safety systems, in an amount not to exceed **$88,000.00** during Fiscal Year 2027.

TAB 4: 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 / NRG and PSE&G** for a three-year term.

TAB 5: Authorizing continued participation in the consortium led by Ocean County College to enter into an interlocal services agreement for the purchase of primary and secondary service electricity from **Constellation/New Energy & PSE&G** for a two-year term.

TAB 6: To award a contract extension to **Follett Higher Education Group, Inc.** to provide bookstore operation and management services for the College for a five-year (5) term to commence July 1, 2026, through June 30, 2031.

TAB 7: To award a three-year contract to **CollegeNet** for a 25Live License Agreement, in the amount of **$83,826.85**.

TAB 8: To approve a contract with **Automotive Rentals, Inc. (ARI)** for fleet management services in an amount not to exceed **$140,000.00**.

TAB 9: To award a contract with **Sign4U Interpreting Services, LLC** to provide interpreting services in an amount not to exceed **$70,000.00**, on a billable hourly basis, for Fiscal Year 2027.

TAB 10: Acceptance of the College's Financial Report for the nine months ending March 31, 2026.

A motion was initiated by Mr. Curtis White and seconded by Ms. Jannine Veasy to approve the Resolutions (Tabs 1 through 10). Upon the roll call vote, Resolutions 2026-05-01 through -10 were passed unanimously.

The next item of business was the approval of the following Personnel Resolutions presented by Committee Chair Mr. Kevin Brown:

TAB 11: To approve and/or ratify personnel actions for Rowan College at Burlington County.

A motion was initiated by Mr. Curtis White and seconded by Mr. Ed Waters Jr. to approve the Resolution (Tab 11). Upon roll call vote, Resolution 2026-05-11 passed unanimously.

The last item of business was an update from the Academic Committee meeting held on May 6, 2026, by Committee Chair, Dr. Darvis Holley. Dr. Holley highlighted the following:

- The College is working with Rowan University to finalize an updated 3+1 partnership agreement. This agreement will reflect evolving academic, operational, and governance expectations.
- On April 24th, the College's Office of Student Life implemented a college-wide "Day of Service," with generous grant support from the Allstate Foundation. For the day of service, 75 participants, including students, staff, and faculty, participated in service projects both on and off campus.
- The College maintained a strong momentum in employer relations, securing 14 new partnerships for the second consecutive month and serving a total of 32 employers.

- The Summer 2026 term is seeing significant year-over-year gains. Total headcount is up 35.15%, while credit hours have surged by 54.70%. This growth is driven primarily by Summer II, which is currently up 31.82% in headcount and over 50% in credits compared to the same time last year.

The final item of business was presented by Mr. Dominic Rota, the College's Solicitor, for the formal approval and adoption of the proposed College By-Law Committee Charters, which was voted for next steps at the April 21, 2026 meeting, and has satisfied the fourteen (14) day timeframe to formally vote and adopt the By-Law Committee Charters for the following Board Committees: Academic, Finance & Facilities, and Personnel. A motion was made by Mr. Curtis White, and seconded by Ms. Nina Bonner. Upon roll call, Resolution 2026-05-12 was unanimously approved, and the Charters will be adopted into the College By-Laws, effective immediately.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Dr. Darvis Holley
Board of Trustees Secretary