

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION
MEETING NOVEMBER 21, 2023**

Tuesday, November 21, 2023

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

MINUTES

CALL TO ORDER

Dr. Michael A. Cioce, College President and Board of Trustees Secretary, called the meeting to order at 5:36PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. Kevin Brown, Ms. Lorraine Hatcher, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Gino Pasqualone, Mr. Mickey Quinn (Virtual), Ms. Regina Reed, Dr. Anthony Wright

Board Absent: *Mr. Justin Braz and Mr. Dorion Morgan*

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Ms. Karen Archambault, Ms. Leidalis Cardona (Board Recorder), Mr. Andrew Eaton, Mr. Matthew Farr, Ms. Shelley Geehr, Ms. Kelly Grant (Board Solicitor) Dr. Martin Hoffman, Ms. Karen Montalto, Ms. Ashley Pezzolla, Mr. David Quinnan, Ms. Colleen Snyder, Dr. David Spang, Ms. Nicole Tavares, Dr. Shawn Thomas, Dr. Donna Vandergrift, Mr. Greg Volpe and various other RCBC Faculty and Staff.

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.

REORGANIZATION

Election of Officers:

Chairperson:

President Cioce called for nominations for the Office of Chairperson of the Rowan College at Burlington County Board of Trustees. Trustee Dr. James Kerfoot made a motion to nominate Dr. Anthony Wright, current Chair, to serve for the coming year. Trustee Ramond Marini seconded the nomination to nominate Dr. Anthony Wright. There were no other nominations, and the motion was carried unanimously with all voting members in favor.

Chair Dr. Anthony Wright accepted the nomination and began presiding over the meeting. He thanked the Trustees for their confidence.

Vice-Chairperson:

Chair Wright called for nominations for the Office of Vice Chairperson of the Rowan College at Burlington County Board of Trustees. Trustee Kevin Brown nominated Dr. James Kerfoot to serve as Vice Chair for the coming year. The nomination was seconded by Trustee Regina Reed. There were no other nominations, and the motion was carried unanimously with all voting members in favor.

Chair Dr. Anthony Wright congratulated Trustee James Kerfoot as the elected Vice Chairman of the Rowan College at Burlington County Board of Trustees.

Treasurer:

Chair Wright called for nominations for the Office of Treasurer of the Rowan College at Burlington County Board of Trustees. Trustee Gino Pasqualone nominated Dorion Morgan to serve as Treasurer for the coming year. The nomination was seconded by Trustee Regina Reed. There were no other nominations, and the motion was carried unanimously with all voting members in favor.

Chair Dr. Anthony Wright congratulated Trustee Dorion Morgan as the elected Treasurer of the Rowan College at Burlington County Board of Trustees.

Secretary

Chair Wright called for nominations for the Office of Secretary, which is traditionally the College President. Trustee Gino Pasqualone nominated Dr. Michael A. Cioce to serve as the Board Secretary for the coming year. The nomination was seconded by Trustee Lorraine Hatcher and with a unanimous vote in favor, Dr. Michael A. Cioce, President, will continue serving as Board Secretary.

Appointment of Board of School Estimate

Chair Wright nominated members of the Board of Trustees to the Rowan College at Burlington County Board of School Estimate. Trustees nominated are: Dr. Anthony Wright and Dr. James Kerfoot; Mr. Mickey Quinn will serve as an alternate. With a motion by Trustee Regina Reed, a second by Trustee Raymond Marini, and a unanimous vote in favor, the appointments were approved by the Board.

Liaison to the Rowan College at Burlington County Foundation

Chair Wright nominated Trustees Mr. Kevin Brown and Regina Reed as Liaisons to the Rowan College at Burlington County Foundation. With a motion by Trustee Gino Pasqualone, a second by Trustee Lorraine Hatcher, and a unanimous vote in favor, the nominations were approved.

Reorganization Resolution(s):

TAB # 1: Resolution #2023-325-001, A Resolution to appoint **Citizens Bank** as the depository of college accounts for the Banking and Financial Services during the calendar years 2024 and 2025.

Chair Wright requested a motion to approve Tab 1. With a motion by Trustee Gino Pasqualone, and a second by Trustee Regina Reed, Tab 1 was approved with all in favor and none opposed.

TAB #2: Resolution #2023-325-002, A Resolution to award a contract with **Bowman & Company LLP** as the College's Auditor of Records and to provide related financial and auditing services, in an amount not to exceed **\$85,000.00** for calendar year 2024.

Chair Wright requested a motion to approve Tab 2. With a motion by Trustee Gino Pasqualone, and a second by Trustee Dr. James Kerfoot, Tab 2 was approved with all in favor and none opposed.

TAB #3: Resolution #2023-325-003, A Resolution to award a contract to **Malamut & Associates, LLC**, as the College's Solicitor of Record for calendar year 2024.

Chair Wright requested a motion to approve Tab 3. With a motion by Trustee Gino Pasqualone, and a second by Trustee Raymond Marini, Tab 3 was approved with all in favor and none opposed.

TAB #4: Resolution #2023-325-004, A Resolution to appoint **Conner Strong**

& Buckelew Companies, LLC, as the College's Human Resources
Broker of Record for calendar year 2024.

Chair Wright requested a motion to approve Tab 4. With a motion by Trustee Regina Reed, and a second by Trustee Kevin Brown, Tab 4 was approved with all in favor and none opposed.

TAB #5: Resolution #2023-325-005, A Resolution designating the Meeting Dates of the Board of Trustees, the Official Newspapers for Publishing Legal Notices, and mailing requests.

Chair Wright requested a motion to approve Tab 5. With a motion by Trustee Dr. James Kerfoot, and a second by Trustee Raymond Marini, Tab 5 was approved with all in favor and none opposed.

The Board Chair concluded the Reorganization Meeting of the Rowan College at Burlington County Board of Trustees.



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION MEETING
NOVEMBER 21, 2023**

RE-ORG RESOLUTION #2023-325-01

**TO APPOINT CITIZENS BANK AS THE DEPOSITORY
OF COLLEGE ACCOUNTS**

WHEREAS, the College has a need for banking and financial services; and

WHEREAS, a Request for Qualification/Proposals, RFP-24-02, was posted on the College Web Site and advertised in the Trenton Times, the Courier Post and the Burlington County Times on Monday, September 11, 2023 and opened on Tuesday, October 3, 2023 at 2:00 P.M.; and

WHEREAS, five (5) financial institutions submitted proposals; and

WHEREAS, it appears that **Citizens Bank** has the experience and expertise to provide these services to the College; and

WHEREAS, it is recommended that **Citizens Bank, 130 N County Line Road, Jackson, NJ 08527**, be awarded a two-year contract, January 1, 2024 through December 31, 2025; 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(1), it appears in the best interest of the College to appoint **Citizens Bank, 130 N County Line Road, Jackson, NJ 08527**; 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(1), the President recommends a contract be awarded to the following vendor: **Citizens Bank, 130 N County Line Road, Jackson, NJ 08527**;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, that **Citizens Bank** be appointed as the Depository of College Accounts for the Banking and Financial Services during calendar year 2024 and 2025.





*******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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz						x	1
2 Kevin Brown							2
3 James Kerfoot, Vice Chair							3
4 Raymond Marini							4
5 Regina Reed		√					5
6 Dorion Morgan						x	6
7 Lorraine Hatcher							7
8 Gino Pasqualone	√						8
9 Mickey Quinn							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 REORGANIZATION MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-02

**TO AWARD A CONTRACT TO BOWMAN & COMPANY LLP, AS THE COLLEGE'S
AUDITOR OF RECORDS AND TO PROVIDE RELATED FINANCIAL AND AUDITING
SERVICES, IN AN AMOUNT NOT TO EXCEED \$85,000.00
FOR CALENDAR YEAR 2024**

WHEREAS, the College has a need to provide an annual comprehensive financial audit; and

WHEREAS, a Request for Qualification/Proposals for Auditor of Record, RFP-24-05 was advertised and released on Monday, September 11, 2023 and were opened Tuesday, October, 3, 2023, at 2:00 PM, received one (1) proposals; and

WHEREAS, at the November 21, 2023 Board of Trustees meeting, a contract was awarded for a period of one (1) year and the Request for Qualifications/Proposals contained language that would allow it to be extended for one (1) additional year by mutual agreement; and

WHEREAS, our current contract expires on December 31, 2023; and

WHEREAS, it appears that **Bowman & Company LLP** has the experience and expertise to continue to provide these services; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(1), it appears in the best interest of the College to re-appoint and engage **Bowman & Company LLP**, 601 White Horse Road, Voorhees, New Jersey 08043; 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(1), the President recommends the option year extension of contract to **Bowman & Company LLP**, 601 White Horse Road, Voorhees, New Jersey 08043; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, that a contract be renewed with **Bowman & Company LLP**, in an amount not to exceed \$85,000.00 for a one (1) year contract term ending December 31, 2024.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the fiscal year 2024 Operating budget to pay for the contract between Rowan College at Burlington County and **Bowman & Company LLP**.

The money necessary to fund said contract is **\$85,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line-item appropriations:

1-10410-9707 (General Institutional, Audit)

Kevin Kerfoot

Kevin Kerfoot
Chief Financial Officer

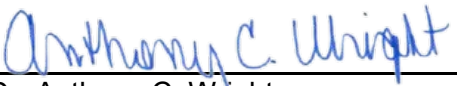


*******CERTIFICATION OF THE SECRETARY*******


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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

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



 Dr. Anthony C. Wright
 Chairperson



 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-03

**TO AWARD A CONTRACT O MALAMUT & ASSOCIATES, LLC, AS THE
COLLEGE'S SOLICITOR OF RECORD FOR CALENDAR YEAR 2024**

WHEREAS, the College and the Board of Trustees have a need for various types of legal services during the course of normal operations; and

WHEREAS, a Request for Qualifications/Proposals, RFP-24-03 was advertised and released on Tuesday, September 12, 2023 and opened on Wednesday, October 4, 2023, at 2:00 PM, two (2) firms responded; and

WHEREAS, our current contract expires on December 31, 2023; and

WHEREAS, it appears that **Malamut & Associates, LLC** has the experience and expertise to continue to provide these services; and

WHEREAS, this contract is for a period of one (1) year and includes language that would allow them to be extended for one additional year by mutual agreement; 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(1), it appears in the best interest of the College to re-appoint; **Malamut & Associates, LLC**, 457 Haddonfield Road, Suite #500, Cherry Hill, NJ 08002; 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(1), the President recommends the re-appointment of the following firm: **Malamut & Associates, LLC**, 457 Haddonfield Road, Suite #500, Cherry Hill, NJ 08002; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, that **Malamut & Associates, LLC**, be re-appointed as the College's Solicitor of Record for the calendar year 2024; and




*******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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz						x	1
2 Kevin Brown							2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini		√					5
6 Dorion Morgan						x	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. Cloce
Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION MEETING
November 23, 2021**

RE-ORG RESOLUTION #2023-325-04

**TO APPOINT CONNER STRONG & BUCKELEW COMPANIES, LLC AS THE
COLLEGE'S HUMAN RESOURCES BROKER OF RECORD
FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

WHEREAS, the College has a need for services from a qualified human resource related broker; and

WHEREAS, this broker will be working with the College's Office of Human Resources to obtain dental insurance coverage, a section 125 administrator, and other coverages to be determined; and

WHEREAS, a Request for Qualifications/Proposals, RFP-24-06, was advertised and released on Friday, September 1, 2023 and opened on Tuesday, September 26, 2023, at 2:00 PM, three (3) firm responded; and

WHEREAS, it appears that **Conner Strong & Buckelew Companies, LLC** has the experience and expertise to provide these services to the College; and

WHEREAS, our current contract expires on December 31, 2023; and

WHEREAS, this contract is for a period of one (1) year and includes language that would allow it to be extended for one additional year by mutual agreement; 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. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(1), it appears in the best interest of the College to appoint **Conner Strong & Buckelew Companies, LLC**, TRIAD1828 CENTRE, 2 Cooper Street, Camden, NJ 08102; 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(1), the President recommends a contract be awarded to the following vendor: **Conner Strong & Buckelew Companies, LLC**, TRIAD1828 CENTRE, 2 Cooper Street, Camden, NJ 08102; and


NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, that a contract be awarded to **Conner Strong & Buckelew Companies, LLC** for one-year, January 1, 2024 through December 31, 2024.

*******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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Justin Braz						×		1
2 Lorraine Hatcher								2
3 Kevin Brown		√						3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Gino Pasqualone								6
7 Mickey Quinn								7
8 Dorion Morgan						×		8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

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



 Dr. Anthony C. Wright
 Chairperson



 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-05

**A RESOLUTION DESIGNATING THE MEETING DATES OF THE BOARD OF
TRUSTEES, THE OFFICIAL NEWSPAPERS FOR PUBLISHING LEGAL NOTICES,
AND MAILING REQUESTS**

WHEREAS, the Board of Trustees hereby designates the third Tuesday of each month as the date of its regular meetings, and, unless modified by Resolution of this Board, such meetings shall commence at 5:30 p.m. Meetings shall be held as follows:

**January 16, 2024
February 20, 2024
March 19, 2024
April 16, 2024
May 21, 2024
June 18, 2024
July 2024 (*No Meeting Scheduled*)
August 20, 2024
September 17, 2024
October 15, 2024
November 19, 2024 (*Regular and Reorganization Meetings*)
December 2024 (*No Meeting Scheduled*)**

Unless otherwise publicly noted, meetings will be held on the Mount Laurel Campus in the Student Success Center, Executive Conference Room 138, on the first floor, with the exception of the meetings on April 16 and October 15 2024, which will take place on the Mount Holly Campus, Culinary Arts Center, 21 Mill Street, in Room 234 on the second floor. The Mount Laurel Campus is located at 3331 State Route 38, between Hartford and Briggs Roads, in Mount Laurel, New Jersey.

WHEREAS, the College's Board of Trustees Annual Reorganization meeting will be held on the third Tuesday in November, 2024, unless modified by Resolution of this Board, as required by statute; and

WHEREAS, except as hereinafter provided, notice of special meetings of the Board of Trustees shall be posted 48 hours in advance in the following locations: ***Mount Laurel Campus, Student Success Center, on the door at the entrance; and on the College Website.***



WHEREAS, the following newspapers circulating in Burlington County are hereby designated official newspapers for publishing all legal notices of the Board of Trustees:

- a. *The Burlington County Times*
- b. *The Courier-Post*
- c. *The Trenton Times*

A copy of this Resolution shall, within seven days, be mailed to the above-named newspapers, the Clerk of Burlington County, and posted as required for special meetings.

WHEREAS, a copy of all advance notices of special meetings of the Board of Trustees shall be mailed to the above newspapers and filed with the Clerk of Burlington County within 48 hours of said meeting; and

WHEREAS, any person may request in writing that the Board of Trustees mail to them a copy of the schedule of regular meetings of the Board of Trustees and/or advance written notice of regular, special, or scheduled meetings, of the Board of Trustees. All requests made pursuant to this paragraph shall terminate at midnight December 31 of the current year, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees. Notices requested by news media shall be mailed to one representative of such media free of charge.

WHEREAS, all advance notices referred to in this resolution of special scheduled meetings of the Board of Trustees shall, to the extent known, include:

- a. *the agenda, and*
- b. *those matters upon which formal action may be taken.*

WHEREAS, upon the affirmative vote of $\frac{3}{4}$ of the Trustees present, the Board of Trustees may hold a meeting without compliance with the notice requirements of this Resolution, if such meeting is required to deal with matters of such urgency and importance that delay, for the purpose of providing adequate notice, would likely result in substantial harm to public interest.


NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, to approve the list of 2024 Meeting Dates, list of designated official newspapers for publishing all legal notices, and mailing requests.

*******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, November 21, 2023** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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



 Dr. Anthony C. Wright
 Chairperson



 Dr. Michael A. Cioce
 Board Secretary

REGULAR MEETING (General Session)

Chair Anthony Wright immediately called to order the general meeting of the Rowan College at Burlington County Board of Trustees

MINUTES

Chair Anthony Wright requested a motion to approve the minutes for the Regular Board of Trustees Meeting on October 17, 2023. With a motion by Trustee Regina Reed, a second by Trustee Dorion Morgan, and a unanimous vote in favor, the Board approved the minutes as written. There were no questions or comments.

REPORTS

1. President's Report:

The President's Report was presented in written form to the Board, which included news and events from October 18 to November 21.

Student Spotlight

- Isabela Moreira Ferreira came to RCBC from South America (Brazil and Nicaragua) seeking a peaceful artistic pursuit.
- Googling good colleges in New Jersey led her to the best.
- Like her roommate, Pietra Mariela Arajuo de Oliveira, Isabela struggled with homesickness and while transitioning to a new culture.
- Ultimately, she found her fit at RCBC, serving on the SGA and as a peer mentor.
- She's now planning to transfer to Columbia University.

Committee Updates

- Academic
- Finance and Facilities
- Personnel

First Gen Week

- The college celebrated students who are the first in their family to attend college.
- Alpha Alpha Alpha, an honor society exclusively for first gen students, held its second RCBC induction on November 7. About 25 students were inducted.
- As a proud first-generation student, I was honored to receive the staff induction.
- [Abby Crawley](#), a first-gen student who is interning with the college's marketing department, shared a first person account with interviews of other first-gen students including President Cioce.

Winter News

- Enrollment for the winter term opened in mid-October and appears to validate

the work that went into redesigning the format.

- Instead of cramming an entire course load into 2.5 weeks with long in-person days, the term was offered over four weeks entirely online.
- As an incentive for the format, the RCBC Foundation is buying course materials for any student who registers by December 1.
- With a little less than a month away from the term, we have more students enrolled in the winter term than the previous three winters combined.
- RSVPs for the college's first winter commencement on December 20 is also encouraging.

Thanksgiving

- We celebrated Thanksgiving early, providing a home-cooked Thanksgiving meal to all students on November 9.
- International Students gathered for a multicultural celebration on November 17, with a meal provided by Sam Thevanayagam, CEO of Parts Life.

Gold Medals

- The college earned three gold and one silver medallions from the National Council of Marketing and Public Relations 1st District.
- Up against professional marketers from colleges throughout the east coast, a Graphics Design student Thanksgiving design. Samuel Adekunle won a gold medal for a Barry.
- Jay Varga earned a gold for a podcast series on graduation.
- Team efforts yielded a gold for the DEI newsletter and a silver for the 2022 Annual Report (audio cassette).

Veterans Day

- The college celebrated veterans with a small breakfast for staff who served, the re-launch of the military website (rcbc.edu/vets) and sharing stories of veterans who enrich our community.
- Paul Lazaro, a Purple Heart recipient, shared his perspective to help faculty, staff and students learn more about supporting veteran students.
- [Amanda Hartman](#) is a United States Navy Veteran who taps into her creative passions as a graphic designer/photographer with the college's marketing team.
- [Bret Weeden](#), is a Navy Veteran, who is pursuing a career related to health and fitness as an RCBC student.

Baron Spotlight

- RCBC Biology Instructor [Dr. Prachi Narayan](#) was one of 100 immigrants who officially became U.S. citizens at a ceremony hosted by RCBC.
- RCBC Alum [Chimere Nicole Haskins](#) won International Mrs. USA 2023-2024.
- [Beverly Sweeney](#) has been attending RCBC since 1972. She has several degrees and is still working on more.
- RCBC Nursing alum [Erkan Batti](#) completed his first-year residency program as a doctor.
- RCBC 3+1 alum [Christine Ortega](#) has been on the dean's list alongside her daughter and is now taking viewers on tours of local history as part of her Rowan University communications studies. Check out her latest episode that features the college on the [Town Tourist](#).

Upcoming Events

rcbc.edu/events

- Thanksgiving holiday November 23-24
- Information Session December 13 – 6-7 pm
- Commencement December 20 – 1 pm, 3:30 pm and 6 pm
- Commencement snow date December 22
- Winter Holiday December 25 through January 1.
- Martin Luther King Jr. Day January 15
- Faculty Welcome Back January 17
- Spring Term Begins January 19

President Cioce invited questions and there were none. This concluded the President's Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION
MEETING NOVEMBER 21, 2023**

RESOLUTION # 2023-325-06

RESOLUTION TO HOLD A CLOSED SESSION

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4. et seq.) provides for the exclusion of the public meetings of the governing body during the discussion of certain matters; and

WHEREAS, prior to the exclusion of the public from a meeting of the Board of Trustees it is required that the Board adopt a Resolution stating the general nature of the subject to be discussed and stating as precisely as possible the time when the minutes of the discussion conducted in closed session can be disclosed to the public; and

WHEREAS, this body is about to consider a matter which falls within the purview of N.J.S.A. 10-4-12, and can properly exclude the public from such discussions; now, therefore, be it

BE IT RESOLVED, that the Board of Trustees of Rowan College at Burlington County, now assembled in public session at its regular meeting of **November 21, 2023** enter into a closed session to consider the following matter(s).

- () 1. Discussion of any material, the disclosure of which constitutes an invasion of individual privacy.
- (X) 2. A collective bargaining agreement of the terms of provisions of the same.
- () 3. Techniques or tactics utilized to protect the safety and property of the public provided that their disclosure could impair such protection.
- () 4. An investigation of violations or possible violations of the laws of the State of New Jersey and/or Rowan College at Burlington County Administrative Code.
- () 5. Pending or anticipated litigation or contract negotiation in which this body is or maybe a party.
- (X) 6. A matter falling within the attorney-client privilege to the extent that confidentiality is required in order for the attorney to exercise his ethical duties to this body.
- () 7. Personnel matters.
- () 8. Discussion of any matter which by express provision of Federal law or State statute or rule of Court shall be rendered confidential.

- () 9. Discussion of any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- () 10. Discussion of any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- () 11. Deliberations occurring after a public hearing that may result in imposition of a civil penalty or suspension or loss of a license or permit.

More specifically, the Board may discuss in closed session the following topic(s):

Resolution Authorizing an Executive Session for the Purpose of Discussing Rowan College at Burlington County Public Safety Officers Association Collective Bargaining Agreement

(the general subject matter(s) of discussion shall be indicated by a check mark in the appropriate box and shall be more specifically referred to thereafter to the extent such additional disclosure can be made without compromising the need for confidentiality giving rise to the closed session.)

IT IS FURTHER RESOLVED that the minutes of said discussion shall be made public as soon as the matter under discussion is no longer of a confidential or sensitive nature such that the public interest will no longer be served by such confidentiality.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES REORGANIZATION
MEETING NOVEMBER 21, 2023**

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

MINUTES: EXECUTIVE (CLOSED) SESSION

CALL TO ORDER

Chair Wright called the Executive (Closed) Session meeting to order at approximately 5:56 p.m.

ATTENDANCE

Board Present: Dr. Michael Cioce, Mr. Kevin Brown, Ms. Lorraine Hatcher, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Gino Pasqualone, Mr. Mickey Quinn (Virtual), Ms. Regina Reed, Dr. Anthony Wright

Board Absent: Mr. Justin Braz and Mr. Dorion Morgan

Also Present: Ms. Kelly Grant

BUSINESS

The following business was discussed:

1. President Cioce briefed those present on matters pertaining to the Public Safety collective bargaining agreement and matters pertaining to attorney-client privileges.
2. Solicitor Grant updated the Board on the status of the Faculty and Support Staff collective bargaining agreements.

There being no further business, the Board of Trustees unanimously voted to adjourn the Executive (Closed) session at approximately 6:52 p.m.



Rowan College at BURLINGTON COUNTY

BOARD OF TRUSTEES MEETING NOVEMBER 21, 2023

RESOLUTION

APPROVAL OF MOTION TO CONVENE EXECUTIVE SESSION MEETING

WHEREAS, the New Jersey Open Public Meetings Act provides the public with a right of access to the meeting of decision-making government bodies at the state and local level in New Jersey; and

WHEREAS, under the Open Public Meetings Act, a public body may hold a closed session when the subject-matter consists of exemptions found in N.J.S.A. 10:4-125(b); and

WHEREAS, the Board of Trustees of Rowan College at Burlington County, (hereinafter referred to as Board of Trustees) in the exercise of its judgment, has determined a need to convene an Executive Session Meeting to discuss some or all of the following matters:

a. Personnel and/or Contractual Matters

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees now assembled in public session this 21st day of November, 2023, hereby determines to convene an Executive Session Meeting for such purpose.

BE IT FURTHER RESOLVED, that the Board of Trustees has the right to take action in Public Session at the conclusion of the Executive Session meeting.

Handwritten signature of Dr. Anthony C. Wright in blue ink.

Dr. Anthony C. Wright
Chairperson

Handwritten signature of Dr. Michael A. Cioce in blue ink.

Dr. Michael A. Cioce
President and Board Secretary

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc

2. Board Reports

A. Finance/Facilities Committee: In Chair Dorion Morgan's absence, Board Secretary, Dr. Michael Cioce reported:

Chair Morgan announced that the Finance/Facilities Committee met on Tuesday, November 14, 2023, and the Committee discussed various finance and facilities matters.

Chair Morgan proceeded with a review of Tabs 7 through 14 for the Board's consideration:

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

- Tab #7:** Resolution #2023-325-07, A Resolution to approve and ratify requested business-related travel.
- Tab #8:** Resolution #2023-325-08, A Resolution to approve and ratify agreements and contracts.
- Tab #9:** Resolution #2023-325-09, A Resolution such that The Board of Trustees acknowledges receipt and authorizes the filing with the State of the Annual Financial Audit of the college for Fiscal Year 2023.
- Tab #10:** Resolution #2023-325-10, A Resolution to approve Agreement by and between the Board of Trustees of Rowan College at Burlington County and the **Rowan College at Burlington County Public Safety Officers Association** covering the period of July 1, 2022 through June 30, 2025.
- Tab #11:** Resolution #2023-325-11, A Resolution to approve the purchase of furniture for the Mt. Laurel Campus renovation and upgrade projects from **Kruger International, Inc. (KI)**, and **Indiana Furniture** in the amount of **\$146,276.97**
- Tab #12:** Resolution #2023-325-12, A Resolution to award a contract to **Kaser Mechanical LLC** for the Evans Hall HVAC replacement and upgrade project in the amount of **\$1,369,000.00**
- Tab #13:** Resolution #2023-325-13, A Resolution to award a contract to **ePlus Technology, Inc.** for the purchase of wireless access points and switch upgrade for the wireless network, in the amount of **\$1,894,979.82.**

Tab #14: Resolution #2023-325-14, A Resolution to approve a contract with **VirtuIT Systems** for the purchase of DNA center servers in the amount of **\$179,987.96**

Board Secretary Dr. Michael Cioce requested a motion to move Tabs 7 through 14, as recommended by the Finance Facilities Committee. With a motion by Trustee Lorraine Hatcher and a second by Trustee Kevin Brown, the Board approved Resolutions 7 through 14 with all in favor and none opposed. There were no questions. This concluded the Finance/Facilities Committee Report.



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-07

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

FOR APPROVAL

1) Grant-Funded Travel

Jamie Cattell, Assistant Director, Title III Grant, EMSS, Las Vegas, NV, December 10, 2023 to December 12, 2023, with approximated travel expenses of **\$2,200**. (Title III)

Pamela Evans, Program Director, Radiography, Association of Collegiate Educators in Radiologic Technology, Las Vegas, NV, January 30, 2024 to February 3, 2024, with approximated travel expense of **\$1,600**. (Perkins)

David Reeves, Assistant Director, Veterans Center, EMSS, 2024 NASPA Symposium on Military Connected Students, Louisville, KY, January 30, 2024 to February 1, 2024, with approximated travel expenses of **\$1,900**. (Veterans Success)

Courtney Dyott or Melanie Brada, Diagnostic Medical Sonography, Advanced OB-GYN Ultrasound Seminar, Lake Buena Vista, FL, February 14, 2024 to February 17, 2024, with approximated travel expenses of **\$2,100**. (Perkins)

Elizabeth Brendel or Kelly LaRocca, Nursing, NurseThink for Nurse Educators, Orlando, FL, February 16, 2024 to February 17, 2024, with approximated travel expenses of **\$2,380**. (Perkins)

Malik Howard, Assistant Director of EOF, EMSS, 2024 NASPA Annual Conference, Seattle, WA, March 9, 2024 to March 13, 2024, with approximated travel expense of **\$1,800**. (EOF)

Valerie Summerfield, Instructor, Nursing, ATI Nursing Educator Summit, Salt Lake City, UT April 7, 2024 to April 10, 2024, with approximated travel expenses of **\$3,400**. (Perkins)

Laura Skrable, Simulation Lab Coordinator, Nursing, Nursing Association for Clinical Simulation and Learning Conference, Raleigh, NC, June 13, 2024 to June 15, 2024, with approximated travel expenses of **\$2,400**. (Perkins)

Kelly Rivera, Instructor, Nursing, ACEN Self-Study Conference, Las Vegas, NV, April 2, 2024 to April 4, 2024, with approximated travel expenses of **\$2,100**. (Perkins)



Dave Wilson, Instructor, STEM, ABET Symposium, Tampa, FL, April 4, 2024 to April 5, 2024, with approximated travel expenses of **\$2,400**. (Perkins)

2) Operational

Dr. Anthony C. Wright, Board Chair, Board of Trustees, 2024 National Legislative Summit, Washington, DC, February 4, 2024 to February 7, 2024, with an approximate travel expense in the amount of **\$2,463.00**.

Dr Michael Cioce, President, 2024 National Legislative Summit, Washington, DC, February 4, 2024 to February 7, 2024, with an approximate travel expense in the amount of **\$2,200.00**.

Edward Biebel, Clinical Simulation Manager, Paramedic Science, ISMH 2024, San Diego, CA, January 20, 2024 to January 24, 2024 with approximated travel expenses of **\$4,000**.

Shawn Thomas, Executive Director Adult & Continuing Education & Business Engagement, WDI, AACC Workforce Development Institute, New Orleans, LA, January 23, 2024 to January 26, 2024, with approximated travel expenses of **\$2,500**.

Shannon Williams, Nursing Program Director, National League of Nursing LEAD Orientation, Washington, DC, February 12, 2024 to February 13, 2024, with approximated travel expenses of **\$1,250**.

FOR RATIFICATION

1) Grant-Funded Travel

None.

2) Operational

None.

FOR 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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



Rowan College at BURLINGTON COUNTY

BOARD OF TRUSTEES MEETING NOVEMBER 21, 2023

RESOLUTION #2023-325-08

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

1. To approve a subscription license with **Focus 2**, doing business as **Career Dimensions, Inc.**, for online services implementing career development for the students at RCBC, for a one-year term, January 1, 2024, through December 31, 2024, in the amount of **\$4,407.75**. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600). Due diligence has been performed, which justifies the award. See narrative on following pages.)
2. 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 November 22, 2023, until June 30, 2024, in an amount not to exceed **\$3,000**. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600). Due diligence has been performed, which justifies the award. See narrative on following pages.)
3. To approve an Affiliation Agreement with **University Radiology at Cooper, LLC**, to provide observation and clinical experience for the Diagnostic Medical Sonography, Radiography, Computed Tomography, and Magnetic Resonance Imaging programs for a period of one year from the effective date, at no cost to the college.

FOR RATIFICATION:

4. To approve a Subscription Contract with **Twilio, Inc.** to provide an impact access program-text (SMS/MMS) communications to the college community, for an eight-month term, November 1, 2023, through June 30, 2024, in an amount not to exceed **\$4,800.00**. (Per N.J.S.A. 18A:64A-25.6 the contract was awarded on an emergency basis. See narrative on following pages.)


1. In January 2023, the Office of Career Preparation and Experiential Learning implemented a comprehensive online career development and major exploration tool, **FOCUS2**, (licensed by **Career Dimensions**). The benefit of using such a tool is twofold: the tools provide self-assessments students can utilize to explore interests, skills and values related to careers as well as facilitate career exploration discussions with advisors. Additionally, the FOCUS2 system provides up-to-date salary, employment and outlook data to help inform student career decision making. As part of the vendor vetting process that was conducted last year, FOCUS2 was identified as the best product among its competitors due to cost, reliability of career data within the system, and ease of use. FOCUS2 activities have also been embedded in several college programs including the First Year Experience program and summer bridge programs hosted by Admissions. Through our current contract, current RCBC students have unlimited access to FOCUS2, as do prospective students through an add-on product (FOCUS2 Apply). We would like to continue this access, as we are seeing increasing usage of both products. Quotes were requested again in 2023 and Career Dimensions continues to be the lowest cost vendor and offering better usage of an online assessment and planning module for the students.
2. 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 November 22, 2023, until June 30, 2024, in an amount not to exceed **\$3,000**.
3. The college has entered into an affiliation agreement with **University Radiology at Cooper, LLC**, (Cooper) to provide the Rowan College at Burlington County's students participation along with Cooper's facility healthcare providers in their daily routine providing clinical services relevant for the students to complete their clinical experience accordingly to the college's Diagnostic Medical Sonography, Radiography, Computed Tomography and Magnetic Resonance Imaging programs.
4. The college has entered into a contract with **Twilio** to provide text messaging services for multifactor authentication. Multifactor authentication is a multi-step account login process that requires users to enter more information than just a password. The college implemented this process fully for all students and staff in October and it was estimated that a majority of individuals would utilize the app that there is no charge for, however this estimate was inaccurate and a vast majority of users choose to receive text messages, which the college is charged for. An emergency was created when the previously purchased amount was going to be exceeded and students and staff would not be able to access the college's network. Steps will be implemented to ensure that an emergent situation does not occur again.

*******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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Justin Braz						x		1
2 Kevin Brown		√						2
3 Lorraine Hatcher	√							3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan						x		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
NOVEMBER 21, 2023**

RESOLUTION #2023-325-09

**THE BOARD OF TRUSTEES ACKNOWLEDGES RECEIPT AND AUTHORIZES THE
FILING WITH THE STATE OF THE ANNUAL FINANCIAL AUDIT OF THE COLLEGE
FOR FISCAL YEAR 2023**

WHEREAS, the College's Auditor of Record, Bowman & Company LLP, has prepared an audit for the Board of Trustees from July 1, 2022 to June 30, 2023; and

WHEREAS, the audit received an unqualified opinion; and

WHEREAS, the audit was reviewed and discussed with the College's president and administration, as well as the Board's Finance Committee; and

WHEREAS, Mr. Robert Nehila of the firm of Bowman & Company LLP was present at the Board's Finance Committee meeting on November 14, 2023 to provide a brief presentation and answer questions of the Board members concerning the audit and recommendations; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, approve and accept the fiscal year 2023 audit.

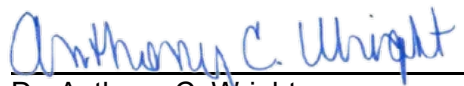


*******CERTIFICATION OF THE SECRETARY*******


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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz						x	1
2 Kevin Brown		√					2
3 Lorraine Hatcher	√						3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini							5
6 Dorion Morgan						x	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. Ciocce
Board Secretary



**ROWAN COLLEGE AT BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-10

**TO APPROVE AGREEMENT BY AND BETWEEN
THE BOARD OF TRUSTEES OF ROWAN COLLEGE AT BURLINGTON COUNTY
AND THE PUBLIC SAFETY ASSOCIATION COVERING THE PERIOD OF
JULY 1, 2022 THROUGH JUNE 30, 2025**

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

WHEREAS, this Agreement represents a complete and final understanding between the Rowan College at Burlington County and the Rowan College at Burlington County Public Safety Officers Association, for a three (3) year period commencing July 1, 2022 through June 30, 2025; and

WHEREAS, the Rowan College at Burlington County Public Safety Officers Association will receive 2.95% increase and/or salary adjustments effective July 1, 2022; 2.95% increase effective July 1, 2023; and 2.95% increase effective July 1, 2024; and

WHEREAS, the Board of Trustees has the authority to determine such rates to be paid to its employees in accordance with P.L. 1982 c. 189(C.18A:64A-12f); and

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


NOW, THEREFORE BE IT RESOLVED, by the Trustees of the College, now assembled in public session this 21st day of November, 2023, to Approve Agreement by and between the Rowan College at Burlington County and the Rowan College at Burlington County Public Safety Officers Association for a three (3) year period commencing July 1, 2022 through June 30, 2025.


*******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, November 21, 2023** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-11

**TO APPROVE THE PURCHASE OF FURNITURE FOR THE MT. LAUREL CAMPUS
RENOVATION AND UPGRADE PROJECTS FROM KRUEGER INTERNATIONAL
INC. (KI) AND INDIANA FURNITURE IN THE AMOUNT OF \$146,276.97**

WHEREAS, the College has a need to purchase furniture for a renovation project in the Student Success Center and Health Sciences Center on the Mt. Laurel campus; and

WHEREAS the College's facilities and purchasing departments worked to identify furniture lines available to meet the College's needs in order to maintain a consist look and feel throughout the campus; and

WHEREAS the **Krueger International Inc. (KI)** and **Indiana Furniture** were identified as the manufacturer that could provide the necessary items for this project; and

WHEREAS, the New Jersey County College Contracts Law (N.J.S.A. 18A:64A-25.9) permits purchases for supplies, materials, and services through State agencies; and

WHEREAS these products and services are available under New Jersey State Contract (#81720) and the Middlesex Cooperative Purchasing Consortium; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24), it appears in the best interest of the College to award contracts to **KI**, c/o Education Furniture Solution, 1330 Bellevue Street, Green Bay, Wisconsin 54302 and **Indiana Furniture**, 1224 Mill Street, Jasper, Indiana 47547; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24)), the President recommends contracts be awarded to the following vendors: **KI**, c/o Education Furniture Solution, 1330 Bellevue Street, Green Bay, Wisconsin 54302 and **Indiana Furniture**, 1224 Mill Street, Jasper, Indiana 47547.

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, to approve the purchases from **KI** and **Indiana Furniture** in the amount of **\$146,276.97**.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Minor Capital budget to pay for the contract between Rowan College at Burlington County and **KI and Indiana Furniture**.

The money necessary to fund said contract is in the amount of **\$146,276.97**. 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:

6-05095-9506 (Minor Capital, Furniture & Equipment)

Kevin Kerfoot

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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-12

**TO AWARD A CONTRACT TO KASER MECHANICAL LLC FOR THE EVANS HALL
HVAC REPLACEMENT AND UPGRADE PROJECT
IN THE AMOUNT OF \$1,369,000.00**

WHEREAS, the College has a need to replace and upgrade the HVAC system and infrastructure with the Evans Hall administrative building on the Mt. Laurel campus; and

WHEREAS, a notice for bids for the RCBC Evans Hall HVAC Replacement Project was duly advertised on Monday, September 25, 2023 and bids opened on Thursday, October 19, 2023 at 2:00 PM; and

WHEREAS, two (2) bidders responded to this request for bids; and

WHEREAS, **Kaser Mechanical LLC** submitted the lowest responsible bid, a base bid in the amount of \$1,369,000.00, which is within the Architect's cost estimate for this work; and

WHEREAS, this award of contract shall be in accordance with plans and specifications dated September 2023, as prepared by CME Associates with an office at 3141 Bordentown Avenue, Parlin, NJ 08859, utilized in bidding; and

WHEREAS, CME Associates has reviewed the bids and recommends awarding the contract to **Kaser Mechanical LLC**, 1150 East Board Street, Burlington, NJ 08016; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) it appears in the best interest of the College to award a contract to **Kaser Mechanical LLC**, 1150 East Board Street, Burlington, NJ 08016; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends the award of this contract to the following vendor(s): **Kaser Mechanical LLC**, 1150 East Board Street, Burlington, NJ 08016;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, that the Board award a contract to **Kaser Mechanical LLC** for the Evans Hall HVAC Replacement Project in the amount of **\$1,369,000.00**.



Rowan College
at
BURLINGTON COUNTY

*******CERTIFICATE OF AVAILABILTY 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 **Kaser Mechanical LLC**.

The money necessary to funds said contract is **\$1,369,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line-item appropriations:

6-10001-9701 (Evans Hall Renovations, Contracted Services)

Kevin Kerfoot

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, November 21, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary



BID ANALYSIS SHEET

BID NAME: *RCBC Evans Hall HVAC Replacement Project*
BID NUMBER: *Bid# RFB 24-09-B*
ADVERTISED: *Monday, September 25, 2023 (BCT, Courier Post, Trenton Times, & RCBC Website)*
BID OPENING: *Thursday, October 19, 2023 @ 2:00 PM*

Bidder	Base Bid	Compliance
Falasca Mechanical, Inc.	\$1,423,600.00	Compliant
Kaser Mechanical LLC	\$1,369,000.00	Compliant



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-13

**TO AWARD A CONTRACT TO EPLUS TECHNOLOGY, INC. FOR THE PURCHASE
OF WIRELESS ACCESS POINTS AND SWITCH UPGRADE FOR THE WIRELESS
NETWORK, IN THE AMOUNT OF \$1,894,979.82**

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

WHEREAS, the systems will be purchased under the New Jersey Higher Education, Higher Education Technology Infrastructure Fund (HETI) grant within the scope of the College's Next Generation Enterprise Network 2 (NGEN2) project intended to enhance our digital learning environment with increased bandwidth, faster network and application response, and seamless Bring Your Own Device (BYOD) support; and

WHEREAS these services are included under New Jersey State Contract (#21-TELE-01506); and

WHEREAS it appears that **ePLUS TECHNOLOGY, INC.** 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 in the best interest of the College to award a contract to: **ePLUS TECHNOLOGY, INC.**, 150 S. Warner Road, Suite 150, King of Prussia, PA 19406 (New Jersey State Contract #21-TELE-01506); 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 **ePLUS TECHNOLOGY, INC.**, 150 S. Warner Road, Suite 150, King of Prussia, PA 19406 (New Jersey State Contract #21-TELE-01506);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, to award a contract to **ePLUS TECHNOLOGY, INC.** in the amount of **\$1,894,979.82**.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the fiscal year 2024 Operating budget to pay for the contract between Rowan College at Burlington County and **ePLUS TECHNOLOGY, INC.**

The money necessary to fund said contract is **\$1,894,979.82**. 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:

- 6-05100-9506 (Higher Education Technology Infrastructure, Equipment) \$1,248,767.90**
- 6-05100-9463 (Higher Education Technology Infrastructure, Licenses Computer Software) \$362,452.26**
- 6-05100-9601 (Higher Education Technology Infrastructure, Maintenance Contract) \$118,504.66**
- 6-05100-9701 (Higher Education Technology Infrastructure, Contracted Services) \$159,555.00**
- 6-05100-9301 (Higher Education Technology Infrastructure, Training) \$5,700.00**

Kevin Kerfoot

Kevin Kerfoot
Chief Financial Officer

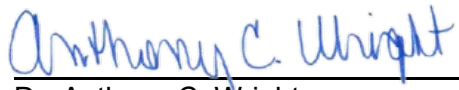



*******CERTIFICATION OF THE SECRETARY*******

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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

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


Dr. Anthony C. Wright
Chairperson


Dr. Michael A. Cioce
Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-14

**TO APPROVE CONTRACT WITH VIRTUIT SYSTEMS FOR THE PURCHASE OF
DNA CENTER SERVERS IN THE AMOUNT OF \$179,987.96**

WHEREAS, the College has a need for modern networking equipment being installed at the college features central control, proactive monitoring, access and utilization logging, and unified administration of the infrastructure therefore the College has a need for equipment to run the network management software; and

WHEREAS, the systems will be purchased under the New Jersey Higher Education, Higher Education Technology Infrastructure Fund (HETI) grant within the scope of the College's Next Generation Enterprise Network 2 (NGEN2) project intended to enhance our digital learning environment with increased bandwidth, faster network and application response, and seamless Bring Your Own Device (BYOD) support; and

WHEREAS, the manufacturer suggested a dedicated appliance as a network management device however the college has verified that the same network control and monitoring software would run effectively on more versatile multipurpose servers at a lower cost and these servers come with a 3-year support and HP foundation care service protection plan; and

WHEREAS, the New Jersey County College Contracts Law (N.J.S.A. 18A:64A-25.9) permits purchases for supplies, materials, and services through State agencies; and

WHEREAS, this equipment and these services are included under New Jersey State Contract (#19-TELE-00656); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to approve the purchase with **VirtuIT Systems**, 101 Airport Executive Park, Nanuet, NY, 10954 (New Jersey State Contract #19-TELE-00656); 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 ratified with the following vendor: **VirtuIT Systems**, 101 Airport Executive Park, Nanuet, NY, 10954 (New Jersey State Contract #19-TELE-00656);

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 21st day of November 2023, to approve the purchase from **VirtuIT Systems** in the amount of **\$179,987.96**.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2024 Grant budget to pay for the purchase of production server and installation from **VirtuIT Systems**.

The money necessary to fund said purchase is **\$179,987.96**. The purchase 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:

6-05100-9506 (Higher Education Technology Infrastructure, Equipment) \$137,871.51
6-05100-9601 (Higher Education Technology Infrastructure, Maintenance Contract)
\$42,116.45

Kevin Kerfoot

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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

B. Personnel Committee: Committee Chair Kevin Brown reported

The Personnel Committee met on Monday, November 15, 2023, to discuss various personnel items. Trustee Kevin Brown proceeded with a review of Tabs 15 through 17 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #15: Resolution #2023-325-15, A Resolution approving personnel actions for Rowan College at Burlington County.

Tab #16 Resolution #2023-325-16, A Resolution to appoint **Laine Federal Solutions, Infojini, Inc., Lancesoft, Inc., Compunnel Software Group, Resource Logistics, 22nd Century, BOTG, LLC, Frontal USA**, as the College's list of qualified vendors for temporary employee Services, for the period of January 1, 2024 to December 31, 2024.

Tab #17: Resolution #2023-325-17, A Resolution for approval of the President's recommendation to reappoint and award tenure to certain faculty holding academic rank.

Committee Chair Brown requested a motion to move Tabs 15 through 17, as recommended by the Personnel Committee. With a motion by Chair Lorraine Hatcher, and a second by Trustee Dorion Morgan, the Board approved Resolutions 15 through 17 with all in favor and none opposed. There were no questions.

This concluded the Personnel Committee Report



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-15

**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;

Debra Krouse as PT Tutor II at \$18/hour;
Dayna Paul as PT Student Success Coach at \$18/hour;
Gregory Taylor as PT Welcome Center Assistant at \$18/hour;
Kimberly Brickley as PT Academic Advisor at \$18/hour;
Kylah Brown as PT Academic Advisor at \$18/hour;
Christina Cunningham as PT Academic Advisor at \$18/hour;
Kristal Velez as Employment Support Specialist, Adults Center for Transition (grant renewed annually) at \$45,000;
Megan McComsey as Financial Aid Officer at \$47,057;
Zachary Wishnefsky as PT Experiential Learning Coordinator at \$20/hour;
Cassandra Lis as PT Experiential Learning Coordinator at \$20/hour;
Kyle Ewers as ABE/Job Foundation Full-Time Instructor at \$46,000;
James Brown as PT Custodian at \$14.50/hour;
Connor White as PT Building Maintenance Mechanic at \$15/hour;
Alexis Bouza as STEM Laboratory Technician at \$41,926;
Carla Swanson as PT ESL Tutor at \$22/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;

James Lawless as Assistant Director of Financial Aid at \$55,000;
Mimi Oliveira as New Student Experience/Welcome Center Manager at \$51,000;
Shannon Dorety as Honors Coordinator at \$45,000;
Louise Hill as Financial Aid Coordinator at \$63,732.60;



Lillian Rivera as Financial Aid Junior Officer at \$31,359
Robert Tumas as Business Engagement Specialist as \$52,000;
Amy Anderson as Nursing Faculty Instructor 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;
None; and

Adjuncts, Liberal Arts;
Seery, Joshua; Katrina, Corinne; Rogers, JaymiLynn; Chebotarev, Aleksandr; Beach, Caitin; Spencer, Melisa; Vinci, Andrea; and

Adjuncts, Nursing and Health Sciences;
Szymanski, Angelique; Testa, Nicole; Rudnick, Teresa; Slobodjian, Jaime; Schone, Alexis; Hasan, Suhair; and

Part-Time Trainers;
Zapien Ludena, Candy; and

EMT Trainers/EMT Aides;
None; and

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

Ashleigh Miller as PT Experiential Learning Coordinator, WDI;
Scott Colgan as PT Custodian, Facilities;
Gary Grant as PT Custodian, Facilities;
Kaitlyn Mourer as Adjunct, Health Sciences;
David Michaelski as Adjunct, Liberal Arts;
Mark Yuschak as Adjunct, STEM;
Christine Ortega as PT Admissions Navigator, EMSS;
Ashley Elmes as New Student Experience/Welcome Center Manager, 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;

None; 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;

Thomas Brower, Facilities, Paid Leave;
Beth Haff, EMSS, Paid Intermittent Leave;
Diane Davenport, EMSS, Paid Leave;
Karen Endre, EMSS, Paid Leave & Unpaid Leave;
Jeffrey Alcalde, Public Safety, Unpaid 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 21st day of November 2023, 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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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



 Dr. Anthony C. Wright
 Chairperson



 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-16

TO REAFFIRM LAINE FEDERAL SOLUTIONS, INFOJINI, INC., LANCESOFT, INC., COMPUNNEL SOFTWARE GROUP, RESOURCE LOGISTICS, 22ND CENTURY TECHNOLOGIES, INC., BOTG, LLC, AND FRONTALL USA, AS THE COLLEGE'S LIST OF QUALIFIED VENDORS FOR TEMPORARY STAFFING SERVICES, FOR THE PERIOD OF JANUARY 1, 2024 TO DECEMBER 31, 2024.

WHEREAS, the College may have a need to use various temporary employment agencies; and

WHEREAS, a Request for Qualifications/Proposals for Temporary Staffing Services, RFP-24-04, was advertised on Friday, September 1, 2023 and opened on Tuesday, September 26, 2023 and there were eight (8) compliant responses; and

WHEREAS, the current qualified list of vendors expires December 31, 2023; and

WHEREAS, these qualified vendors can provide the various temporary services that the College may require; and

WHEREAS, it has been determined that these qualified vendors have been able to provide the various temporary services that the College has required; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4), it appears in the best interest of the College to reaffirm the following vendors: **Laine Federal Solutions**, 235 Peachtree Road, NE, Ste. 400, Atlanta, GA 30326; **Infojini Consulting, Inc.**, 295 Pierson Avenue, Ste. 104, Edison, NJ 08837; **LanceSoft, Inc.**, 2121 Cooperative Way, Ste. 130, Herndon, VA 20171; **Compunnel, Inc.**, 103 Morgan Lane, Ste. 102, Plainsboro, NJ 08536; **Resource Logistics, Inc.**, 39 Milltown Road, East Brunswick, NJ 08816; **22nd Century Technologies, Inc.**, 8251 Greensboro Drive, McClean, VA 22102; **BOTG Solutions, Inc.**, 144 Porter Street, Ste. 107, Franklin, NC 28734; **Frontall USA**, 111 Jefferson Avenue, Elizabeth, NJ 07201.



WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4), the President recommends to re-affirm the following vendors: **Laine Federal Solutions**, 235 Peachtree Road, NE, Ste. 400, Atlanta, GA 30326; **Infojini Consulting, Inc.**, 295 Pierson Avenue, Ste. 104, Edison, NJ 08837; **LanceSoft, Inc.**, 2121 Cooperative Way, Ste. 130, Herndon, VA 20171; **Compunnel, Inc.**, 103 Morgan Lane, Ste. 102, Plainsboro, NJ 08536; **Resource Logistics, Inc.**, 39 Milltown Road, East Brunswick, NJ 08816; **22nd Century Technologies, Inc.**, 8251 Greensboro Drive, McClean, VA 22102; **BOTG Solutions, Inc.**, 144 Porter Street, Ste. 107, Franklin, NC 28734; **Frontall USA**, 111 Jefferson Avenue, Elizabeth, NJ 07201 are designated as the College's list of qualified vendors for temporary staffing services; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21ST day of November 2023, : **Laine Federal Solutions**, 235 Peachtree Road, NE, Ste. 400, Atlanta, GA 30326; **Infojini Consulting, Inc.**, 295 Pierson Avenue, Ste. 104, Edison, NJ 08837; **LanceSoft, Inc.**, 2121 Cooperative Way, Ste. 130, Herndon, VA 20171; **Compunnel, Inc.**, 103 Morgan Lane, Ste. 102, Plainsboro, NJ 08536; **Resource Logistics, Inc.**, 39 Milltown Road, East Brunswick, NJ 08816; **22nd Century Technologies, Inc.**, 8251 Greensboro Drive, McClean, VA 22102; **BOTG Solutions, Inc.**, 144 Porter Street, Ste. 107, Franklin, NC 28734; **Frontall USA**, 111 Jefferson Avenue, Elizabeth, NJ 07201, are re-affirmed as the College's list of qualified vendors for temporary staffing services.

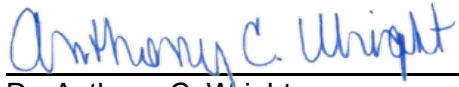


*******CERTIFICATION OF THE SECRETARY*******


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, November 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Sn d	Ay e	Na y	Ab n	Ab s	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz						x	1
2 Kevin Brown							2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini		√					5
6 Dorion Morgan						x	6
7 Gino Pasqualone							7
8 Mickey Quinn							8
9 Regina Reed	√						9
10 Vacant							10
11 Anthony C. Wright, Chairperson							11

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



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-17

**APPROVAL OF THE PRESIDENT’S RECOMMENDATIONS TO REAPPOINT AND
AWARD TENURE TO CERTAIN FACULTY HOLDING ACADEMIC RANK**

WHEREAS, Professor Renita Brady is eligible for reappointment that would confer tenure; and

WHEREAS, Professor Renita Brady has prepared and submitted for review, an appropriate application for reappointment that would confer tenure; and

WHEREAS, the tenure review file of Professor Renita Brady has included her entire record of service and employment at the College, were evaluated by the Divisional Deans who provided affirmative recommendations for their reappointments; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Deans’ affirmative recommendations as well as the evidence and information presented in Professor Renita Brady’s tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in the relevant part that:

“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution.” and,

“Tenure should be awarded after presentation of positive excellence in teaching, scholarly achievement, contribution to College and Community, and fulfillment of professional responsibilities.”

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in the application of Professor Renita Brady for reappointment and record of employment are consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Professor Renita Brady; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Deans and Tenure Review Board for the reappointment of Professor Renita Brady to the next Academic Year, 2024-2025, in light of all appropriate institutional needs, policies, criteria and requirements; and



WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Professor Renita Brady effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received recommendations from the President to reappoint Professor Renita Brady;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 21st day of November 2023, hereby accepts the recommendation of the President to reappoint Professor Renita Brady;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Professor Renita Brady.





*****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, November 21, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Justin Braz						x		1
2 Kevin Brown								2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini		√						5
6 Dorion Morgan						x		6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary

- C. **Academic Committee:** Dr. James Kerfoot, Committee Chair, asked Dr. David Spang, Senior Vice President and Provost, to report on behalf of the Academic Committee. Dr. Spang reported that the Academic Committee met on Tuesday, November 14, 2023. The Committee discussed developing standardized performance metrics, industry partnership relationships, faculty collective bargaining agreements and academic grants involving undergraduate research.

Academic Committee Action (Resolution(s) for Approval)

- Tab #18:** Resolution #2023-325-18, A Resolution for the establishment of a 3+1 Pathway for Rowan College at Burlington County students enrolled in an Associate of Science degree in Computer Science or an Associate of Science degree in Computer Information Systems, or an Associate of Science degree in Liberal Arts and Sciences with an option in Business Administration to pursue a Bachelor of Science degree in Data Analytics from Rowan University.
- Tab #19:** Resolution #2023-325-19, A Resolution for the Establishment of a Cybersecurity Certificate for Rowan College at Burlington County for students and area professionals offered through the Workforce Development Institute.

Committee Chair Dr. James Kerfoot requested a motion to move Tabs 18 and 19, as recommended by the Academic Committee. With a motion by Trustee Gino Pasqualone, and a second by Trustee Raymond Marini, the Board approved Resolutions 18 and 19 with all in favor and none opposed. There were no questions.

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



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-18

ESTABLISHMENT OF A 3+1 PATHWAY FOR ROWAN COLLEGE AT BURLINGTON COUNTY STUDENTS ENROLLED IN AN ASSOCIATE OF SCIENCE DEGREE IN COMPUTER SCIENCE OR AN ASSOCIATE OF SCIENCE DEGREE IN COMPUTER INFORMATION SYSTEMS OR AN ASSOCIATE OF SCIENCE DEGREE IN LIBERAL ARTS AND SCIENCES WITH AN OPTION IN BUSINESS ADMINISTRATION TO PURSUE A BACHELOR OF SCIENCE DEGREE IN DATA ANALYTICS FROM ROWAN UNIVERSITY

WHEREAS, in an ongoing effort to provide students with opportunities for accessible and affordable educational pathways, Rowan College at Burlington County (RCBC) has partnered with Rowan University (RU) in 3+1 programs that facilitate transfer of students from RCBC to RU for the purpose of completing a baccalaureate degree; and

WHEREAS, a new 3+1 pathway was established for RCBC students enrolled in the Computer Science, Computer Information Systems or Liberal Arts and Sciences with an option in Business Administration Associate of Science degree programs to pursue a Bachelor of Science degree in Data Analytics from Rowan University; and

WHEREAS, the Senior Vice President & Provost from RCBC signed an Articulation Agreement for this new 3+1 pathway with the RU Provost and Senior Vice President for Academic Affairs and with the RU Senior Vice President for Strategic Enrollment Management on April 19, 2023; and

WHEREAS, the Data Analytics 3+1 pathway consists of 90 credits of RCBC coursework and 30 credits of RU coursework for a total of 120 credits; and

WHEREAS implementation of the new 3+1 in Data Analytics will launch in Fall 2024 with eligible students who graduate from the approved Rowan College at Burlington County AS degrees in May 2024 or for any returning students with these AS degrees already completed; and

WHEREAS recommended course sequence guides have been developed.

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, to approve establishment of the 3+1 pathway for Rowan College at Burlington County students enrolled in an Associate of Science degree in Computer Science or Computer Information Systems or Liberal Arts and Sciences with an option in Business Administration to pursue a Bachelor of Science degree in Data Analytics from Rowan University with implementation in Fall semester 2024.





*****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, November 21, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Room 24, Mount Holly, New Jersey

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

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2023**

RESOLUTION #2023-325-19

**ESTABLISHMENT OF CYBERSECURITY CERTIFICATE FOR ROWAN COLLEGE
AT BURLINGTON COUNTY FOR STUDENTS AND AREA PROFESSIONALS
OFFERED THROUGH THE WORKFORCE DEVELOPMENT INSTITUTE**

WHEREAS, in an ongoing effort to provide students with opportunities for accessible and affordable educational pathways, Rowan College at Burlington County (RCBC) has provided certificate programs for targeted industry professionals/ individuals who need a certificate and not a degree; and

WHEREAS, this certificate will enhance STEM and WDI programs for individuals seeking individual certificates, providing both on-ramp and off-ramp pathways, and enhance RCBC dual enrollment programs with high schools and technical training colleges/schools; and

WHEREAS, the certificate has the potential to enhance the Cybersecurity and WDI programs, increasing the enrollments and providing a pathway for non-credit to credit coursework; and

WHEREAS, implementation of the new certificate in Cybersecurity will launch in Fall 2024 with eligible students in the Cybersecurity program and area professionals through WDI; and

WHEREAS, a recommended course sequence guide has been developed for the 32 credits required; and

WHEREAS, marketing to students will begin in spring 2024.

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of November 2023, to approve the establishment of the Cybersecurity Certificate for Rowan College at Burlington County students and area professionals offered through Workforce Development Institute.





*****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, November 21, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Room 24, Mount Holly, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Justin Braz						x		1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini		√						4
5 Regina Reed								5
6 Dorion Morgan						x		6
7 Lorraine Hatcher								7
8 Gino Pasqualone	√							8
9 Mickey Quinn								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. Ciocè
 Board Secretary

COMMENTS FROM THE PUBLIC

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

COMMENTS FROM THE BOARD

Chair Wright invited comments from the Board. Vice Chair James Kerfoot wished everyone Happy Holidays. Chair Wright wished everyone and their families a happy and healthy Holiday season.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Wright called for a motion to adjourn the Public Session. With no further business the Board of Trustees' Meeting adjourned at 7:19PM.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc