

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., February 16, 2021

By Webex

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

MINUTES

CALL TO ORDER

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

FLAG SALUTE

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

SWEARING IN NEW RCBC TRUSTEES

Chair Nyikita introduced and welcomed Ms. Robin A. Walton as a newly appointed Trustee to the Rowan College at Burlington County Board of Trustees.

Ms. Robin A. Walton was appointed by Governor Philip D. Murphy on January 20, 2021 for a four-year term of service through November 1, 2024. Ms. Walton is the Vice President for Community and Government Affairs at Thomas Edison State University and she has an extensive background in education and government.

Solicitor Grant virtually administered the Oath of Allegiance and Oath of Office. The Board of Trustees, President Michael Cioce, and all meeting attendees welcomed Ms. Walton to the Board. The Oath has been officially signed.

ROLL CALL

Board Present: Mr. James Anderson, Mr. Kevin Brown, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Robin Walton, Dr. Anthony Wright, Ms. Stephanie Berdugo-Hernandez (Alumni Trustee)

Board Absent: Ms. Jamie Martin

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Dr. Cathy Briggs, Ms. Emmy Casa, Ms. Lindsey Daniello, Mr. Andrew Eaton, Mr. Matthew Farr, Dr. Martin Hoffman, Mr. Jarrett Kealey, Ms. Linda Lewis, Mr. Mark Meara, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Elizabeth Nesius, Ms. Anna Payanzo Cotton, Ms. Julie Ritter, Dr. Anita Rudman, Ms. Michelle Russell, Dr. David Spang, Mr. Michael Turnbull, Dr. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

Special Guest: Ms. Renee Chambers Liciaga, Former RCBC Trustee

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 17, 2020, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meeting on January 19, 2021, as submitted. The motion was made by Trustee James Kerfoot, with a second by Trustee Raymond Marini, and a unanimous vote in favor. There were no questions or comments and the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from January 18, 2021 to February 16, 2021.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period January 12, 2021 to February 8, 2021.
- President Cioce welcomed our new Trustee, Ms. Robin Walton, with whom he had an opportunity to meet virtually a few weeks back. He proceeded with the following announcements in addition to the written report provided in the Board packet:

1) It is officially the Spring semester, and our plans in September and October 2020 for

how much was going to be in person versus how much was going to have to remain remote was largely outside of our control, but we welcome the full start to the semester. Since January 22, 2021, we have been operating under five different modes: We have on campus courses with labs and health science clinicals; distance learning; virtual live; hybrids; and hybrid mixed mode. The Summer 2021 semester officially opened for registration, and we are finalizing elements regarding the Fall 2021, which will be here before we know it. There are guiding principles that the Cabinet and Dr. Cioce are working on.

- 2) Dr. Cioce thanked Trustees Kerfoot and Martin, who were able to join him last week with the Association of Community College Trustees (ACCT) as part of our legislative update. Dr. Cioce had an opportunity to meet with Congressmen Kim and Norcross on some of the federal stimulus updates that we are already recipients of, and some of the finalization of items that are going to be in this next round of stimulus. Interestingly, both asked about student loan debt that is clearly becoming a topic of concern at the federal level. We have a lot to be proud of for everything we do in Burlington County on providing the most affordable pathway to a baccalaureate program.
- 3) Also, exciting news on the state front. The Governor is set to sign the Community College Opportunity Grant (CCOG) into permanent law next week, February 25th, and locally Senator Singleton was a co-sponsor of that bill. We had a legislative update on the town hall last week, where Senator Singleton joined Dr. Cioce and our students. The fact that a last dollar scholarship has become a reality for community college enrollees in the state is huge. It's not only huge for us, but it's huge for the thousands of New Jersey students who will benefit from that additional assistance. College affordability is spiraling out of control in other pockets of the universe, but not here in Burlington County.
- 4) President Cioce thanked our alumni trustee, Stephanie Berdugo Hernandez, who invited members of the New Jersey Higher Education Student Assistance Authority (HESAA), to join us a few weeks ago to talk about the navigation of the federal and state financial aid programs. Stephanie is the student representative from RCBC.
- 5) In addition to the written report Dr. Cioce submitted, he announced the African American cultural events committee has again done an excellent job with programming that has already taken place and is scheduled for rest of this month. Trustee Dorion Morgan will be one of the highlights. The virtual Gospel Fest is scheduled for Thursday, February 18, 2021, at 6:00PM, and it is a great event featuring Trustee Morgan singing. Trustee Morgan will also join us next week on February 24, 2021, at 6:00PM, to assist with the second Healing our Communities Town Hall.
- 6) The College has been holding Blood Drives for some time, but during the COVID-19 pandemic, they have been even more important. Our most recent call to action was related to Sickle Cell disease. Dr. Cioce thanked Mr. Anthony Phillips of the Workforce Development team for sharing his story with us. One of our writers in RCBC marketing,

Ms. Angela Miller, was able to prepare a very nice piece highlighting Mr. Phillips story. Our Blood Drive goal was 20 units, and Mr. Phillips' family story resonated with the masses and we hit that goal. Dr. Cioce thanked Anthony for trusting us to tell something extremely personal in an effort to help others.

7) This month is also Give Kids A Smile (GKAS) Day. Dr. Cioce will meet with some of the Burlington County Commissioners tomorrow, along with Assemblywoman Carol Murphy, to do a walkthrough at the Dental Hygiene Lab in the RCBC Health Sciences Center. Social distancing and PPE will be strictly enforced. The Rowan College at Burlington County Dental Hygiene Program in cooperation with the New Jersey Dental Association will be expanding the Give Kids A Smile program for the rest of the semester. Cleaning, x-rays, fluoride treatment and sealants are available at no cost to children 13 years old and under. If you are aware of children in need of dental care, please let us know and we will connect you with Ms. Gail Vasilenko, Director of RCBC's Dental Hygiene program. For more information, see www.rcbc.edu/dental.

8) In lieu of the Celebration of Philanthropy, the Director of the RCBC Foundation, Ms. Lindsey Daniello, announced a more competitive fundraising challenge called the Battle of the Barons, similar to March Madness. It's a friendly competition to help raise funds to support our students. More information to come.

- Presentation to Trustee Renee Chambers-Liciaga: President Cioce announced that while we are excited for Trustee Robin Walton joining us on the Board, she is replacing one of our gubernatorial appointments, Renee Chambers-Liciaga. We all know and love Renee, and the Board and Dr. Cioce thanked her for her role as Liaison to the College Foundation and on the Board. Her energy is awesome and infectious! President Cioce read the resolution presented to Ms. Chambers-Liciaga in recognition of her service to the College. The Board and President Cioce applauded Ms. Chambers-Liciaga and thanked her for her outstanding service to the College, our students, and the Burlington County community. Ms. Liciaga remarked that it has been an honor to serve the College as a Trustee and as a Mount Laurel resident. She looks forward to continuing her work voluntarily with the College Foundation. Chair Nyikita added that Ms. Liciaga has been one of the most energetic, enthusiastic and committed Trustees he has ever worked with. He wished her the best and is happy to hear that she will continue to be involved with the College.

President Cioce invited questions and there were none.

This concluded the President's Report.

2. **Board Reports**

A. **Finance/Facilities Committee:** Chair George Nyikita reported:

Chair Nyikita announced that the Finance/Facilities Committee met virtually on Tues., February 9, 2021, at 3:00PM, and the Committee discussed various strategies related to

budget, and preparing our budget for possible presentation at our next meeting in March that is a work in progress. They hope to maintain a stable tuition rate.

Mr. Nyikita proceeded with a review of Tabs 1 through 6 for the Board's consideration:

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

- Tab #1:** Resolution #2021-047-01, A Resolution to approve and ratify requested business-related travel
- Tab #2:** Resolution #2021-047-02, A Resolution to approve and ratify contracts
- Tab #3:** Resolution #2021-047-03, A Resolution to approve the Adoption/Affirmation of Certain Board Policies.
- Tab #4:** Resolution #2021-047-04, A Resolution to approve the Retirement of certain Board Policies.
- Tab #5:** Resolution #2021-047-05, A Resolution to award a three-year contract to CDW Government for OneLogin services in an amount of \$47,058.00 annually.
- Tab #6:** Resolution #2021-047-06, A Resolution for the approval of payment of Virtua invoices in accordance with the terms of agreement between Virtua Health, Inc. and Rowan College at Burlington County for clinical placement services in an amount not to exceed \$250,000.00 for fiscal year 2021.

Chair Nyikita invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 6, as recommended by the Finance/Facilities Committee. With a motion by Trustee Jim Anderson and a second by Trustee Mickey Quinn, the Board approved Resolutions 1 through 6, with all in favor and none opposed.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
FEBRUARY 16, 2021**

RESOLUTION #2021-047-01

TO APPROVE AND RATIFY REQUESTED BUSINESS RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

None

2) Operational

Dr. Michael A. Cioce, AACC Convention Live, Nashville, TN, April 11 – 14, 2021, \$2,256.76

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

None

REIMBURSEMENT

None

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held virtually on Tuesday, February 16, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION #2021-047-02

TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve an agreement with **Starlite Productions International** for Rowan College at Burlington County, to provide 2021 commencement stage, lighting and sound, for the Student Success Department, in an amount of \$19,000.00.

To approve a subscription license renewal from **Getty Images (us) Inc.**, with Rowan College at Burlington County, for iStockphoto Signature Teamshare, 250 images/monthly, for the Strategic Marketing and Communications Department, for the term March 13, 2021 through February 12, 2022.

FOR RATIFICATION:

To ratify a consultant agreement between Rowan College at Burlington County and **New Jersey Prevention Network (NJPN)**, a non-profit corporation, this program is for prevention of substance abuse, addiction and other chronic conditions, to will be used to support tobacco free initiatives on our campus, for three (3) years term commencing on October 30, 2020 through October 29, 2023, in an amount of \$8,000.00, through a NJ Tobacco free CUITs grant.

To ratify a software maintenance between Rowan College at Burlington County and **KMEL Corporation, dba/Keystone Precision Instruments**, for continuing software maintenance for the trimble SE class 20-license maintenance, classroom kit for educators, for the STEM Department, for a twelve (12) month term, in the amount of \$1,495.00.

To ratify a Professional Consultant contract for Rowan College at Burlington County and **Mel Bee Productions / Rebelle Events**, for four (4) virtual esports open tournament events, for the Student Success Department, for the term January 26, 2021 through April 27, 2021, in an amount of \$4,000.00.

To ratify a software purchase from **Assessment Technologies Institute (ATI)**, for Rowan College at Burlington County Nursing Allied Health, for instructional software online program to assist students with NCLEX success utilizing standardized exams for the Nursing Program, in an amount of \$23,700.00.

To ratify a professional consultant contract with Rowan College at Burlington County and **Fearing International Group LLC**, to provide OSHA -10 General Industry Training for WAMIC-NJ BUILD Energy Industry Fundamentals Program, for the Professional Development Department WDI, for the contacted term February 9, 2021 through February 11, 2021, in an amount of \$1,000.00.

To ratify an agreement with Rowan College at Burlington County and **Sonosim Inc.**, for the purchase of a software license and hardware bundle, for the Nursing Department, Diagnostic Sonography, for a one (1) year term, in an amount of \$10,390.00.

To ratify a professional consultant contract with Rowan College at Burlington County and **Brittany Goodwin**, for a recital Q & A session for the Student Success, Music Department, on December 7, 2020, in an amount of \$350.00.

To ratify a third amendment to the license agreement with Rowan College at Burlington County and **Anthology Inc. of NY (f/k/a Campus Labs, Inc.)**, a revision to extend renewal of the license agreement for Engage w/Modules Program, beginning March 1, 2021, for an annual amount of \$9,984.00.

To ratify an addendum to the existing service contract with Rowan College at Burlington County and **Business U Inc.**, to extend the existing contract for nine (9) months, beginning April 1, 2021 expiring December 31, 2021 for six (6) user licensed and hosting, in an amount of \$2,160.00.

To ratify a professional consultant contract with Rowan College at Burlington County and **Academy of HealthCare Excellence**, for training for certified nursing aide, 50 hours training, 40 hours clinical externship, for NJ State Certifications, classes dates to be determined, contract begins February 14, 2021 through July 14, 2021, in an amount of \$12,000.00.

To ratify a commercial lease agreement with Rowan College at Burlington County and **Lollipop Recording LLC dba/Zero by One Sound Studio- Jason Ruch**, for studio rental for ETS 105-100, for the Entertainment Technology, term beginning January 22, 2021 expiring May 15, 2021, in the amount of \$4,200.00 for the 15-week period.

*******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 virtually on Tuesday, February 16, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION #2021-047-03

ADOPTION/AFFIRMATION OF CERTAIN BOARD POLICIES

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

WHEREAS, at its request, the College has provided the Board with certain draft and amended policies; and

WHEREAS, the various Committees of the Board have undertaken a review of the proposed policies and have recommended that the proposed policies be affirmed, which may require the modification of certain existing policies; and

WHEREAS, the Board concurs with the recommendations of the various Committees and has determined to take formal action with respect thereto;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 16th day of February 2021, that:

1. The policies attached hereto and incorporated herein by reference be approved and adopted as written.
2. Be it further resolved that the policies attached hereto are effective immediately.
3. Be it further resolved that the College is authorized to do all things legal and proper to finalize College policies in accordance with the attached, including incorporating any amendments or modifications of existing policy.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING**

February 16, 2021

BOARD POLICIES UPDATES

	Policy No.	Title
1	302	Chargeback
2	303	Waiver or Deferral of Student Fees and/or Tuition
3	312	Student Employment on Campus
4	803	Experiential Learning Program
5	808	Providing Contracted Services for External Groups
6	905	Strategic Plan Development

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

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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

TITLE: Chargeback
DATE ADOPTED: February 16, 2021
EFFECTIVE DATE: February 16, 2021
SUPERSEDES: May 19, 1969

PURPOSE:

This policy addresses Rowan College at Burlington County’s compliance with the “Chargeback Assistance Law,” New Jersey Statute, (N.J.S.A. 18A:64A-23).

POLICY:

In accordance with the “Chargeback Assistance Law,” New Jersey Statute, (N.J.S.A. 18A:64A-23), county community colleges in New Jersey allow a county resident to attend an out-of-county community college for an academic program or individual courses that are not available at the home county college, while paying “in-county” tuition rates.

The New Jersey Commission on Higher Education establishes standards under which the chief fiscal officer of an individual’s ‘home’ county shall issue a certificate of residence. Certificates of residence and other documents detailed in the College’s catalog must be submitted as part of the request.

The College Registrar will be responsible for interpreting and evaluating the conditions of eligibility, and issue an approval or denial as appropriate.

President

Date:

Chairman

Date:



BOARD POLICY

No. 303

TITLE: Waiver or Deferral of Student Fees and/or Tuition
ADOPTED DATE: February 16, 2021
EFFECTIVE DATE: February 16, 2021
SUPERSEDES: March 3, 1972

PURPOSE:

Occasionally, it may be deemed necessary to defer and/or waive payment of student fees and/or tuition in order to give a student the opportunity of attending Rowan College at Burlington County.

POLICY:

To facilitate the prompt and expeditious handling of such cases, the President is hereby granted the authority to permit the deferring or waiver of student fees and/or tuition and/or to delegate such authority.

President

Date:

Chairman

Date:

TITLE: Student Employment on Campus
ADOPTED DATE: February 16, 2021
EFFECTIVE DATE; February 16, 2021
SUPERSEDES: February 7, 1984

PURPOSE:

The primary purpose for a student employment program on-campus is to help students gain meaningful employment and professional experience in an organization focused on their educational well-being.

POLICY:

This policy permits the employment of students enrolled in RCBC credit-based coursework.

The institution supports two types of student employment: Federal Work-Study and institutional student employment. Federal Work Study funding is determined as a result of the financial aid process, and is restricted to students who are awarded it as part of their financial aid package; while institutional student employment is open to any enrolled student pending departmental budget.

Departmental procedures and processes regarding student employees are reviewed annually, and any changes are approved by the appropriate Vice President.

President

Date:

Chairman

Date:

BOARD POLICY**No. 803**

TITLE: **Experiential Learning Program****DATE ADOPTED:** **February 16, 2021****EFFECTIVE DATE:** **February 16, 2021****SUPERSEDES:** **February 13, 1984**

PURPOSE: Experiential learning programs are designed to help students and other designated clients obtain career-related experiences with organizations that provide adequate supervision and opportunity for students to reflect upon their learning and career development.

POLICY:

1. **Definition:** Rowan College at Burlington County is committed to providing and/or supporting experiential learning programs that include student employment, work-based learning, apprenticeships, internships, service learning, civic engagement, job shadowing and volunteering experiences. Experiential learning programs will provide practical on-the-job training and experience for the student while participating in formal classroom instruction. It is a collaborative effort between academic and workforce divisions, as well as employers and other relevant constituencies of the institution, to enhance the student experience. Experiential learning assists students and other designated clients in exploring a full range of career and work possibilities that match their career goals.

The Office of Career Services has the responsibility of assisting undergraduates and alumni with employment opportunities. It provides employment counseling by providing information regarding immediate employment opportunities. It refers job

seekers to prospective employers and recommends possible candidates to these employers.

Additionally, the student can work at college-sponsored or approved college jobs while attending formal classes as outlined in section 2 of the policy.

2. Sponsorship of Employment: Rowan College at Burlington County is committed to providing college-sponsored employment to students and encourages all College supervisors and faculty to participate in this program through the provision of work sites on and off campus whenever possible. Such participation should yield positive results not only for the students and other instructional programs of the College, but also for the employing departments. This program is designed to enhance the operation of participating college departments, as well as County industries and organizations. The Career Services and Financial Aid offices, in coordination with appropriate College staff and faculty, are responsible for establishing procedures for the referral and support of students selected to participate.

President

Date:

Chairman

Date:



BOARD POLICY

No. 808

TITLE: Providing Contracted Services for External Groups

DATE ADOPTED: February 16, 2021

EFFECTIVE DATE: February 16, 2021

SUPERSEDES: February 3, 1984

PURPOSE: Rowan College at Burlington County seeks to meet the educational and training needs of the residents, institutions, governmental agencies, businesses and industries of Burlington County.

POLICY: It is the policy of the College to engage in discussions with area businesses and community partners to determine educational needs, and ultimately, negotiate and establish contractual agreements for the development and execution of educational and training services with the aforementioned groups under mutually agreeable terms. Agreements for training and education partnerships with area businesses will be coordinated through the workforce development area, and then reviewed and approved by the Board.

President

Date:

Chairman

Date:



BOARD POLICY

No. 905

TITLE: Strategic Plan Development (formerly College Objectives Development)

DATE ADOPTED: February 16, 2021

EFFECTIVE DATE: February 16, 2021

SUPERSEDES: March 18, 1975

PURPOSE: Rowan College at Burlington County recognizes that the most effective use of all resources – human, financial, technological, and facilities – is most likely to take place in a setting in which all elements of the College work toward common goals and objectives. It is further recognized that these goals and objectives must be specific, measurable, attainable, realistic and timely (SMART).

POLICY: It shall be the policy of the Board to involve representatives of all elements of the College in the development of a long-term Strategic Plan with goals and objectives that serve as the guidelines for the collective efforts of all College personnel. Strategic Plan goals will be assessed annually to monitor progress, and data gathered will be used to inform the annual budget.

President

Date:

Chairman

Date:

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION #2021-047-04

RETIREMENT OF CERTAIN BOARD POLICIES

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

WHEREAS, the various Committees of the Board have undertaken a review of the proposed policies and have recommended that the proposed policies be retired for the reasons listed in the Board Policies to be Retired Table; and

WHEREAS, the Board concurs with the recommendations of the various Committees and has determined to take formal action with respect thereto;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 16th day of February 2021, that the following policies be retired effective immediately.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

BOARD POLICIES TO BE RETIRED TABLE

	Policy No.	Title	Reason for Retirement
1	140	Career Placement	This is a functional area of the college
2	602	Use of College Facilities	Covered in other policies

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

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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION #2021-047-05

**TO AWARD A THREE-YEAR CONTRACT TO CDW GOVERNMENT FOR
ONELOGIN SERVICES IN THE AMOUNT OF \$47,058.00 ANNUALLY**

WHEREAS, the College has a need to renew support and maintenance for OneLogin, a single sign-on (SSO) solution for students and employees; and

WHEREAS, this contract will be awarded for the three-year period of March 31, 2021 to March 30, 2024 at the rate of 47,058.00 per year; and

WHEREAS, these products and services are available under the New Jersey State Contract (#M0003/89849); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9; 18A:64-25.28 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **CDW Government**, 75 Remittance Drive, Suite 1515, Chicago, Illinois 60675-1515; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9; 18A:64-25.28 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor: **CDW Government**, 75 Remittance Drive, Suite 1515, Chicago, Illinois 60675-1515;

NOW THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 16th day of February 2021, to award a three-year contract to **CDW Government** in the amount of \$47,058.00 per year.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the 2021 Operating Budget to pay for the contract between Rowan College at Burlington County and **CDW Government**.

The money necessary to fund said contract is **\$47,058.00** per year. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

1-00800-9601 (Information Systems, Maintenance Contract)

Matthew Farr
Chief Operating Officer

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

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9 Mickey Quinn								9
10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION 2021-047-06

**APPROVAL OF PAYMENT OF VIRTUA INVOICES IN ACCORDANCE WITH
TERMS OF AGREEMENT BETWEEN VIRTUA HEALTH, INC. AND ROWAN
COLLEGE AT BURLINGTON COUNTY FOR CLINICAL PLACEMENT SERVICES
IN AN AMOUNT NOT TO EXCEED \$250,000.00 FOR FISCAL YEAR 2021**

WHEREAS, Rowan College at Burlington County (the “College”) entered into an agreement (the “Agreement”) with Virtua Health, Inc. (“Virtua”) dated July 1, 2020 for a three-year term, ending on June 30, 2023, for clinical placement services; and

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

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

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

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

NOW, THEREFORE, be it resolved, by the Trustees of the College, now assembled in public session this 16th day of February 2021, to approve payment of the above fees in conjunction with clinical payment services and sites in an amount not to exceed \$250,000.00 for fiscal year 2021.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2021 Operating budget to pay for the contract between Rowan College at Burlington County and **Virtua Health, Inc.**

The money necessary to fund said contract is not to exceed \$250,000.00. The contract is subject to the availability of funds and upon approval of the contract, the funds will be charged to the following budget line item appropriation:

1-24410-9701 (Nursing and Allied Health, Contracted Services)

Matthew Farr
Chief Operating 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 virtually on Tuesday, February 16, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

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

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met virtually on Wed., February 10, 2021, at 4:00PM, and the Committee discussed various personnel matters.

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

Personnel Committee Action (Resolution(s) for Approval)

Tab #7: Resolution #2021-047-07, A Resolution approving personnel actions for Rowan College at Burlington County

Chair Nyikita requested a motion to move Tab 7, as recommended by the Personnel Committee. With a motion by Trustee James Kerfoot, and a second by Trustee Gino Pasqualone, the Board approved Resolution 7 with all in favor and none opposed.

There were no questions.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 16, 2021**

RESOLUTION #2021-047-07

**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;

Danny Opperman as Simulation Manager at \$73,000;
Stephen Solovey as PT Public Safety Officer at \$14/hour;
Ana Madrid as PT CCOG Financial Aid Navigator at \$16.50/hour effective 2/16/21;
Juliana Florez as PT EOF Counselor at \$19/hour effective 2/16/21;
Victoria Sheffer as PT CCOG Admissions Navigator at \$16.50/hour effective 2/16/21;
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;

Mala Jayatilleke as Instructor, Biology at \$48,500 effective 1/22/21;
Christine Ippoliti as ABE/Foundations Instructor at \$45,000 effective 3/1/21;
Deirdre Amar as Program Development Specialist at \$57,743;
Helen Hull as Public Safety Officer I at \$30,299; and

Salary Adjustments

None;

Title Changes

Jarrett Kealey as Interim Dean, Enrollment Management, EMSS, extension to end on or before 5/31/21, no salary change;
Kate Gonzalez as Acting Assistant Director, Advising & Retention, EMSS, extension to end on or before 5/31/21, no salary change;
Cara Lawton as Acting Director, Advising & Retention, EMSS, extension to end on or before 5/31/21, no salary change; 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;

None; and

Adjuncts, Nursing and Health Sciences;

Pantellere, Christopher; and

Part-Time Trainers;

None; and

EMT Trainers/EMT Aides;

Reed, Jaime; Pierce, Melanie; Kowalchik, Amanda; and

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

Theresa Mehall, Admissions Counselor, EMSS;
Bareeq Barqawi, Assistant Director of Outreach & Admissions, EMSS;
Carrie Ward, Grounds/Maintenance Assistant, Facilities;
Audrey Brooks, Adjunct, Health Sciences;
Daniel Helena Oquendo, PT EOF Counselor, EMSS;
Jared Vick, PT Custodian, Facilities;
Jessica Carillo, PT Custodian, Facilities;
Walter Mauroschadt, PT Custodian, Facilities;
Tom Czerniecki, Senior VP of Administration & Operations, President's Office;
Eileen Swiatkowski, Senior Grants Specialist, WDI;
Taylor Bucci, Admissions Counselor, EMSS; 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;

Craig Keyser, Facilities, Paid LOA; 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 16th day of February 2021, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held virtually on Tuesday, February 16, 2021**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
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Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

C. **Academic Committee:** Chair George Nyikita asked Dr. David Spang to report in Committee Chair Jamie Martin's absence:

The Academic Committee met virtually on Tues., February 9, 2021, at 2:00PM, and the Committee discussed items related to academic programs, including course delivery modalities that President Cioce already alluded to. Our outcomes assessment efforts, in terms of how we continue to measure quality and learning outcomes in our new modes of delivery on campus, health and safety, and how we continue to offer the courses we currently have, as well as what we are planning for the future terms. Then, we discussed elements of the future terms. There was brief discussion regarding some initiatives, including the advising initiative, where full-time faculty advise students. Our open educational resources initiative, where we're looking to maintain and increase the affordability and access of our courses to our students. We discussed some Board policies that the Board just considered as part of the Finance and Facilities Committee report. There was discussion on the update of the RCBC-Rowan University partnership, including the robust enrollment numbers around our 3 + 1 programs. Then, my colleague, Anna Payanzo Cotton, gave an update on the workforce development items, including grants updates, industry updates, and some contractual discussions regarding partnerships.

There were no other resolutions specific to the Academic Committee that have not already been considered.

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

COMMENTS FROM THE PUBLIC

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

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

COMMENTS FROM THE BOARD

Chair Nyikita invited comments from the Board of Trustees. Trustee James Kerfoot welcomed Trustee Robin Walton. Also, Trustee Dorion Morgan welcomed Trustee Walton and thanked Renee Liciaga for the enthusiasm and energy she brought to the Board. Chair Nyikita also welcomed Ms. Walton. The Board looks forward to working with her.

OTHER BUSINESS

There was no other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session. There was no need for an Executive Session. With no further business, Trustee Mickey Quinn made the motion, second by Trustee Kevin Brown, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:59 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd