

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tues., June 15, 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 5:35PM

**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, Mr. Raymond Marini, Ms. Jamie Martin, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Robin Walton, Dr. Anthony Wright

*Board Absent:* Ms. Stephanie Berdugo-Hernandez (Alumni Trustee)

*RCBC Present:* Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Ms. Emmy Casa, Ms. Lindsey Daniello, Ms. Ellen Dea, Ms. Rosemary Fajgier, Mr. Matthew Farr, Dr. Martin Hoffman, Mr. Jarrett Kealey, Ms. Rosemary Kelleher, Ms. Linda Lewis, Mr. Harry Metzinger, K. O'Connor, Ms. Anna Payanzo Cotton, Ms. Donna Podolski, Ms. Laura Ritt, Ms. Julie Ritter, Dr. Anita Rudman, Ms. Michelle Russell, Ms. Diane Schellack, Dr. David Spang, Dr. Edem Tetteh, Ms. Lanzhen Tian, Mr. Michael Turnbull, Dr. Donna Vandergrift, Ms. Sandy Venezia, 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 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 May 18, 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 May 18, 2021 to June 15, 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 May 5, 2021 to June 1, 2021.
- The President announced a return to in-person Board meetings in August 2021, and he proceeded with the following announcements in addition to the written report provided in the Board packet:

##### 1) Presentation of Retirement Resolutions to:

- Ellen Dea, Technical Paraprofessional, Library
- Diane Schellack, Academic Literacy Instructor and Coordinator, Liberal Arts
- Lanzhen Tian, Information Specialist Learning Resources, Library

President Cioce indicated that he will use the Board as a platform to acknowledge retiring members of the RCBC family, which began last month. When an employee dedicates ten or more years of their career to RCBC, we will take formal action before the Board so that there is a resolution on record thanking them for their service and highlighting some of their accomplishments. Dr. Cioce introduced Ms. Ellen Dea, Technical Paraprofessional in the College’s Library for over 22 years, and he virtually presented and read the resolution. Chair Nyikita and the Board of Trustees congratulated and thanked Ms. Dea for her service. Additionally, Dr. Martin Hoffman, Dean of Learning Resources, thanked Ms. Dea for always finding the best resolution for students, faculty, staff and members of the community who visited our library.

Dr. Cioce introduced Ms. Diane Schellack, Academic Literacy Instructor and Coordinator in the College's Liberal Arts Division for nearly 21 years, and he virtually presented and read the resolution. Chair Nyikita and the Board of Trustees congratulated and thanked Ms. Schellack for her service. Additionally, Dr. Donna Vandergrift, Dean of Liberal Arts, thanked Ms. Schellack for her dedication to our students and creating a model of working with our adjunct faculty that will be continued in the Liberal Arts Division because it is such a collaborative approach.

Dr. Cioce introduced Ms. Lanzhen Tian, Information Specialist Learning Resources in the College's Library for 21 years, and he virtually presented and read the resolution. Chair Nyikita and the Board of Trustees congratulated and thanked Ms. Tian for her service. Additionally, Dr. Martin Hoffman, Dean of Learning Resources, thanked Ms. Tian for always doing what needed to be done both with the collection of books, shifting back and forth between the various campuses, and maintaining and updating it. Most recently, for bringing the College Library into the 21st Century with our digital collection, and for advocating for the Virtual Academic Library Environment of New Jersey (VALE-NJ) for databases, journals, streaming videos, e-books and services, which was approved by the Board in May 2021.

- 2) Presentation of Professor Emeritus Resolution and Certificate: President Cioce explained the College's long-standing Board policy for awarding Professor Emeritus status to retiring professors who are beloved by their colleagues. The recommendation was advanced to honor Professor Laura Ritt, Assistant Professor of Biology, who retired earlier this year, with the status of Professor Emeritus. Dr. Cioce virtually presented and read the certificate. Chair Nyikita and the Board of Trustees congratulated and thanked Professor Ritt for her service. Professor Ritt shared her story of how she came to the College. Her career grew as her family grew and she absolutely loved it. She is proud of what they have accomplished at the College and has enjoyed every minute. Dr. David Spang, Senior Vice President and Provost, thanked Professor Ritt for all she has done for the programs, students and adjunct faculty. It has been wonderful working with her. Professor Ritt has educated a lot of students who went on to become pharmacists, doctors, and biologists. Enjoy the next chapter and please stay in touch with us.
- 3) Presentation of Resolution to Ms. Stephanie Berdugo-Hernandez, RCBC Alumni Trustee for the 2020 – 2021 Academic Year: President Cioce announced that Ms. Berdugo-Hernandez was unable to join us for the Board meeting this evening due to a conflict. She was attending a meeting with the New Jersey Council of County Colleges Student and Alumni Committee that we asked her to be a part of. However, this meeting does conclude her term as Alumni Trustee. Given the fact of how high the bar Stephanie has raised for us, Dr. Cioce read and virtually presented the resolution to recognize her service for the record and reflect how amazing she was as our student liaison to the Board. Stephanie is a 3 + 1 student. She also served as the Student Advisory Committee Chair for HESAA. She has represented the College on multiple initiatives and committees and President Cioce thanked her for all she has done.

- 4) President Cioce announced a few short weeks ago, the campus was amazingly packed as we celebrated our five Commencement ceremonies. There were several hundred student graduates in attendance and thousands of family members. The weather, event, logistics and planning were perfect. There were approximately 15,000 views online, which is the largest audience in the College's attendance. We celebrated 500 members of the classes of 2020 and 2021 and have received nothing but positive feedback. If you were unable to attend or view online, the videos are available on Facebook and YouTube. We received great press in the local papers and even the Panamanian television picked us up because our Valedictorian is an international student from Panama.
  
- 5) President Cioce announced that this past spring, the College Foundation raised through virtual efforts \$94,000 that will go directly to students. It is the most successful virtual fundraiser in the College's history. The fundraiser will remain open for the next 15 days, officially closing on June 30, 2021. The College's goal is \$100,000.00. It does appear that S.T.E.M. is the winning team. Dr. Cioce thanked the Foundation Chair, Director and staff for all of their assistance.
  
- 6) Dr. Cioce indicated that we will have a larger return to campus in the fall and RCBC never closed. When COVID-19 became a reality 16 months ago, our leadership team, middle-management team, and frontline staff, pivoted within three days. We had online classes up and running. We have many online classes that actually pre-dated COVID, which helped. With decreases to cases locally, increases to vaccination rates, the last two weeks, the academic leadership team and enrollment management team have been doubling the original goal of our on-campus seats for this fall. Also, staff have begun to transition back to campus as of June 1, 2021. We have escalators in place that every three weeks the on-campus percentage increases and we will see each other more frequently.

President Cioce invited questions. With no questions, 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., June 8, 2021, at 3:00PM, and the Committee discussed various finance and facilities matters, as well as the resolutions before you.

Mr. Nyikita proceeded with a review of Tabs 1 through 13 for the Board's consideration:

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

- Tab #1:** Resolution #2021-166-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2021-166-02, A Resolution to approve and ratify agreements and contracts.
- Tab #3:** Resolution #2021-166-03, A Resolution Authorizing Rowan College at Burlington County to continue participation in the Burlington County Insurance Commission (BCIC).
- Tab #4:** Resolution #2021-166-04, A Resolution to award a contract extension to Emerald Business Supply for the purchase of custodial supplies (paper and plastic) for an amount not to exceed \$33,000.00 during fiscal year 2022.
- Tab #5:** Resolution #2021-166-05, A Resolution to award a contract extension to Jon Don Inc. for the purchase of custodial supplies (cleaning supplies and chemicals) for an amount not to exceed \$15,000.00 during fiscal year 2022.
- Tab #6:** Resolution #2021-166-06, A Resolution to approve a qualified list of collection agencies to be used by the College's Office of Student Accounts during fiscal year 2022.
- Tab #7:** Resolution #2021-166-07, A Resolution to award a contract extension to TouchNet information System, Inc. to provide continued electronic refunding services, payment plans and online payment processing during fiscal year 2022.
- Tab #8:** Resolution #2021-166-08, A Resolution to award a contract to Pitney Bowes, Inc. for the purchase of postage through a postage meter in an amount not to exceed \$120,000.00 during fiscal year 2022.
- Tab #9:** Resolution #2021-166-09, A Resolution to award a contract to Siemens Building Technologies for continued maintenance and ATC control services for the College's building automation systems, including fire safety systems, in an amount not to exceed \$70,000.00 during fiscal year 2022.

- Tab #10:** Resolution #2021-166-10, A Resolution to award a contract to W.B. Mason for office supplies in an amount not to exceed \$65,000.00 during fiscal year 2022.
- Tab #11:** Resolution #2021-166-11, A Resolution to award a contract to ARI for fleet management services in an amount not to exceed \$150,000.00 during fiscal year 2022.
- Tab #12:** Resolution #2021-166-12, A Resolution to award an annual contract to ePlus Technology, Inc. for the Cisco Smartnet maintenance and support on various network switches and video conference equipment in the amount of \$77,984.19.
- Tab #13:** Resolution #2021-166-13, A Resolution to award a contract extension with Follett Higher Education Group, Inc. to provide bookstore operation and management services for the College for a five (5) year term to commence July 1, 2021 through June 30, 2026.

Chair Nyikita invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 13, as recommended by the Finance/Facilities Committee. With a motion by Trustee Anthony Wright, noting the correction to fiscal year 2022 on Tab 9, and a second by Trustee Jamie Martin, the Board approved Resolutions 1 through 13, with all in favor and none opposed.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-01**

**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 virtually on Tuesday, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-02**

**TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS**

**FOR APPROVAL:**

To approve a Memorandum of Agreement for Professional Services between the **New Jersey Department of Education (NJDOE)** and Rowan College at Burlington County (RCBC) to administer Adult Education Tests for High School Equivalency Diplomas, for calendar years 2022 through 2023, effective January 1, 2022 until December 31, 2023.

To approve the renewal of the Workforce Innovation and Opportunity Act Training Provider Agreement for FY22 between the **Camden County Workforce Development Board** and Rowan College at Burlington County to procure training providers through the New Jersey Department of Labor and Workforce Development, for the period August 1, 2021 through July 31, 2022.

To approve a renewal agreement for FY22 **SHI International Co** for annual Microsoft 365 A3 Subscription maintenance, for the **OIT** Department, for a one-year term, September 1, 2021 through August 31, 2022, in an amount of \$31,756.77.

To approve a renewal agreement for FY22 with **CDW Government** for annual software maintenance and support for Commvault Program for the OIT Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount \$8,500.00.

To approve a renewal annual Subscription for FY22 with **CDW Government** for the CommandCenterHD License for the Video Communication Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount \$16,955.12.

To approve an annual subscription for FY22 with **Happy Fox, Inc.**, for Enterprise Plan, Enterprise Annual maintenance software, for the OIT Department, for the period July 1, 2021 through July 1, 2022, for an amount of \$13,413.60.

To approve a software renewal agreement for FY22 with **Qless, Inc.** for software for 2-way SMS interactive queuing software Package, for the OIT Department, for a one-year term, August 1, 2021 through July 31, 2022, in an amount of \$6,695.80.

To approve an agreement for FY22 with **Intersect (Hobsons)** for Advertising through Naviance

software license for the Strategic Marketing and Communication Department, for two (2) years, July 31, 2021 through July 30, 2023, for a yearly amount of \$14,626.00.

To approve an annual support upgrade plan for FY2, with **Codeworks, Inc.** for existing software maintenance for Vision District Kit, for the Distance Education Department, for a one-year term, June 30, 2021 through June 30, 2022, in an amount of \$3,055.00.

To approve a software maintenance and updates renewal for FY22 with **Faronics**, for the OIT Department, for a one-year term, July 1, 2012 through June 30, 2022, in the amount of \$3,150.00.

To approve a renewal agreement for FY22 with **Air Slate** for an Annual AirSlate Basic Subscription for SignNow, for the OIT Department, for a one-year term, June 30, 2021 through July 30, 2022, in an amount of \$6,480.00.

To approve a renewal for FY22 with **Entrinsik** for Informer annual license and support and product upgrades, for the OIT Department, for a one-year term, July 1, 2021 through June 30, 2022, in an amount of \$6,938.00.

To approve a renewal agreement for FY22 with **Omnigo Software** for annual software for the report exec system, for the Public Safety Department, for a one-year term, July 1, 2021 to June 30, 2022, in an amount of \$5,782.24.

To approve a service agreement for FY22 with **Agilent Technologies, Inc.** for instrument services for crosslab silver, for the STEM/Chemistry Department, for a one-year term, August 1, 2021 through July 31, 2022, in the amount of \$14,772.00.

To approve a service agreement for FY22 with **Getinge USA Sales, LLC.** for Getinge Care Professional Plan, service of sterilizer and boiler equipment, for the STEM/Biological Science Department for a one-year term, July 1, 2021 through June 30, 2022, for a one-year term, July 1, 2021 through June 30, 2022, in the amount of 8,230.00.

To approve a renewal agreement for FY22 **Park Place Technologies, LLC** for annual maintenance for the Dell servers, for the OIT Department, for a one-year term, July 1, 2021 through June 30, 2022, in an amount of \$10,228.92.

To approve a renewal agreement for FY22 **Source4** for FormPort Annual Maintenance, for the OIT Department, for a one-year term, July 1, 2021 through June 30, 2022, in an amount of \$2,095.00.

To approve a subscription for FY22 with **OnSolve** for mass communication system for Marketing and Communication Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount of \$8,093.93.

To approve an annual renewal for FY22 with **BCC Software, LLC** for bulk mailer pro package software FSP subscription, for the Print Services-Inside Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount of \$3,245.00.

To approve renewal software license with **Respondus** for monitor licensing, lockdown browser campus-wide licensing, for the Distance Education Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount of \$8,545.00.

To approve a software license renewal for FY22 with **VoiceThread** for an annual Higher Education license with Platinum Service for the existing cloud-base service, for the Distance Education Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount of \$9,829.00.

To approve a professional service consultant contract with **Puleo Pharmacy Services, LLC** for Pharmacy Technician, for the Professional Development Department, for the term September 27, 2021 through June 20, 2022, in an amount not to exceed \$14,040.00.

To approve a software program for FY22 with **CollegeNet**, for a Linux program, as( 25Live software not able to support system, for the OIT/Facilities Department, for a one-year term, July 1, 2021 through June 30, 2022, in an amount of \$17,134.56.

To approve an annual renewal software license for FY22 with **CDW Government** for Adobe Creative Cloud for Enterprise licensing software subscription, for the OIT Department, for a one-year term, July 1, 2021 through June, 30, 2022, in an amount of \$10,655.70.

To approve the renewal of the College-paid Short-Term Disability (STD) and employee-paid Long-Term Disability (LTD) for all non-affiliated employees to **The Standard Insurance Company** effective July 1, 2021 through June 30, 2022 in the amount of **\$26,000.00** with approximately **\$6,000** being funded by employee contributions.

To approve an annual software renewal with **Dell** for maintenance and support for the Sunrise RIMS System, for the OIT Department, for a one-year term July 1, 2021 through June 30, 2022, in an amount of \$25,200.00.

To approve a Collaboration Agreement between the **Food Bank of South Jersey** and the RCBC Food Pantry to provide technical assistance and support outlined in the agreement, which have been fully sponsored by a grant.

To approve an Affiliation Agreement between Rowan College at Burlington County and **Virtua/Our Lady of Lourdes** for clinical training and instructional purposes for the Associate Degree in Nursing Program for the period August 1, 2021 through July 30, 2024.

**FOR RATIFICATION:**

To ratify an agreement with **ProEducation Solutions, LLC** for ProEd's ProVerifier Full Service Solution and Service, consisting of access for remote verifying federal student aid application through web-based student portals, for the Student Success Department-Financial Aid, for a 13-month term, June 1, 2021 through June 30, 2022, with the options to renew for additional three (3), one-year terms, in an amount not to exceed \$33,000.00.

To ratify a Clinical Site Agreement with **Weisman Children's Rehabilitation Hospital** for clinical training and instructional purposes in the RCBC Nursing Program for the period of June 1, 2021 through May 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 virtually on Tuesday, June 15, 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

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 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-03**

**A RESOLUTION AUTHORIZING ROWAN COLLEGE AT BURLINGTON  
COUNTY TO RENEW ITS MEMBERSHIP IN THE BURLINGTON COUNTY  
INSURANCE COMMISSION**

***WHEREAS***, the Board of County Commissioners for the County of Burlington (the “County”) established a County Insurance Fund Commission for the purposes provided by law; and

***WHEREAS***, the existence of the Burlington County Insurance Fund Commission is intended to provide Burlington County’s various boards, agencies, authorities and commissions with the opportunity to combine resources to manage their liability and casualty risks and employee health insurance, as may be authorized; and

***WHEREAS***, pursuant to N.J.S.A. 40A:10:8 et seq. the County of Burlington appointed three County officials to serve as Commissioners of the County Insurance Fund Commission; and

***WHEREAS***, pursuant to the rules and regulations adopted by the Burlington County Insurance Fund Commission, the commissioners shall be officials of the County of Burlington and are authorized to perform all the duties as set forth in N.J.S.A 40A:10-10 and all applicable rules and regulations; and

***WHEREAS***, the various County boards, agencies, authorities and commissions shall have representation on the safety committee and the advisory committee established by the Burlington County Insurance Fund Commission; and

***WHEREAS***, the College has determined it is in the best interest of the College for the Trustees of the College to renew its membership in the Burlington County Insurance Fund Commission; and

***WHEREAS***, membership in the Burlington County Insurance Fund Commission shall be for a period not to exceed three (3) years;

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, as follows:

- Section 1. The Trustees of the College hereby accepts the finding that participation in the Burlington County Insurance Fund Commission will continue to result in cost savings and administrative efficiencies in the management of its liability and casualty risks, and as may be authorized, its employee health insurance to the benefit of the residents of Burlington County.

- Section 2. The Trustees of the College agrees to renew its membership in the Burlington County Insurance Fund Commission.
- Section 3. The Secretary is hereby authorized and directed to publish and/or file any notices that may be required by applicable law.
- Section 4. The Executive Director or his designee is hereby authorized to execute any agreement, including an indemnity and trust agreement, or other documents required by the Burlington County Insurance Fund Commission to affect the purposes of this resolution.
- Section 5. This resolution shall take effect immediately upon the adoption and publication as required by law.

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

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 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-04**

**TO AWARD A CONTRACT EXTENSION TO EMERALD BUSINESS SUPPLY FOR  
THE PURCHASE OF CUSTODIAL SUPPLIES (PAPER AND PLASTIC SUPPLIES)  
FOR AN AMOUNT NOT TO EXCEED \$33,000.00 DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need to purchase various custodial products including paper and plastic products; and

*WHEREAS*, a Request for Bids was posted on the College website and advertised in the Trenton Times, the Courier Post and the Burlington County Times on Thursday, February 27, 2020 and opened on Wednesday, May 6, 2020; and

*WHEREAS*, at the June 16, 2020 Board of Trustees meeting, a contract was awarded to **Emerald Business Supply** for a period of one (1) year and the Request for Bids contained language that would allow it to be extended for one (1) additional year by mutual agreement; and

*WHEREAS*, our current contract expires on June 30, 2021; and

*WHEREAS*, it has been determined that **Emerald Business Supply** have the experience and expertise to continue to provide these goods and services to the College; 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 to **Emerald Business Supply, 4807 Ashburner Street, Philadelphia, PA 19136**; 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) **Emerald Business Supply, 4807 Ashburner Street, Philadelphia, PA 19136**; and

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract extension be awarded to **Emerald Business Supply** for an amount not to exceed \$33,000.00 for fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Plant Funds Budget to pay for the contract between Rowan College at Burlington County and **Emerald Business Supply**.

The money necessary to fund said contract is not to exceed **\$33,000.00**. 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 appropriations:

1-78100-9515 (Physical Plant-Pemberton, Custodial Supplies)

1-78110-9515 (Physical Plant-Mt. Laurel, Custodial Supplies)

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Matthew Farr  
Chief Operating Officer

**\*\*\*\*\*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  
June 15, 2021**

**RESOLUTION #2021-166-05**

**TO AWARD A CONTRACT EXTENSION TO JON DON INC. FOR THE PURCHASE  
OF CUSTODIAL SUPPLIES (CLEANING SUPPLIES & CHEMICALS) FOR AN  
AMOUNT NOT TO EXCEED \$15,000.00 DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need to purchase various custodial products including cleaning supplies and chemicals; and

*WHEREAS*, a Request for Bids was posted on the College website and advertised in the Trenton Times, the Courier Post and the Burlington County Times on Thursday, February 27, 2020 and opened on Wednesday, May 6, 2020; and

*WHEREAS*, at the June 16, 2020 Board of Trustees meeting, a contract was awarded to **Jon Don Inc.** for a period of one (1) year and the Request for Bids contained language that would allow it to be extended for one (1) additional year by mutual agreement; and

*WHEREAS*, our current contract expires on June 30, 2021; and

*WHEREAS*, it has been determined that **Jon Don Inc.** has the experience and expertise to provide these goods and services to the College; 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 to **Jon Don Inc.**, 400 Medinah Road, Roselle, IL 60172; 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, **Jon Don Inc.** 400 Medinah Road, Roselle, IL 60172; and

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract extension be awarded to **Jon Don Inc.** for an amount not to exceed **\$15,000.00** for fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **Jon Don Inc.**

The money necessary to fund said contract is not to exceed **\$15,000.00**. 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 appropriations:

1-78100-9515 (Physical Plant-Pemberton, Custodial Supplies)

1-78110-9515 (Physical Plant-Mt. Laurel, Custodial Supplies)

---

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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-06**

**TO APPROVE A QUALIFIED LIST OF COLLECTION AGENCIES TO BE USED BY  
THE COLLEGE'S OFFICE OF STUDENT ACCOUNTS DURING FISCAL YEAR 2022**

***WHEREAS***, the College may have a need for qualified firms to perform services in the area of bad debt collections on our behalf; and

***WHEREAS***, a Request for Qualifications/Proposals (RFP/Q) was advertised and released on Wednesday, May 20, 2020 and opened on Tuesday, June 9, 2020, at 11:00 AM; and

***WHEREAS***, the qualified list was for a period of one (1) year and the RFQ/P also contained language which would allow the College to extend the term of the approved list for an additional one (1) year term based on mutual agreement; and

***WHEREAS***, our current contract expires on June 30, 2021; and

***WHEREAS***, it appears that the attached list of debt collection agencies has the experience and expertise to continue to provide debt collections services for the college; and

***WHEREAS***, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), it appears in the best interest of the College to approve the list of qualified debt collection agencies; and

***WHEREAS***, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), the President recommends the approval of the list of qualified debt collection agencies; and

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, authorizes the College to approve the list of qualified debt collection agencies to work with the Office of Student Accounts at the College to collect bad debt, on behalf of the College, for the contracted period.

**COLLECTION AGENCIES – FY22 – Pre-Qualified  
July 2021 – June 2022**

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

HS Financial Group  
25651 Detroit Road  
Suite 203  
Cleveland, Ohio 44145  
(888) 774-0272

**\*\*\*\*\*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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2020-168-07**

**TO AWARD A CONTRACT EXTENSION TO TOUCHNET INFORMATION SYSTEMS, INC. TO PROVIDE CONTINUED ELECTRONIC REFUNDING SERVICES, PAYMENT PLANS AND ONLINE PAYMENT PROCESSING FOR THE COLLEGE DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need to provide an electronic method for students to pay tuition and receive financial aid; and

*WHEREAS*, this method needs to be a secure online system for both the student and the College; and

*WHEREAS*, Requests for Proposals were advertised on Sunday, April 5, 2020 and were opened Wednesday, May 6, 2020, at 12:00 PM; and

*WHEREAS*, at the June 16, 2020 Board of Trustees meeting, a contract was awarded to **TouchNet information System, Inc.** for a period of one (1) year and the Request for Proposals contained language that would allow it to be extended for one (1) additional year by mutual agreement; and; and

*WHEREAS*, it appears that **TouchNet information System, Inc.**, has the experience and expertise to provide these services; and

*WHEREAS*, our current contract expires on June 30, 2021; and

*WHEREAS*, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), it appears in the best interest of the College to award an extension to **TouchNet Information Systems, Inc., 9801 Renner Blvd., Suite 150, Lenexa, KS 66219**; and

*WHEREAS*, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), the President recommends a contract extension be awarded to **TouchNet Information Systems, Inc., 9801 Renner Blvd., Suite 150, Lenexa, KS 66219**; and

*NOW, THEREFORE, BE IT RESOLVED*, by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract extension be awarded to **TouchNet Information Systems, Inc., 9801 Renner Blvd., Suite 150, Lenexa, KS 66219**, for fiscal year 2022.

**\*\*\*\*\*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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-08**

**TO AWARD A CONTRACT TO PITNEY BOWES, INC. FOR THE PURCHASE OF  
POSTAGE NEEDED FOR MAILING SERVICES IN AN AMOUNT NOT TO EXCEED  
\$120,000.00 DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need to provide mailing and shipping services to various departments at all campus and center locations through the USPS, UPS and FedEx; and

*WHEREAS*, these services include standard mail, vendor payments, payroll checks, as well as, College brochures; and

*WHEREAS*, the College is leasing a postage meter from **Pitney Bowes, Inc.**; and

*WHEREAS*, the College purchases United States postage permits through **Pitney Bowes, Inc.** which provides a discounted rate on postage for College through this postage meter; and

*WHEREAS*, these services are included under New Jersey State Contract (#75237); and

*WHEREAS*, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-it appears in the best interest of the College to award a contract to **Pitney Bowes, Inc.**, P.O. Box 5151, Shelton, CT 06484 (New Jersey State Contract #75237); and

*WHEREAS*, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **Pitney Bowes, Inc.**, P.O. Box 5151, Shelton, CT 06484 (New Jersey State Contract #75237); and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract be awarded to **Pitney Bowes, Inc.** in an amount not to exceed **\$120,000.00** during fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **Pitney Bowes, Inc.**

The money necessary to fund said contract is not to exceed **\$120,000.00**. 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:

1-10410-9401 (General Institutional, Postage)

---

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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-09**

**TO AWARD A CONTRACT TO SIEMENS BUILDING TECHNOLOGIES FOR  
CONTINUED MAINTENANCE AND ATC CONTROL SERVICES FOR THE  
COLLEGE'S BUILDING AUTOMATION SYSTEMS, INCLUDING FIRE SAFETY  
SYSTEMS, IN AN AMOUNT NOT TO EXCEED \$70,000.00  
DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need to schedule and regulate mechanical heating and cooling equipment on the campuses and centers owned and operated by the College; and

*WHEREAS*, there is also a need to maintain and monitor fire safety systems; and

*WHEREAS*, this equipment consists of computer hardware, software, building control panels, air compressors, digital and analog actuators, sensors, pneumatic control devices and digital control devices which are manufactured and installed by Siemens Building Technologies; and

*WHEREAS*, the College campuses are networked using the College LAN with the server located in the Central Heating and Cooling Plant on the Mt. Laurel campus; and

*WHEREAS*, these intricate systems require regular factory maintenance; including but not limited, to software upgrades, software support, on line troubleshooting and diagnostics, 24 X 7 operator support, system backup, preventive maintenance to pneumatic and digital systems; and

*WHEREAS*, due to the proprietary nature of the operating software and critical components, this service must be provided by the manufacturer; 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*, **Siemens Building Technologies** has completed and submitted a Business Entity Disclosure Certification which certifies that **Siemens Building Technologies** 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 **Siemens Building Technologies** from making any reportable contributions through the term of the contract; and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Siemens Building Technologies**, 1450 Union Meeting Rd., Blue Bell, PA, 19422; and

***WHEREAS***, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends the award of this contract to the following vendors: **Siemens Building Technologies**, 1450 Union Meeting Rd., Blue Bell, PA, 19422; and

***NOW, THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract be awarded to **Siemens Building Technologies** in an amount not to exceed **\$70,000.00** for fiscal year 2022;

***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, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **Siemens Building Technologies**.

The money necessary to fund said contract is **\$70,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

- 1-78100-9601 (Physical Plant-Pemberton, Maintenance Contracts)
- 1-78110-9601 (Physical Plant-Mt. Laurel, Maintenance Contracts)
- 1-78100-9701 (Physical Plant-Pemberton, Contracted Services)
- 1-78110-9701 (Physical Plant-Mt. Laurel, 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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-10**

**TO AWARD A CONTRACT TO W.B. MASON FOR OFFICE SUPPLIES IN AN  
AMOUNT NOT TO EXCEED \$65,000.00 DURING FISCAL YEAR 2022**

*WHEREAS*, all college departments on all campuses require a variety of office supplies, etc. in order for their departments to function on a day-to-day basis; and

*WHEREAS*, the purchasing department will review all requisitions and make the determination when it is in the best interest of the College to purchase these supplies from W.B. Mason via the State Contract pricing; and

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

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 it appears in the best interest of the College to award a contract to **W.B. Mason**, 151 Heller Place, Bellmawr, NJ 08031 (New Jersey State Contract #A88839); and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **W.B. Mason**, 151 Heller Place, Bellmawr, NJ 08031 (New Jersey State Contract #A88839);

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract be awarded to **W.B. Mason** for an amount not to exceed **\$65,000.00** during fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **W.B. Mason**.

The money necessary to fund said contract is **\$65,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

1-10410-9501 (General Institutional, Office Supplies)

---

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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2020-166-11**

**TO APPROVE A CONTRACT WITH AUTOMOTIVE RENTALS, INC (ARI) FOR  
FLEET MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000.00  
DURING FISCAL YEAR 2022**

*WHEREAS*, the College has a need for vehicle fleet management services; and

*WHEREAS*, these fleet management services include, but are not limited to, tracking vehicle service requirements, providing fuel cards and tracking usage, vehicle tracking and reporting services, tracking and management of vehicle repair records, billing pass-through for authorized repair centers and gas stations; and

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

*WHEREAS*, the Board of Commissioners for the County of Burlington are expected to approve a contract extension to their agreement with **Automotive Rentals, Inc. (ARI)**, which includes the College, at an upcoming meeting in the fall of 2021. The terms of this extension are still being negotiated and finalized; and

*WHEREAS*, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **Automotive Rentals, Inc (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

*WHEREAS*, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **Automotive Rentals, Inc (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract be awarded to **ARI** in an amount not to exceed \$150,000.00 during fiscal year 2022.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the FY 2022 Operating Budget to pay for the contract between Rowan College at Burlington County and **ARI**.

The money necessary to funds said contract is not to exceed **\$150,000.00**. 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:

1-78100-9340 (Facilities, Operation of Vehicles)

---

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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-12**

**TO AWARD AN ANNUAL CONTRACT TO ePLUS TECHNOLOGY, INC. FOR THE  
CISCO SMARTNET MAINTENANCE AND SUPPORT ON VARIOUS NETWORK  
SWITCHES AND VIDEO CONFERENCE EQUIPMENT  
IN THE AMOUNT OF \$77,984.19**

*WHEREAS*, the College has a need for vendor supplied maintenance and support services for various Cisco network and video conferencing equipment (July 1, 2021 – June 30, 2022); and

*WHEREAS*, these services are included under New Jersey State Contract (#87720); 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.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720); 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.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720);

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, to award a contract to **ePlus Technology, Inc.** in the amount of \$77,984.19

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the Fiscal Year 2022 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 **\$77,984.19**. 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 Technology, Maintenance Contracts)

---

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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-13**

**TO AWARD A CONTRACT EXTENSION TO FOLLETT HIGHER EDUCATION  
GROUP, INC. TO PROVIDE BOOKSTORE OPERATION AND MANAGEMENT  
SERVICES FOR THE COLLEGE FOR A FIVE (5) YEAR TERM TO COMMENCE  
JULY 1, 2021 THROUGH JUNE 30, 2026**

*WHEREAS*, the College has a need to provide educational books, materials and related services to our student population and the campus community; and

*WHEREAS*, bookstore services and operations provide valuable resources for the College community on the Mt. Laurel campus; and

*WHEREAS*, our current contract expires on June 30, 2021; and

*WHEREAS*, this contract extension is for a period of five (5) years and if deemed to be of mutual benefit to both parties, the College and contractor can mutually agree to renew the contract for an additional five (5) year period; and

*WHEREAS*, it appears that **Follett Higher Education Group, Inc.** 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) N.J.S.A. 19:44A-20.26 and P.L. 1982, c.189 (C.18A:64A-25.4) it appears in the best interest of the College to award a contract to **Follett Higher Education Group, Inc.**; 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) N.J.S.A. 19:44A-20.26 and P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends a contract be awarded to the following vendor: **Follett Higher Education Group, Inc.**;

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that a contract is awarded to **Follett Higher Education Group, Inc.** for a five (5) year term to commence July 1, 2021 through June 30, 2026.

**\*\*\*\*\*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, June 15, 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								

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 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., June 9, 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 14 for the Board's consideration:

**Personnel Committee Action (Resolution(s) for Approval)**

**Tab #14:** Resolution #2021-166-14, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 14, as recommended by the Personnel Committee. With a motion by Trustee James Kerfoot, and a second by Trustee Dorion Morgan, the Board approved Resolution 14 with all in favor and none opposed.

There were no questions.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-14**

**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;

Khaliyah Leach as EOF Program Coordinator at \$39,000; 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;

Rachel Pieters as Administrative Librarian at \$46,000;  
Kathleen Delitta as Admissions Counselor (no salary change);  
Felice Tietz as Grants Compliance & Monitoring Specialist at \$58,000;  
Matthew Walsh as PT Accountant (additional 10 hours/wk until the grant money is depleted) at \$17/hour;  
Robert Mueller as Compliance & Research Specialist at \$58,240; and,

**Salary Adjustments**

Jovina Bermudez as Director, Financial Aid at \$82,000 effective 7/1/21;  
LacyJane Ryman as Registrar at \$80,000 effective 7/1/21;  
Shawn Thomas as Assistant Director, Financial Aid at \$58,000 effective 7/1/21;  
Andre Turner as Director, EOF at \$75,000 effective 7/1/21;  
Zaneb Ghanem as Assistant Director, Outreach & Admissions at \$58,000 effective 7/1/21;  
Alie O'Neil as Director of Rowan Relations at \$70,000 effective 7/1/21;  
John Costa as Director of Student Life & Community Standards at \$75,000 effective 7/1/21;  
Myles Lawhorn as Manager of Student Accounts at \$75,000 effective 7/1/21;  
Laura Wojciechowicz as Assistant Director of Accounting at \$72,000 effective 7/1/21;  
Allison DeJoseph as Interim Program Development Specialist at \$50,000 effective 6/1/21-12/31/21;  
Nicole Salamatin as Director of Institutional Research at \$75,000 effective 7/1/21; and

**Title Changes**

Danielle Garcia as Interim Health Sciences Division Coordinator, Health Sciences (extension of 6/30/21 with end date to be determined but no later than 8/30/21); 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;**

Mason, Emily; and

**Adjuncts, Nursing and Health Sciences;**

Clinedinst, Jennifer; Williams, Dennis; Komala, Genna; Fadden, Jennifer; and

**Part-Time Trainers;**

Gatti, Denise; Enriquez, David; Lawton, Kevin; Robinson, Jessica; and

**EMT Trainers/EMT Aides;**

Reed, Jaime; and

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

Mayumi Yanosov, PT CCOG Research Assistant, OIR;  
Dana Carter, Junior Financial Aid Officer, EMSS;  
Joyce Matheson, Adjunct, Health Sciences;  
Caitlin French, Adjunct, Nursing;  
Robert Czepiel, Adjunct, Health Sciences;  
Matt Vasquez, Academic Advising & Student Support Specialist, EMSS;  
Samantha Gonnelli, Student Services Generalist, EMSS;  
Karen Bennett, Interim Manager of LIFE & Community Enrichment, WDI;  
Christopher Corrato, PT Student Services Associate, EMSS;  
Nicole Scott, Manager of Program Development, WDI; 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;

Janell Martin, Print Shop, Paid LOA;  
Elisa Bogdan, WDI, Paid Intermittent LOA; 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;

PT CCOG Research Assistant;  
Interim Manager of LIFE & Community Enrichment;  
Manager of LIFE & Community Enrichment; 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 15<sup>th</sup> day of June 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, June 15, 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								

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 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

- C. **Academic Committee:** Committee Chair Jamie Martin reported that the Academic Committee met virtually on Tuesday, June 8, 2021, at 2:00PM, and the Committee discussed the action items coming up for approval.

Committee Chair Martin proceeded with a review of Tabs 15, 16 and 17 for the Board's consideration:

**Academic Committee Action (Resolution(s) for Approval)**

- Tab #15:** Resolution #2021-166-15, A Resolution for approval to apply for and accept the fiscal year 2022 Strengthening Career and Technical Education (CTE) for the 21st Century Act (Perkins V) from the New Jersey Department of Education, in the amount of \$492,172.00.
- Tab #16:** Resolution #2021-166-16, A Resolution to authorize the retirement of degree and certificate programs.
- Tab #17:** Resolution #2021-166-17, A Resolution approving the Conferring of the Honorary Title "Professor Emeritus" to Retired Assistant Professor of Biology, Laura H. Ritt.

Chair Nyikita requested a motion to move Tabs 15 through 17, as recommended by the Academic Committee. With a motion by Trustee Raymond Marini, and a second by Trustee Mickey Quinn, the Board approved Resolutions 15 through 17 with all in favor and none opposed.

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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-15**

**APPROVAL TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2022  
STRENGTHENING CAREER AND TECHNICAL EDUCATION (CTE) FOR THE 21ST  
CENTURY ACT (PERKINS V) FROM THE NEW JERSEY DEPARTMENT OF  
EDUCATION, IN THE AMOUNT OF \$492,172.00**

***WHEREAS***, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the New Jersey Department of Education (NJDOE), Office of Career and Technical Education, that it is eligible for funding in the amount of \$492,172.00 for fiscal year 2022; and

***WHEREAS***, Rowan College at Burlington County believes there is a need for funding to improve academic career and technical education programs; and

***WHEREAS***, fiscal year 2022 Perkins V grant resources will be used to improve teaching and instruction of College career and technical education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions and student services. Perkins V funding will also be used for allowable activities related to career services, tutoring, student success, professional development and institutional research; and

***WHEREAS***, to facilitate student instruction, using relevant, up-to-date programming that meets business and industry standards, fiscal year 2022 Perkins V grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for academic programs such as: Health Information Technology, Geospatial, Human Services, Electronic Engineering Technology, Mechanical Engineering Technology, Nursing, Biotechnology, Diagnostic Medical Sonography, Culinary Arts, Radiography, Dental Hygiene, Fashion Design, Entertainment Technology, Photography, Cybersecurity, and Criminal Justice. The type of instructional equipment, materials and supplies that may be purchased includes industry-required equipment, laboratory supplies, print and database resources, instructional software and computers; and

***WHEREAS***, Rowan College at Burlington County agrees to develop the Postsecondary Federal/State Vocational Fiscal Year 2022 One-Year Spending Plan in accordance with the Fiscal Year 2022 Perkins V Grant Guidelines, and all other appropriate state and federal rules and regulations; and

***WHEREAS***, submission of the One-Year Spending Plan to the NJDOE, Office of Career and Technical Education, and approval by the Board of Trustees are required for funding approval;

***NOW, THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, hereby authorizes the College to apply for and to accept the Perkins V Fiscal Year 2022 funding amount of \$492,172.00.

**\*\*\*\*\*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 virtually on Tuesday, June 15, 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								

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George Nyikita  
Chairperson

\_\_\_\_\_  
Dr. Michael A. Cioce  
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-16**

**TO AUTHORIZE THE RETIREMENT OF DEGREE AND  
CERTIFICATE PROGRAMS**

**WHEREAS**, Rowan College at Burlington County has decided to retire the following degree and certificate programs effective with the fall 2021 semester:

AAS.ALT	Alternative Energy Technology
AAS.GIS	Geospatial Technology
CRT.GIS	Geospatial Technology Certificate
AS.GSC	Geoscience
AAS.HCI	Healthcare Informatics

**WHEREAS**, in such instances, Section III.B. of the *Academic Issues Committee Manual 2020-2021*, issued by the New Jersey Presidents' Council (NJPC) requires that an institution deciding to terminate a program accomplish same by a resolution of the College's governing board: and

**WHEREAS**, Appendix J-1 of the *Academic Issues Committee Manual 2020-2021* requires that a copy of the signed Board Resolution be sent to the Academic Issues Committee Chair as official notification of said action;

**NOW, THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, that the above-named AAS.ALT, AAS.GIS, AS.GSC and AAS.HCI degree programs and CRT.GIS certificate program be retired at Rowan College at Burlington County effective with the fall 2021 semester.

**\*\*\*\*\*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, June 15, 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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
June 15, 2021**

**RESOLUTION #2021-166-17**

**APPROVING THE CONFERRING OF THE HONORARY TITLE  
“PROFESSOR EMERITUS” TO RETIRED ASSISTANT PROFESSOR  
OF BIOLOGY, LAURA H. RITT**

***WHEREAS***, Retired Assistant Professor of Biology, Laura H. Ritt, has met the following criteria, as established in Board Policy 130, in full:

- (1) Achieved excellence in her field;
- (2) Has been recommended for the title of Professor Emeritus by her colleagues;
- (3) Has over 15 years of active service to the College with academic rank;
- (4) Was employed by the College at the time of her retirement in 2020; and
- (5) Was held in high regard by the students at the College; and

***WHEREAS***, data substantiating fulfillment of the above criteria was submitted to Dr. David Spang, Senior Vice President and Provost of the College; and

***WHEREAS***, Dr. Spang convened a committee on March 25, 2021, consisting of Cabinet members Dr. Karen Archambault and Anna Payanzo Cotton, and Senior Leadership member Dr. Anita Rudman, to review all relevant submitted information; and

***WHEREAS***, the above committee has made a recommendation to the President for the conferral of said honorary title of Professor Emeritus to Professor Ritt, and the President is now making the same recommendation to the Board;

***NOW, THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 15<sup>th</sup> day of June 2021, has considered and now approves retired Assistant Professor of Biology, Laura H. Ritt, being conferred the honorary title of Professor Emeritus.

**\*\*\*\*\*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, June 15, 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

**COMMENTS FROM THE PUBLIC**

Chair Nyikita invited comments from the public and 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. The Chair remarked on President Cioce's presentation of retirements and recognition of our employees. As we are breaking through the difficulties all of us have had to live with, this institution survived, thrived, and continued to focus on our students and community. We should all be proud of that. He thanked all of the employees who worked so hard to do the hard and important work.

**OTHER BUSINESS**

President Cioce reminded the Trustees to submit their Financial Disclosure Statements and to complete their Safe Colleges training.

**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 Jamie Martin made the motion, second by Trustee Kevin Brown, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:13 P.M.

Respectfully submitted,

Dr. Michael A. Cioce  
Board Secretary

MAC:lmd