

GLOUCESTER COUNTY COLLEGE
1400 Tanyard Road
Sewell, NJ 08080-9518

June 18, 2013

SPECIAL SESSION MINUTES

Chair Gene J. Concordia called the Special Session of the Board of Trustees of Gloucester County College to order at 6:15 p.m. in the Room 801 of the Continuing Education Center (CEC).

Members Present:

Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Mr. Cody Miller
Ms. Yolette Ross
Mrs. Virginia Scott
Mr. Douglas Wills, Esq.
Mr. Fred Keating, President, Ex-Officio

Members Absent:

Dr. James Lavender
Mr. Thomas Dowd
Dr. George Scott

Advisor Present:

Mr. Chris Gibson, Esq.
Dr. Geraldine Martin

Executive Cabinet Present:

Ms. Judy Atkinson
Mr. Nick Burzichelli

After the reading of the Sunshine notice, Ms. Yolette Ross, Vice Chair, led the group in the Pledge of Allegiance. This was followed by roll call by the Board Secretary, Jean DuBois. Chair Gene Concordia welcomed Dr. Martin, Faculty Representative. Mr. Concordia asked if there were any communications to the Board this evening and there were none. The Board Chair proceeded with the accepting of the Board's prior meeting minutes.

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COMMUNICATIONS

None

ACCEPTANCE OF MINUTES

Chair Concordia, hearing no corrections to the minutes, declared the May 14, 2013 Regular & Closed Session Minutes approved as presented.

FINANCE

Statement: Month Ending April 30, 2013

Information: The Comparative Statement of Revenue & Expenditures was presented to the Board. (attached)

Transfer of Funds: L. Paul Carr Estate

On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Daws, unanimously approving a resolution to transfer funds received from the estate of L. Paul Carr to the Gloucester County College Foundation.

FACILITIES/PROPERTY

Capital Projects Update

Mr. Nick Burzichelli, VP and Chief Operating Officer, provided the Trustees with an update of the following areas currently in progress on campus: Cafeteria Expansion, Library Renovations, Loop Road - Phases I, II, III & IV, Solar Ground Mounted System, Underground Hot Water Pipe Repair, Higher Education Capital Facilities Programs, and the status on the 2014 Chapter 12 Funding.

Bid Waiver: Federal Supply Schedules

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Wills, unanimously approving a resolution authorizing the Purchasing Officer to purchase certain goods or services from those approved Federal Supply Schedules of the General Services Administration on the attached list, pursuant to all conditions of the individual Federal contracts.

Bid Waiver: Purchase through State Agency

On the recommendation of the President, Ms. DuBois made a motion, seconded by Ms. Ross, unanimously approving a resolution authorizing the Purchasing Officer to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts.

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FACILITIES/PROPERTY – (con't)

Bid Waivers: County Cooperative Purchasing

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Miller, unanimously approving the attached resolutions for the following services:

- Waste Management of NJ – collection and disposal of solid waste
- Riggins, Inc. – gasoline and diesel fuel
- Majestic Oil Company of NJ– supply and delivery of #2 heating oil
- JC Magee Security of NJ – locking hardware and locksmith services

Bid Waivers: Exceptions to Advertising

On the recommendation of the President, Ms. DuBois made a motion, seconded by Ms. Ross, unanimously approving a resolution authorizing the purchase of goods or services from the attached list without the need of advertising or accepting bids as allowed by N.J.S.A. 18A:64A-25.5 and subject to the availability of funds.

ACADEMIC & STUDENT SERVICES

Approval to Accept Additional Funding: N.J. Department of Children and Families, Division on Women

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Miller, unanimously to approve authorizing The Center for People in Transition to accept additional funding from the N.J. Department of Children and Families, Division on Women in the amount of \$4,000 in FY'13 budget, July 1, 2013-June 30, 2014.

Approval to Accept & Sign: Workforce Investment ACT Training Provider Agreement between the County of Gloucester & GCC

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross, unanimously to approve the resolution to accept and sign the Workforce Investment ACT Training Provider Agreement between the County of Gloucester and Gloucester County College for the period of July 1, 2013 through June 30, 2015.

Approval to Accept Notice of Obligation: New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills (ABS) Integrated English Literacy and Civics Education Grant Programs

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Wills, unanimously to approve the resolution to accept the Notice of Obligation from the New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2013-June 30, 2014 in the amount of \$470,830.

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ACADEMIC & STUDENT SERVICES – (con't)

Approval to Accept & Sign Contract: *New Jersey Department of Labor and Workforce Development for the Opportunity4Jersey Training Grant Program*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross, unanimously to approve the resolution to accept and sign a contract from the New Jersey Department of Labor and Workforce Development for the Opportunity4 Jersey Training Grant Program for FY 2013, May 1, 2013-April 30, 2014, in the amount of \$150,000.

Approval to Accept: *Women's Leadership Council of the United Way of Gloucester County*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross, unanimously to approve the resolution authorizing The Center for People in Transition to accept funding from the Women's Leadership Council of the United Way of Gloucester County for FY 2013-FY 2014 in the amount of \$5,000.

Approval to Apply: *Susan Harwood Training Grant, FY 2013 (Targeted Topics)*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Miller, unanimously to approve the resolution authorizing Gloucester County College, Continuing Education Division, to apply for the Susan Harwood Training Grant, FY 2013 (Targeted Topics) for the period of July 1, 2013 – June 30, 2014 in the amount of \$110,000.

Approval to Accept: *Educational Opportunity Fund (EOF) Article IV Program Support Budget*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Miller, unanimously to approve the resolution to accept funding associated with the Educational Opportunity Fund (EOF) Article IV Program Support Budget for the academic year 2014 from the Office of the Secretary of Higher Education in the amount of \$106,164.

Approval to Apply: *New Jersey Council for the Humanities: Mini Grant from the Gloucester County Cultural & Heritage Commission under Gloucester County College*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross, unanimously to approve the resolution to apply for the New Jersey Council for the Humanities: Mini Grant from the Gloucester County Cultural & Heritage Commission under Gloucester County College for the period of November 1, 2013 through June 30, 2014 in the amount of \$3,000.

Approval to Apply for Revised Funding Amount: *Carl D. Perkins Career and Technical Education Improvement Act of 2006*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross, unanimously to approve the resolution to apply for funding from the Carl D. Perkins Career and Technical Education Improvement Act of 2006 for the period of July 1, 2013 – June 30, 2014 in the revised amount of \$226,433.

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PERSONNEL

Education/General Fund Actions

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Miller unanimously approving the following Education/General Fund Actions (attached).

Three (3) Appointments

- Dr. Linda Martin
- Jacqueline Rizzo
- Joseph Spencer

One (1) Title Change and Salary Adjustment

- Randee Davidson

One (1) Change in Retirement Date

- Elaine Charlesworth

One (1) Sabbatical Leave

- Lori Joyce

Three (3) Resignations

- Lewis Caple
- Lisa DiGregorio
- Cheryl Fletcher

Three (3) Part Time Hires

- Alan Daniels
- Brian Eichenberg
- Denise Hultz

Three (3) Additions to the 2013-14 Adjunct List

Dates to Remember:

June

18 Special Board of Trustee Meeting – 6:15 pm, Continuing Education
Center, Rm. 801

July

4 College Holiday

9 Board of Trustee Meeting – 6:15 pm, Continuing Education
Center, Rm. 801

10 Police Academy graduation – 6:00 pm, Physical Education
Center

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PUBLIC PORTION

Chairman Concordia opened the public portion of the meeting for comment. None was received.

In the form of a public announcement, Chairman Concordia stated that the Board would go into Executive Session per the reading of the resolution authorizing a closed session. He indicated as a result of this session, there may be Board action taken. Based on this knowledge, it was the Public's prerogative to stay and rejoin the Board after the Executive Session adjourned and the Special Session reopened.

At 6:38 p.m., Mr. Concordia read a resolution to go into Closed Session. Ms. Ross made a motion, seconded by Mr. Daws to approve the resolution. It was unanimously passed.

At 7:01 p.m., Mr. Wills made a motion to adjourn, seconded by Ms. DuBois and unanimously passed to end the Closed Session and re-enter the Special Session.

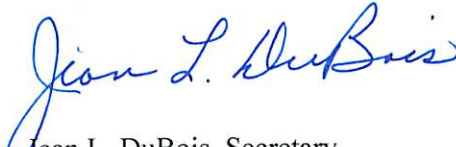
OTHER

DOE Title IV Settlement

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. Ross, and unanimously approved a resolution authorizing settlement with the College's auditor of all issues pertaining to the Title IV, HEA Audits for the fiscal years 2007, 2008, 2009, 2010 and 2011. This item represents disclosure of portions of the Closed Session: 6/18/2013.

At 7:03 p.m., Ms. Ross made a motion to adjourn, seconded by Mr. Wills and unanimously passed to end the Special Session.

Respectfully submitted,



Jean L. DuBois, Secretary
Board of Trustees

GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING APRIL 30, 2013

	4/30/2013		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 13,246,796	14,680,877	\$ 1,434,081
Police Academy - Tuition	58,000	91,285	33,285
Fire Academy - Tuition	55,000	54,246	(754)
Continuing Education	2,157,160	2,394,272	237,112
Summer Camps	205,656	200,055	(5,601)
ECEC	90,000	89,408	(592)
Fees	7,536,214	7,864,618	328,404
Out of County	30,000	30,242	242
Government Appropriations			
State	4,761,370	3,583,549.17	(1,177,821)
Police Academy - State Funding	198,523	165,436	(33,087)
Fire Academy - State Funding	9,430	7,858	(1,572)
Continuing Ed - State Funding	107,168	89,307	(17,861)
County	7,654,944	5,741,208	(1,913,736)
-			
Other Revenues	39,779	40,799	1,020
Auxiliary Enterprises**	803,400	517,058	(286,342)
Reserve for FY13	636,052	-	(636,052)
Reserve for FY14	(503,870)		
Reserve for Capital Projects	(77,464)	-	77,464
Total Revenues	\$ 37,008,158	\$ 35,550,217	\$ (1,961,811)
Current Operating Expenditures			
Instruction - Total	\$ 14,436,031	\$ 11,576,513	\$ 2,859,518
Personnel - FT	6,205,193	4,831,702	1,373,491
Personnel - FT OT, OL, Misc	1,551,773	1,129,018	422,755
Benefits	3,501,043	2,783,889	717,153
Personnel - PT	2,875,609	2,612,420	263,189
Expenses	302,413	219,484	82,929
Continuing Education - Total	\$ 2,169,296	\$ 1,975,163	\$ 194,133
Personnel - FT	394,487	295,183	99,304
Personnel - FT OT, OL, Misc	-	826	(826)
Benefits	240,116	168,322	71,795
Personnel - PT	334,740	222,348	112,392
Expenses	1,199,953	1,288,485	(88,532)

GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING APRIL 30, 2013

	4/30/2013		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Police Academy - Total	\$ 380,807	\$ 302,505	\$ 78,302
Personnel - FT	219,012	175,920	43,092
Personnel - FT OT, OL, Misc	-	2,160	(2,160)
Benefits	81,006	64,860	16,145
Personnel - PT	27,000	21,661	5,339
Expenses	53,789	37,903	15,886
Fire Academy - Total	\$ 355,940	\$ 256,806	\$ 99,134
Personnel - FT	116,382	93,054	23,328
Personnel - FT OT, OL, Misc	-	-	-
Benefits	61,366	46,917	14,448
Personnel - PT	69,984	51,431	18,553
Expenses	108,208	65,404	42,804
Academic Support - Total	\$ 3,320,646	\$ 2,607,253	\$ 713,393
Personnel - FT	1,434,316	1,140,707	293,609
Personnel - FT OT, OL, Misc	98,370	56,536	41,834
Benefits	686,517	522,062	164,455
Personnel - PT	552,248	410,475	141,773
Expenses	549,195	477,474	71,721
Student Services - Total	\$ 5,238,210	\$ 4,200,134	\$ 1,038,075
Personnel - FT	2,700,351	2,093,839	606,512
Personnel - FT OT, OL, Misc	6,450	16,343	(9,893)
Benefits	1,063,642	832,430	231,211
Personnel - PT	523,450	453,332	70,118
Expenses	944,317	804,190	140,127
Institutional Support - Total	\$ 5,496,802	\$ 4,043,073	\$ 1,453,729
Personnel - FT	2,491,324	1,988,516	502,808
Personnel - FT OT, OL, Misc	6,384	4,110	2,274
Benefits	863,422	673,024	190,399
Personnel - PT	124,482	79,987	44,495
Expenses	2,011,190	1,297,437	713,753
Operating & Maintenance - Total	\$ 5,194,674	\$ 3,865,721	\$ 1,328,953
Personnel - FT	1,509,677	1,181,639	328,038
Personnel - FT OT, OL, Misc	58,103	62,602	(4,499)
Benefits	551,496	427,632	123,864
Personnel - PT	107,097	72,674	34,423
Expenses	2,968,301	2,121,174	847,127
Leasing Expenses	20,000	60,780	\$ (40,780)
Retiree Benefits	395,753	303,929	\$ 91,824
Total Operating Expenditures	\$ 37,008,158	\$ 29,191,878	\$ 7,816,280

** The Y-T-D for Auxiliary Enterprises for 4/30/2013 is detailed on page 2.



**RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS RECEIVED
FROM THE ESTATE OF L. PAUL CARR TO THE
GLOUCESTER COUNTY FOUNDATION TO ADMINISTER A SCHOLARSHIP
IN MEMORY OF DAVID PAUL CARR**

WHEREAS, in May of 2013, Gloucester County College received a donation from the Estate of L. Paul Carr in the amount of \$230,000, and

WHEREAS, the Last Will and Testament of L. Paul Carr contained language that stated the funds be "used to establish a perpetual scholarship for financially needy and deserving students in memory of my son Paul David Carr", and

WHEREAS, the Gloucester County College Foundation was established in 1969 as a not-for-profit New Jersey Corporation with the intent to provide financial assistance to the students attending Gloucester County College; primarily through the annual award of scholarships, and

WHEREAS, the Gloucester County College Foundation has had in existence a perpetual endowment in the name of Paul David Carr since 2007 and has annually given scholarships to continue the memory of Paul David Carr, and

WHEREAS, the Board of Trustees of Gloucester County College has never administered privately donated scholarships to Gloucester County College students, and since the inception of the Gloucester County College Foundation has left the fundraising and awarding of private scholarships to the Gloucester County College Foundation, and

WHEREAS, Gloucester County College is limited by New Jersey statutes in how it may invest funds and that said investments traditional earn substantially less funds than those earned by not-for-profits such as the Gloucester County College Foundation, annually earning greater funds for student scholarships;

WHEREAS, the Gloucester County College Foundation has agreed that it will use these funds to continue a perpetual scholarship in the name and memory Paul David Carr, and will invest those funds in a safe and prudent manner that will annually provide scholarships to qualified Gloucester County College students enrolled in the College's Gloucester County College Academy for College Readiness;

NOW THEREFORE BE IT RESOLVED, by the Gloucester County College Board of Trustees that funds received by Gloucester County College from the Estate of L. Paul Carr in the sum of \$230,000 shall be transferred to the Gloucester County College Foundation to be used to continue a perpetual scholarship in the memory of Paul David Carr.

BE IT FURTHER RESOLVED, that the Gloucester County College Foundation shall execute and endowment agreement with the executor of the Estate of L. Paul Carr establishing criteria for the scholarship consistent to and in accordance with the Last Will and Testament of L. Paul Carr, and

BE IT FURTHER RESOLVED, that the Gloucester County College Foundation will administer these funds and annually provide scholarships to students attending Gloucester County College. Failure to provide scholarships in accordance with the executed endowment agreement will mandate that the funds subject to this transfer will revert to Gloucester County College.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.




Jean L. DuBois, Secretary


Gene J. Concordia, Chairperson



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AUTHORIZING CONTRACTS
WITH CERTAIN APPROVED FEDERAL SUPPLY SCHEDULES
OF THE GENERAL SERVICES ADMINISTRATION FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 18A; 64A-25.9b**

WHEREAS, Gloucester County College, pursuant to 18A: 64A-25.9b, may without advertising for bids, or having rejected all bids obtained pursuant to advertising, the Federal Supply Schedules of the General Services Administration as permitted by the "Federal Acquisition Streamlining Act of 1994," Pub.L.103-335, and federal regulations adopted thereunder from other federal procurement programs; and

WHEREAS, Gloucester County College has the need on a timely basis to purchase goods or services utilizing the Federal Supply Schedules of the General Services Administration; and

WHEREAS, Gloucester County College intends to enter into contracts with the attached referenced Federal Contract Vendor through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current federal supply schedules; and


WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase;

NOW, THEREFORE, BE IT RESOLVED, that Gloucester County College authorizes the Purchasing Officer to purchase certain goods or services from those approved Federal Supply Schedules of the General Services Administration on the attached list, pursuant to all conditions of the individual Federal contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary
Board of Trustees



Resolution Attachment: Federal Supply Schedule – June 18, 2013

**CONTRACTS WITH CERTAIN APPROVED FEDERAL SUPPLY SCHEDULES
OF THE GENERAL SERVICES ADMINISTRATION FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 18A; 64A-25.9b**

HVAC Full Service Maintenance Program

Vendor: Tozour-Trane of King of Prussia, Pa

Contract term: Year 3 – July 1, 2013 to June 30, 2014 for \$132,600/year or
\$11,050/month.

GSA Contract Number – labor GS-06f-0079R and GS-07-0248K equipment.



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH
CERTAIN APPROVED STATE CONTRACT VENDORS FOR
CONTRACTING UNITS PURSUANT TO N.J.S.A. 18A;64A-25.9a**

WHEREAS, Gloucester County College, pursuant to 18A: 64A-25.9a, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment to a contract or contract for such materials, supplies, goods, services or equipment entered into under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, Gloucester County College has the need on a timely basis to purchase goods or services utilizing State contracts; and


WHEREAS, Gloucester County College intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; and

WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase;

NOW, THEREFORE, BE IT RESOLVED that Gloucester County College authorizes the Purchasing Officer to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary
Board of Trustees



Purchases through State agency
Estimated Annual Cost for FY 2013-2014

<u>Dell</u>	\$300,000
Enterprise hardware, computers, services	
<u>HP</u>	\$400,000
Computer hardware, printers, services	
<u>CDW Government</u>	\$300,000
Computer products	
<u>NJEDGE.Net</u>	\$100,000
IT services and purchasing	
<u>Symantec</u>	\$10,000
Symantec Ghost Solution Suite	
<u>ePlus</u>	\$550,000
Cisco equipment, Network services	
<u>JourneyEd</u>	\$200,000
Software	
<u>Graybar</u>	\$100,000
Non-stand enterprise Datacenter equipment	
<u>Apple</u>	\$200,000
Computer hardware, software, services	
<u>Microsoft</u>	\$15,000
Back-office (MS server) product support	



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES AUTHORIZING AGREEMENT
FOR WASTE REMOVAL**

WHEREAS, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

WHEREAS, Gloucester County College has a need to enter into a contract for the collection and disposal of solid waste removal; and


WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

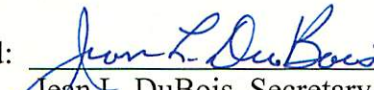
WHEREAS, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

WHEREAS, Gloucester County College was a part of the proposal for the cooperative purchasing of the collection and disposal of solid waste removal,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on this 18th day of June, 2013 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Waste Management of New Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Jean L. DuBois, Secretary
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES
AWARDING CONTRACT TO RIGGINS, INC.
FOR THE PROJECT KNOWN AS
THE SUPPLY AND DELIVERY OF GASOLINE AND DIESEL FUEL**

WHEREAS, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

WHEREAS, Gloucester County College has a need to enter into a contract for the supply and delivery of gas and diesel fuel; and


WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase; and


WHEREAS, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

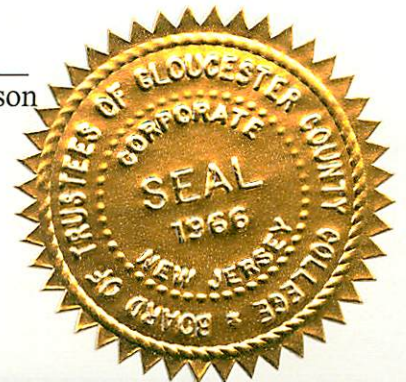
WHEREAS, Gloucester County College was a part of the proposal for the cooperative purchasing of the supply and delivery of gas and diesel fuel,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on this 18th day of June, 2013 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Riggins, Inc. of New Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Jean L. DuBois, Secretary
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES
AWARDING CONTRACT TO MAJESTIC OIL COMPANY
FOR THE PROJECT KNOWN AS
THE SUPPLY AND DELIVERY OF #2 HEATING OIL**

WHEREAS, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

WHEREAS, Gloucester County College has a need to enter into a contract for the supply and delivery of #2 heating oil; and

WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

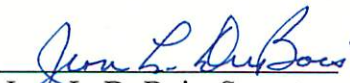
WHEREAS, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

WHEREAS, Gloucester County College was a part of the proposal for the cooperative purchasing of the supply and delivery of #2 heating oil,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on this 18th day of June, 2013 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Majestic Oil Company of New Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Jean L. DuBois, Secretary
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES
AWARDING CONTRACT TO JC MAGEE SECURITY
FOR THE PROJECT KNOWN AS
LOCKING HARDWARE AND LOCKSMITH SERVICES**

WHEREAS, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

WHEREAS, Gloucester County College has a need to enter into a contract for locksmith services and locking hardware; and

WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase; and


WHEREAS, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

WHEREAS, Gloucester County College was a part of the proposal for the cooperative purchasing of for locksmith services and locking hardware,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on this 18th day of June, 2013 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with JC Magee Security of New Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Jean L. DuBois, Secretary
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES PURSUANT TO N.J.S.A. 18A:64A-25.5
EXCEPTIONS TO REQUIREMENT FOR
ADVERTISING AND AUTHORIZING THE PURCHASE OF
CERTAIN GOODS AND SERVICES**

WHEREAS, there exists a need by Gloucester County College to purchase goods or services for the College; and

WHEREAS, N.J.S.A. 18A:64A-25.5 allows the Board of Trustees the authority to approve the purchase, contract or agreement in excess of \$32,000 (current bid threshold) which may be negotiated or awarded without public advertising for bids if the subject matter consist of the attached list of exceptions ; and

WHEREAS, the Chief Financial Officer of the College has certified that funds are available for such purchase; and

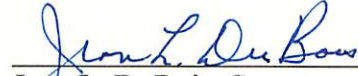
NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 18th day of June 2013 authorizing the purchase of goods or services from the attached list without the need of advertising or accepting bids as allowed by N.J.S.A. 18A:64A-25.5 and subject to the availability of funds.

BE IT FURTHER RESOLVED that said resolution is being made in accordance with all applicable New Jersey Statutes.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held June 18, 2013.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary
Board of Trustees



Estimated Annual Cost for FY 2013-2014

18A:64A-25.5 (8) – The supplying of any product or the rendering of any service by public utility which is subject to the jurisdiction of the Board of Public Utilities

Atlantic Electric \$400,000

South Jersey Gas Company \$250,000

18A:64A-25.5 (12) – Publishing of legal notices in newspapers, as required by law

Gloucester County Times \$10,000

18A:64A-25.5 (19) – The provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software

DVL Group Company \$40,000
Proprietary maintenance of Network Operations Center specialized cooling and power systems

ADT Technology \$90,000
Proprietary maintenance and monitoring of ADT Technology Systems

Ellucian (formerly SunGard HE) \$250,000
Banner ERP Technical Services

Ellucian (SunGard HE) \$250,000
Banner ERP Software

NJCCC \$60,000
Blackboard Learning Management System (LMS)

Blackboard \$60,000
Blackboard Analytics (formerly iStrategy)

Blackboard \$20,000
Blackboard Connect Mass Messaging Service

Mythics \$200,000
Oracle database licenses

DLT Solutions \$30,000
Red Hat Enterprise Linux Server licenses (for Banner Enterprise System)

TouchNET \$45,000
Payment gateway for registration

Mercury-cg \$20,000

Network Monitoring & Support Services

TechSmith \$15,000
eLearning software

Synergis \$25,000
CADD Software/Licenses

Evisions-Formfusion \$10,000
Software for transcripts, invoices and POs

Evisions-Intellecheck \$10,000
Software for AP and Payroll checks

18A:64A-25.5 (20) - Personnel recruitment and advertising, including without limitations seeking student enrollment

TMP Worldwide \$15,000

18A:64A-25.5 (24b) – It is to be made or entered into with the United States Of America, the State of New Jersey, a county or municipality or any board, body or officer, agency or authority or any other state or subdivision thereof.

Deptford Township Municipal Utilities Authority \$70,000



**BOARD RESOLUTION FOR THE CENTER FOR PEOPLE IN TRANSITION TO
ACCEPT ADDITIONAL FUNDING FROM THE NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES, DIVISION ON WOMEN FOR THE
DISPLACED HOMEMAKERS PROGRAM**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to accept additional funding from:

**THE NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES-
DIVISION ON WOMEN**

For the period of

July 1, 2013 - June 30, 2014


The Center for People in Transition will assist displaced homemakers to become emotionally and economically self-sufficient through life skills training, education or vocational training and supportive services.

In the amount of


\$4,000

The approval of the resolution for The Center for People in Transition to accept additional funding from The New Jersey Department of Children and Families, Division on Women in the amount of \$4,000 was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013



Jean L. DuBois, Secretary
Board of Trustees



Gene J. Concordia
Chairman of the Board





**BOARD RESOLUTION TO ACCEPT AND SIGN THE WORKFORCE INVESTMENT
ACT TRAINING PROVIDER AGREEMENT BETWEEN THE COUNTY OF
GLOUCESTER AND GLOUCESTER COUNTY COLLEGE**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept and sign the Workforce Investment ACT Training Provider Agreement between the County of Gloucester and Gloucester County College entitled:

**WORKFORCE INVESTMENT ACT TRAINING PROVIDER AGREEMENT
BETWEEN THE COUNTY OF GLOUCESTER AND GLOUCESTER COUNTY
COLLEGE**


For the period of

July 1, 2013 – June 30, 2015

This agreement authorizes GCC to provide educational and/or occupational training services in the classroom to individuals who cannot obtain employment without said training, which services shall be paid via the Workforce Investment Act and Work First New Jersey "training" funds.

The approval of the resolution to approve and sign the Workforce Investment ACT Training Provider Agreement between the County of Gloucester and Gloucester County College was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013



Jean L. DuBois, Secretary
Board of Trustees



Gene J. Concordia
Chairman of the Board





**BOARD RESOLUTION TO ACCEPT THE NOTICE OF OBLIGATION FROM THE
NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR
THE CONSOLIDATED ADULT BASIC SKILLS INTEGRATED ENGLISH LITERACY
AND CIVICS EDUCATION GRANT PROGRAMS**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding for the:

**CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH
LITERACY AND CIVICS EDUCATION GRANT PROGRAM**

For the period of

July 1, 2013 – June 30, 2014


This Notice of Obligation authorizes Gloucester County College to provide adult basic skills and literacy programs and services, and to request reimbursements for grant expenditures incurred


In the amount of

\$470,830

The approval of the resolution to accept the Notice of Obligation from the New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2013 – June 30, 2014 in the amount of \$470,830 was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013


Jean L. DuBois, Secretary
Board of Trustees


Gene J. Concordia
Chairman of the Board





**BOARD RESOLUTION TO ACCEPT AND SIGN A CONTRACT FROM THE
NEW JERSEY DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT
FOR THE OPPORTUNITY4JERSEY TRAINING GRANT PROGRAM**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept and sign a contract for the

OPPORTUNITY4JERSEY TRAINING GRANT PROGRAM

For the period of

May 1, 2013 – April 30, 2014


The purpose of the Opportunity4Jersey Training Grant Program is to provide training in Process Technology under the Advanced Manufacturing Career Cluster for unemployed and/or underemployed New Jersey residents.

In the amount of


\$150,000

The approval of the resolution to accept and sign a contract from the New Jersey Department of Labor & Workforce Development for the Opportunity4Jersey Training Grant Program for the FY 2013, May 1, 2013-April 30, 2014, in the amount of \$150,000 was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013


Jean L. Dubois, Secretary
Board of Trustees




Gene J. Concordia
Chairman of the Board



BOARD RESOLUTION TO ACCEPT FUNDING FROM THE WOMEN'S LEADERSHIP COUNCIL OF THE UNITED WAY OF GLOUCESTER COUNTY

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding for the

WOMEN'S LEADERSHIP COUNCIL OF THE UNITED WAY OF GLOUCESTER COUNTY GRANT

For the Period of

FY 2013- FY 2014


This funding will provide revenue to assist women in reaching higher self-worth and self-sufficiency through Life Skills Workshops.


In the amount of

\$5,000

The approval of the resolution for The Center for People in Transition to accept funding from the Women's Leadership Council of the United Way of Gloucester County for FY 2013-FY 2014 in the amount of \$5,000 was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013


Jean L. DuBois, Secretary
Board of Trustees


Gene J. Concordia
Chairman of the Board





**BOARD RESOLUTION TO APPLY FOR FUNDING FROM THE U.S.
DEPARTMENT OF LABOR, OCCUPATIONAL SAFETY & HEALTH
ADMINISTRATION (OSHA) FOR THE
SUSAN HARWOOD TRAINING GRANT, FY 2013 (TARGETED TOPICS)**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted for Gloucester County College, Continuing Education Division, to apply for funding from the US Department of Labor, Occupational Safety & Health Administration for the

SUSAN HARWOOD TRAINING GRANT, FY 2013 (TARGETED TOPICS)

For the period of

July 1, 2013 – June 30, 2014


The U.S. Department of Labor (DOL) Occupational Safety and Health Administration (OSHA) awards funds to nonprofit organizations to provide training and education programs for workers and employers on recognitions, avoidance, abatement, and prevention of safety and health hazards in the workplace, and to inform workers of their rights and employers of their responsibilities under the Occupational Safety and Health (OSH) Act.

In the amount of


\$110,000

The approval of the resolution for the Gloucester County College Continuing Education Division to apply for funding from the U.S. Department of Labor, Occupational Safety Health Administration for the Susan Harwood Training Program Grant, FY 2013 (Targeted Topics) for the period of July 1, 2013-June 30, 2014 in the amount of \$110,000 was authorized at the Gloucester County College Board of Trustees meeting held on

June 18, 2013


Jean L. DuBois, Secretary
Board of Trustees




Gene J. Concordia
Chairman of the Board



BOARD RESOLUTION TO ACCEPT FUNDING FOR THE EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM SUPPORT BUDGET

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding from the Office of the Secretary of Higher Education (OSHE) for the

EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM SUPPORT BUDGET

for the Academic Year 2014


This program is designed to provide access to higher education for students who lack the economic resources and academic preparation to attend college. EOF grants assist New Jersey residents who are capable and motivated to succeed in college. A limited number of students are accepted into the program each year with the largest number of new awards made in the fall semester to first-time, full-time students.

In the amount of

\$106,164

The approval of the resolution to accept funding for the Educational Opportunity Fund (EOF) Article IV Program Support Budget from the Office of the Secretary of Higher Education (OSHE) for the Academic Year 2014 in the amount of \$106,164 was authorized at the Gloucester County College Board of Trustees meeting held on:

June 18, 2013


Jean L. DuBois, Secretary
Board of Trustees




Gene J. Concordia
Chairman of the Board



BOARD RESOLUTION TO APPLY FOR THE NEW JERSEY COUNCIL FOR HUMANITIES: MINI GRANT FROM THE GLOUCESTER COUNTY CULTURAL & HERITAGE COMMISSION UNDER GLOUCESTER COUNTY COLLEGE

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to apply for the

NEW JERSEY COUNCIL FOR HUMANITIES: MINI GRANT

For the period of

November 1, 2013-June 30, 2014

This program is designed to fund research and focus groups Rowan University Fellow, Dr. Jennifer Janofsky and Program for Educational Theater at New York University Professor, Joe Salvatore will create an interactive theater piece that will animate the Whitall Homestead and Red Bank Battlefield as an educational tool for visitors to this National Historic Site.

In the amount of


\$3,000

The approval of the resolution to apply for the New Jersey Council for Humanities: Mini Grant from the Gloucester County Cultural Heritage Commission under Gloucester County College for the period of November 1, 2013 through June 30, 2014 in the amount of \$,3000 was authorized at the Gloucester County College Board of Trustees on

June 18, 2013



Jean L. DuBois, Secretary
Board of Trustees



Gene J. Concordia
Chairman of the Board





BOARD RESOLUTION TO APPLY FOR FUNDING FROM THE CARL D. PERKINS CAREER AND TECHNICAL EDUCATION IMPROVEMENT ACT OF 2006 GRANT PROGRAM

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to apply for funding from the:

The Carl D. Perkins Career and Technical Education Improvement Act of 2006

For the period of

July 1, 2013 – June 30, 2014


This grant program provides funds to states for distribution to educational agencies with approved programs in career and technical education. The purpose of the funding is to develop more fully the academic and career and technical skills of postsecondary students enrolled in career and technical education programs.

In the revised amount of


\$226,433

The approval of the resolution to apply for revised funding from The Carl D. Perkins Career and Technical Education Improvement Act of 2006 for the period of July 1, 2013 – June 30, 2014 in the amount of \$226,433 was authorized at the Gloucester County College Board of Trustees meeting held on,

June 18, 2013



Jean L. DuBois, Secretary
Board of Trustees



Gene J. Concordia, Chairman
Board of Trustees



GLOUCESTER COUNTY COLLEGE
Deptford Township
Sewell, NJ 08080

BOARD MEETING

DATE: 6/18/13

PERSONNEL ACTIONS

STATEMENT OF FACTS:

The following Education/General Fund Actions are presented for Board of Trustee approval.

BACKGROUND:

Three (3) Appointments:

Dr. Linda Martin. Dr. Martin has her BSN from Trenton State College, MSN from Rutgers University, and Ed.D. from Nova Southeastern University. She has worked at Mercer County Community College for the past eight years where she initially served as the Director of Nursing and then in August of 2011 she was promoted to Dean of Math, Science and Health Professions as well as the Director of Nursing. Prior to her employment with Mercer County College, Dr. Martin worked at St. Francis Medical Center School of Nursing as the Freshman Faculty Coordinator for fourteen years.

Reason: Retirement
Title: Vice President, Academic Services
Salary Band: S16 \$89,200 – 115,600 – 142,000
Salary: \$130,000
Start Date: To be determined

Jacqueline Rizzo. Ms. Rizzo has her BA and BS degrees from Rowan University. She has been working as an adjunct instructor in the Liberal Arts department for the past twelve years. She was also hired as a part time Technician for Special Needs in 2008 and has provided specialized support for the Division since that time.

Reason: New FT position
Title: Special Needs Coordinator
Salary Band: S2 \$28,500 – 42,717 – 56,933
Salary: \$29,070
Start Date: July 1, 2013

Joseph Spencer. Mr. Spencer has his BS degree from Rowan University and has been working for the Continuing Education Division for the past three years as a part time GED/ABE/ESL Instructor.

Reason: New FT position (grant funded)
Title: Adult Education Instructor/Site Coordinator
Salary Band: S10 \$42,700 – 54,400 – 66,100
Salary: \$45,000
Start Date: July 1, 2013

One (1) Title Change and Salary Adjustment:

Randee Davidson, from Manager, Career Services, \$64,040 per annum, to Assistant Director, Career and Academic Planning, \$65,290 per annum, prorated, effective 7/1/13

One (1) Change in Retirement Date:

Elaine Charlesworth, Safety and Security Assistant, from 7/1/2013 to 1/1/2014

One (1) Sabbatical Leave:

Lori Joyce, Associate Professor, effective 9/1/2014 through December 31, 2014

Three (3) Resignations:

Lewis Caple, Collector/Payment Plan Representative, effective 5/31/2013

Lisa DiGregorio, Payroll Manager, effective 6/14/2013

Cheryl Fletcher, Eve/Weekend Support Serv Asst, effective 6/13/2013

Three (3) Part Time Hires:

Alan Daniels, Security Officer (resignation), \$10.50 per hour

Brian Eichenberg, Security Officer (resignation), \$10.50 per hour

Denise Hultz, Payroll Clerk (retirement), \$12.00 per hour

Three (3) Additions to the 2013-14 Adjunct List:

Erin Buthusiem, STEM

E. Bruce Myers, STEM

Lorri Zeiders, STEM

PRESIDENT'S RECOMMENDATION:

Recommend approval of actions listed above.




**RESOLUTION AUTHORIZING A CLOSED SESSION
OF THE BOARD OF TRUSTEES
OF GLOUCESTER COUNTY COLLEGE**

WHEREAS, the Open Public Meetings Act of the State of New Jersey allows closed sessions for the purpose of discussing personnel matters, anticipated litigation, negotiations, and purchase of real property;

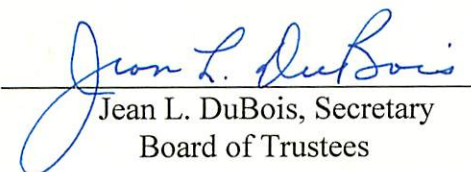
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Gloucester County College, County of Gloucester and State of New Jersey, as follows:

1. That in accordance with Section 7B7, and 7b8, of the Open Public Meetings Act of the State of New Jersey, a closed session will be held at this meeting to discuss personnel matters, anticipated litigation, negotiations, and purchase of real property: and
2. The results of the discussion may be disclosed to the public at such time or at such other time deemed proper by the Board of Trustees.

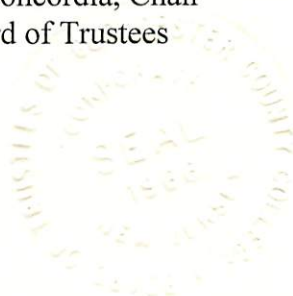
ADOPTED at a meeting of the Board of Trustees of Gloucester County College held June 18, 2013.



Gene J. Concordia, Chair
Board of Trustees



Jean L. DuBois, Secretary
Board of Trustees





Gloucester County College

RESOLUTION AUTHORIZING SETTLEMENT OF DOE TITLE IV ISSUES

WHEREAS, the Gloucester County College (the “College”) received a Final Audit Determination from the United States Department of Education (“DOE”) dated September 24, 2012;

WHEREAS, the College voluntarily conducted an audit of the Return of Title IV funds performed by the College for fiscal years 2007, 2008, 2009, 2010 and 2011 and discovered that late repayments to the DOE had been made;

WHEREAS, the College voluntarily reported the results of its Return of Title IV funds audit to the DOE and took steps to repay all unreturned Title IV funds as well as such interest as had accrued on such funds;

WHEREAS, the insurer for the College’s auditor, CAMICO Mutual Insurance Company, has agreed to pay to the College the total sum of \$128,586.22 in return for a full and final resolution of any issues associated with these Title IV, Higher Education Act of 1965 audits;

WHEREAS, the Board of Trustees (the “Board”) has determined, consistent with the recommendation of its counsel, that it is in the best interests of the College to amicably resolve this issue;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Board hereby authorizes settlement with its auditor of all issues pertaining to the Title IV, HEA Audits for the fiscal years 2007, 2008, 2009, 2010 and 2011 under the terms set forth above.

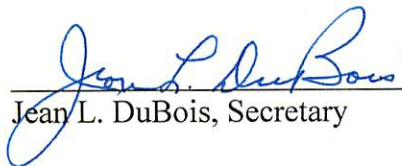
Section 2. The College's solicitor, Archer & Greiner, is hereby authorized and directed to prepare and/or review any necessary releases and/or other documents memorializing and effectuating said settlement.

Section 3. The College President is hereby authorized and directed to execute any and all documents deemed necessary by the College's solicitor to effectuate this settlement pursuant to the terms set forth above.


Section 4. This Resolution shall take effect immediately upon adoption this 18th day of June 2013.

ADOPTED at a meeting of the Board of Trustees of Gloucester County College held on June 18, 2013.

GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES



Jean L. DuBois, Secretary



Gene J. Concordia, Chairperson

