

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., October 20, 2020

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 5:31PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson, Mr. Kevin Brown, Dr. James Kerfoot, Ms. Renee Liciaga, Ms. Jamie Martin, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Stephanie Berdugo-Hernandez (Alumni Trustee)

Board Absent: Mr. Daryl Minus-Vincent

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Mr. Thomas Czerniecki, Ms. Lindsey Daniello, Mr. Matthew Farr, M. Henry, Dr. Martin Hoffman, Mr. Jarrett Kealey, Ms. Rosemary Kelleher, Ms. Linda Lewis, Mr. Mark Meara, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Dr. Anita Rudman, Dr. David Spang, Dr. Edem Tetteh, Mr. Michael Turnbull, Dr. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 12, 2019, which was amended by a public notice released on September 4, 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 Web site, 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 September 15, 2020, as submitted. The motion was made by Trustee James Kerfoot, with a second by Trustee Dorion Morgan, and a unanimous vote in favor. There were no questions or comments and the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from September 15, 2020 to October 20, 2020.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period September 5, 2020 to October 12, 2020.
- President Cioce welcomed the Trustees and everyone in attendance this evening. He proceeded with the following announcements in addition to the written report provided in the Board packet:

1) The Strategic Plan: On October 23, 2020 at the President’s Update to the College Community, the campus community will have an opportunity to see the final product and we will bring it to the Board next month for formal adoption. Dr. Cioce announced that the finalization of the RCBC Strategic Plan is to the finish line. While it was absolutely an entire team effort, from Trustee participation to staff and student participation, the President extended a special thank you to Dr. Anita Rudman, Associate Provost, who served as the facilitator and shepherd to ensure four working groups were on task and that components were authored, and she didn’t blink once when asked for it.

There are four pillars that the College will focus on, three of which were so important from our last Strategic Plan that we have committed to expanding and doing more with them. They are: Access and Affordability, Student Success, Quality and Effectiveness. The fourth pillar, which is actually the first pillar and new, is Culture. Last year, we conducted an institutional climate survey to gauge where things are, where things are really working,

and where they need improvement. It was through that process and vision in Fall 2018 and the work of that steering committee that the culture pillar now exists and it is something we will be committed to for the next five years. This has been two years of work and Dr. Cioce is thrilled by it. An invitation was sent by the President's office to all Board members to participate and learn more. If you are available on Friday, you are absolutely welcome. Dr. Cioce thanked Dr. James Kerfoot, Vice Chair, for representing the Board and providing input to the Strategic Plan. It will be submitted to the Board next month for approval and we hope to have it in effect January 1, 2021.

2) Additionally, while a team effort, President Cioce indicated that he is lucky to have within his Cabinet, one of the Vice Presidents who submitted a grant about a year ago. It was not initially funded, but we received word a few weeks ago that the U.S. Department of Education has awarded Rowan College at Burlington County a \$2.2 million grant, titled Strengthening Institutions. The goal is to do exactly that, make us a stronger college.

There are four primary pillars that Dr. Karen Archambault, Vice President of Student Success and Enrollment Management, wove into the submission: 1) To increase the number of students who complete 30 credits in their first year, so there is a momentum component to get students to take more credits in their first year; 2) Tied to the student success element, there's an initiative that is going to improve the retention and graduation rates, especially among low income and minority male students; 3) To create a more meaningful orientation experience; and 4) An investment in technology and faculty training that will create more high-tech classrooms and low-cost materials, specifically open educational resources, which is often synonymous with textbook costs. It is a five-year grant, which will have phases, benchmarks and milestones. President Cioce gave a huge thank you to Dr. Archambault, the Grants Team, and all of the folks who are going to work on operationalizing this over the next five years.

3) The Spring 2021 registration opened last Thursday, and while premature, we are approaching 1,000 students who have already registered. Dr. David Spang, Senior Vice President and Provost, the Academic Deans, Dr. Karen Archambault and the Registration Team, as well as many other folks behind the scenes, made the Spring 2021 Semester not look like Spring 2020. There has been a significant increase in the involvement of the three Divisional Deans and there is going to be a lot of effort from our Marketing Team. It began yesterday, and we have 80 sessions in place from the 19th to the 22nd that will allow students to learn how to pay for College, to explore specific programs, and to learn about transfer opportunities. While we are in the middle of the Fall Semester, our eyes are already on the Spring. Today, President Cioce met with the Vice Presidents and Deans to discuss the Summer 2021 schedule.

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., October 13, 2020, at 3:00PM, and the Committee discussed various finance and facility items.

Chair 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 #2020-294-01, A Resolution to approve and ratify requested business-related travel
- Tab #2:** Resolution #2020-294-02, A Resolution to approve and ratify contracts
- Tab #3:** Resolution #2020-294-03, A Resolution to approve the retirement of certain board policies
- Tab #4:** Resolution #2020-294-04, A Resolution to approve the Adoption/Affirmation of Certain Board Policies
- Tab #5:** Resolution #2020-294-05, A Resolution to seek approval to accept the Title III Part A, Strengthening Institutions Program (SIP) (CFDA #84.031A) from the United States Department of Education, Office of Postsecondary Education, in the amount of \$2,201,406
- Tab #6:** Resolution #2020-294-06, A Resolution authorizing continued participation in the consortium led by Ocean County College to enter into an Interlocal Services Agreement for the purchase of natural gas from Constellation NewEnergy-Gas Division, LLC for a two-year term

Chair Nyikita 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.

The Chair invited questions and there were none.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
OCTOBER 20, 2020**

RESOLUTION #2020-294-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) **Grant-Funded Travel**

None

2) **Operational**

None

RATIFICATION

1) **Grant-Funded Travel**

None

2) **Operational**

None

REIMBURSEMENT

None

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, October 20, 2020** 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 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								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
October 20, 2020**

RESOLUTION #2020-294-02

TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve an agreement between Rowan College at Burlington County and Guide by Cell, Inc., dba/Engage by Cell, 5610A, Granny White, Brentwood, TN, 37027, for Train by Cell, a mobile website application, reports and interface text messaging platform-text message bundle for WIOA, for the term December 1, 2020 through November 30, 2021, in the amount of \$7,000.00.

FOR RATIFICATION:

To ratify an agreement between Rowan College at Burlington County and Any Excuse for a Party, 16 Gloria Lane, Fairfield, NJ, 07004, for a Virtual Music Video Bingo Student Event, for the Student Success Department, on October, 22, 2020, in an amount of \$597.50.

To ratify an agreement between Rowan College at Burlington County and Any Excuse for a Party, 16 Gloria Lane, Fairfield, NJ, 07004, for a Virtual Q and A Trivia Game Show Student Event, for the Student Success Department, on September 17, 2020, in an amount of \$1,095.00.

To ratify an agreement between Rowan College at Burlington County and Any Excuse for a Party, 16 Gloria Lane, Fairfield, NJ, 07004, for a Caricature Artist Virtual Program for the Student Success Department, on September 29, 2020, in an amount of \$895.00.

To ratify a software purchase between Rowan College at Burlington County and Small Improvements, for a two-year Software System, Legacy Plan, for the OIT Department, for the term September 8, 2020 through September 7, 2022, for a total amount of \$10,672.00.

To ratify an agreement between Rowan College at Burlington County and iStock by Getty Images, 605 5th Avenue South, Suite 400, Seattle, WA, 98104, for iStockphoto Signature Teamshare 250 online subscription renewal, for the Strategic Marketing and Communications department, for FY21, in an amount of \$3,850.50.

To ratify an Annual Fee between Rowan College at Burlington County and the Accreditation Commission for Education in Nursing, Inc. (ACEN), 3343 Peachtree Road, Suite 850, Atlanta, GA, 30326, for the Accreditation Fee of the Associate Nursing Program, for the Nursing/Allied Health Department, for the term January 1, 2021 through December 31, 2021, in an amount of \$2,875.00.

To ratify a Professional Consultant Agreement between Rowan College at Burlington County and Right Angle Management, LLC, 7609 Hannum Avenue, Culver City, CA, 90230, for a Speed Painting event on October 15, 2020, with PaperJam, Dan Dunn, 24611 Brautigam Road, Magnolia, TX, 77355, for the Student Success Department, in an amount of \$5,398.20.

To ratify a renewal agreement between Rowan College at Burlington County and Fidelity Burglar & Fire Alarm Co., 1900 Woodhaven Road, Philadelphia, PA, 19116, for 6 months Central Station Monitoring for the Mount Holly Center and the Culinary Arts Center, for the term September 1, 2020 through February 28, 2021, for the Public Safety Department, in an amount of \$360.00.

To ratify a purchase for a subscription software license between Rowan College at Burlington County and Computer Lab Solutions, LLC dba/LabStats, 255 B Street, Suite 201, Idaho Falls, ID, 83402, for LabStats Cloud-Based license for the OIT Department, in an amount of \$1,050.00.

To ratify an annual renewal between Rowan College at Burlington County and CollegeAnyWhere, % Camden County College, PO Box 200, College Drive, Blackwood, NJ, 08012, for a cloud-based video/data repository service, for the College Library, in the amount of \$3,000.00.

To ratify an agreement between Rowan College at Burlington County and Constant Contact, 1601 Trapelo Road, Waltham, MA, 02451, for Email Plus Marketing Software Subscription, with a prepay of 30% off for a 12-month agreement, October 1, 2020 through September 30, 2021, for the WIOA Department, in the amount of \$588.00.

To ratify a renewal between Rowan College and Antech Systems, dba/Digital Wave, 510 Independence, Suite 100, Chesapeake, VA, 22320 for Management and Support Web Hosting, for the Strategic Marketing and Communications Department, for the term September 1, 2020 through September 18, 2021, in an annual amount of \$5,000.00.

*******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, October 20, 2020** 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 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								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
October 20, 2020**

RESOLUTION #2020-294-03

TO APPROVE THE 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 20th day of October 2020, that the following policies be retired effective immediately.

BOARD POLICIES TO BE RETIRED

	Policy No.	Title	Reason for Retirement
1	305	Short Term Student Loans	Program is no longer in place
2	803	Cooperative Education Program	Program is no longer in place
3	914	Racial/Ethnic Harassment	Policy was superseded by Board Policy 912: Equal Employment Opportunity, Disabilities, Anti-Discrimination and Anti-Harassment Policy, Anti-Retaliation, Complaint and Reporting Procedure, Whistleblower Policy; adopted and effective November 2, 2018
4	916	Sexual Harassment	Policy was superseded by Board Policy 912: Equal Employment Opportunity, Disabilities, Anti-Discrimination and Anti-Harassment Policy, Anti-Retaliation, Complaint and Reporting Procedure, Whistleblower Policy; adopted and effective November 2, 2018

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

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8 George Nyikita, Chair								8
9 Gino Pasqualone								9
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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

RESOLUTION #2020-294-04

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 20th day of October 2020, 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 exiting policy.

**ROWAN COLLEGE AT BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

BOARD POLICIES UPDATES

	Policy No.	Title
1	201-A	Granting Posthumous Degrees
2	800-A	Social Media Policy
3	910	Library Circulation Policy

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

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Voice Vote								
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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

RESOLUTION #2020-294-05

**TO SEEK APPROVAL TO ACCEPT THE FISCAL YEAR 2019 TITLE III PART A,
STRENGTHENING INSTITUTIONS PROGRAM (SIP) (CFDA #84.031A) FROM THE
UNITED STATES DEPARTMENT OF EDUCATION OFFICE OF POSTSECONDARY
EDUCATION, IN THE AMOUNT OF \$2,201,406**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the United States Department of Education Office of Postsecondary Education, that it is eligible for funding in the total amount of \$2,201,406 for federal fiscal years 2021, 2022, 2023, 2024, and 2025; and

WHEREAS, Rowan College at Burlington County believes there is a need for funding to have a significant impact on the capacity of the institution to support, retain, and ultimately graduate low-income students.

WHEREAS, federal fiscal year 2021, 2022, 2023, 2024, and 2025 Title III grant resources will be used accomplish four major activities which include Momentum Year support, Support for Minority Male and Low-Income Students, Comprehensive Orientation, and Faculty Preparedness for the Classroom; and

WHEREAS, to increase credit loads for students in the first year of classes, with a structure and advising support that increases their likelihood of success. Provide for intensive and directive intervention for Minority Male and Low-Income students to increase the likelihood of their success. Support a redesign of orientation programming to serve all students that will also build upon the technological capacity to encourage success well beyond the limits of the grant. Focus on professional development for faculty in order to support current achievements and future success; and

WHEREAS, Rowan College at Burlington County agrees to develop the Title III Part A, Strengthening Institutions Program (SIP) five-year Spending Plan in accordance with the Title III (CFDA 84.031A) Grant Guidelines, and all other appropriate federal rules and regulations; and

WHEREAS, submission of the Five-Year Spending Plan to the USDOE, Office of Postsecondary Education, and approval by the Board of Trustees are required for funding approval;

NOW, THEREFORE, be it resolved, by the Board of Trustees, assembled in public session this 20th day of October 2020, hereby authorizes the College to accept the Title III Part A, Strengthening Institutions Program (SIP) Federal Fiscal Year's 2021, 2022, 2023, 2024, and 2025 funding in the amount of \$2,201,406.

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

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
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9 Gino Pasqualone								9
10 Mickey Quinn								10
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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

RESOLUTION #2020-294-06

**AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY
OCEAN COUNTY COLLEGE TO ENTER INTO AN INTERLOCAL SERVICES
AGREEMENT FOR THE PURCHASE OF NATURAL GAS FROM CONSTELLATION
NEWENERGY-GAS DIVISION, LLC FOR A TWO-YEAR TERM**

WHEREAS, the College requires a consistent supply of natural gas to operate its facilities; and

WHEREAS, the College has joined with Ocean County College located at College Drive, Toms River, New Jersey 08754, and other similar situated county colleges for the purpose of obtaining natural gas at the lowest possible cost and for a set rate for the contract period; and

WHEREAS, N.J.S.A. 18A:64-25.10 allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, Ocean County College as the designated entity for the purpose of soliciting and receiving bids for the provision of natural gas has prepared a request for proposals, with assistance from NORESCO, from third party suppliers of natural gas pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third-party suppliers of natural gas and will execute a contract with the lowest qualified bidder for a maximum term length of twenty-four (24) months beginning in November 2020; and

WHEREAS, the College specifically agrees to be bound by Ocean County College's execution of the agreement with **Constellation NewEnergy-Gas Division, LLC** in the same manner as if the College had individually executed said contract; and

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 20th day of October 2020 that the College enters into an Interlocal Services Agreement with Ocean County College for the purchase of natural gas from **Constellation NewEnergy-Gas Division, LLC** for a two-year term.

*******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, October 20, 2020** 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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8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								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

RFP ANALYSIS SHEET

Natural Gas through the Procurement Consortium led by Ocean County College and managed by NORESKO.

All-Inclusive Fixed Rate (\$/Therm)

Twenty-Four Month Contract Period

Contract Period: November 1, 2020 through October 31, 2022 (24 months).

Direct Energy Natural Gas Supply Cost: \$3.87 per decatherm

Note 1: One Therm = 100,000 BTUs

Note 2: Each natural gas account (meter) may have different individual monthly start dates; therefore, the exact start and end periods are a monthly estimate

Annual Supply Cost for Constellation:

Fiscal 2020 Cost: \$87,794.69

Fiscal 2021 Cost*: \$92,184.42

FY 2020	Expensed	Rate	Account
DIRECT ENERGY	\$10,680.21	\$4.39	78100-9650
DIRECT ENERGY	\$77,114.48	\$4.39	78110-9650
Total FY 2020	\$87,794.69		
FY 2021*	Est. Cost	Rate	
CONSTELLATION	\$11,214.22	\$4.76	78100-9650
CONSTELLATION	\$80,970.20	\$4.76	78110-9650
Total FY 2021	\$92,184.42		

***Estimated**

B. Personnel Committee: Committee Chair Kevin Brown reported:

Trustee Kevin Brown announced that the Personnel Committee met virtually on Wed., October 14, 2020, 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 #2020-294-07, 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 Renee Liciaga, a second by Trustee Mickey Quinn, and one recusal by Trustee James Kerfoot, the Board approved Resolution 7 with 8 in favor and none opposed. There were no questions.

This concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

RESOLUTION #2020-294-07

**RESOLUTION FOR 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;

Carly Zrinko as PT Public Safety Officer at \$14/hour;
Helen Hull as PT Public Safety Officer at \$14/hour;
Terrence Smith as PT Public Safety Officer at \$14/hour;
Emily Kotsifas as PT Public Safety Officer at \$14/hour;
Charles Hess as PT Public Safety Officer at \$14/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;

None; and

Salary Adjustments

Michael Henry as Lead Custodian at \$50,000; and

Title Changes

Jarrett Kealey as Interim Dean, Enrollment Management extended to 2/28/21;
Kate Curtis Gonzalez as Acting Assistant Director, Advising & Retention extended to 2/28/21;
Cara Lawton as Acting Director, Advising & Retention extended to 2/28/21;
Edith Vallejo as PT Client Coordinator, WDI effective 10/14/20; 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;

Baig, Nabeel; and

Adjuncts, Liberal Arts;

None; and

Adjuncts, Nursing and Health Sciences;

None; and

Part-Time Trainers;

Lewis, Nicole; Whyte, Roger; and

EMT Trainers/EMT Aides;

Jakubowski, Paul; Wintrode, James; Usher, Helen; Jakubowski, Scott; Brown, Carl; Helveston, Nila; Hoopes, Mike; Hodsdon, Steven; and

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

Catherine Zaic, Adjunct, Liberal Arts;
Cathy Gasiewski, Secretary, Liberal Arts;
Karen Ruffin, Adjunct, Health Sciences;
Daniel Sullivan, NSF Grant Project Manager, STEM;
James Cattanea, Adjunct, STEM;
Edith Corbin, Director of EOF, EMSS;
Patrick Monahan, Facilities Administrative Assistant, Facilities;
John Grant, Adjunct, Health Sciences;
Megan Singleton, PT College Readiness Liaison Coordinator, EMSS;
Kaila Gerber, Administrative Assistant, WDI;
Chante Tanner, PT Academic Advisor, 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;

Mirian Leon, Facilities, Paid LOA;
Rhonda Seaborn, Testing & Tutoring, Intermittent Paid LOA;
Teresa Kowalewski, Facilities, Paid LOA;
Pamela Evans, Health Sciences, Extended 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 Board of Trustees, now assembled in public session this 20th day of October 2020, 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, October 20, 2020** 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 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

- C. **Academic Committee:** Chair George Nyikita reported on behalf of Committee Chair Jamie Martin:

Chair Nyikita announced that the Academic Committee met virtually on Tues., October 13, 2020, at 2:00PM, and the Committee discussed various academic matters.

This concluded the Academic Committee Report and Chair Nyikita proceeded with a review of Tab 8 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #8: Resolution #2020-294-08, A Resolution to approve a contract with Broward County College to provide examinations and/or curriculum services for the credentialing examinations for the Supply Chain Pro exam in an amount not to exceed \$106,800.00 for Fiscal Year 2021

Chair Nyikita requested a motion to move Tab 8, as recommended by the Academic Committee. With a motion by Trustee Dorion Morgan, and a second by Trustee Jamie Martin, the Board approved Resolution 8 with all in favor and none opposed. Committee Chair Jamie Martin had nothing to add and there were no questions.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
October 20, 2020**

RESOLUTION #2020-294-08

TO APPROVE A CONTRACT WITH BROWARD COUNTY COLLEGE TO PROVIDE EXAMINATIONS AND/OR CURRICULUM SERVICES FOR THE CREDENTIALING EXAMINATIONS FOR THE SUPPLY CHAIN PRO EXAM IN AN AMOUNT NOT TO EXCEED \$106,800.00 FOR FISCAL YEAR 2021

WHEREAS, the County established as Workforce Development Institute at Rowan College at Burlington County in July 2016 for the purpose of establishing a coordinated system across institutional partners and preparing the workforce for the business needs of the future; and

WHEREAS, the Workforce Development Institute has identified a need to provide examination and/or curriculum services for industry certifications; and

WHEREAS, the Workforce Development Institute has secured a contract with Amazon as one of five hundred premier training providers to provide training in Transportation, Logistics, and Distribution; and

WHEREAS, the Workforce Development Institute has identified **Broward College** as provider of the CSCMP SCPro Fundamentals Certifications; and

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

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

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Broward College**, 1930 SW 145th Avenue, Room 224, Miramar, FL 33027; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded

to the following vendor: **Broward College**, 1930 SW 145th Avenue, Room 224, Miramar, FL 33027;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 20th day of October 2020, that a contract be awarded to **Broward College** in an amount not to exceed **\$106,800.00** for fiscal year 2021; and

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

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

I, Thomas Czerniecki, Senior Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2021 Auxiliary Budget to pay for the contract between Rowan College at Burlington County and **Broward College**.

The money necessary to fund said contract is **\$106,800.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

2-85104-9701 (Professional Development, Contracted Services)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

*******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, October 20, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
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Nvt=Not Voting

 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

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.

COMMENTS FROM THE BOARD

Chair Nyikita invited comments from the Board of Trustees. Trustee Renee Liciaga thanked everyone for their hard work. She misses everyone and wishes good health and safety to all.

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 James Anderson made the motion, second by Trustee Jamie Martin, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:48 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd