



BOARD OF TRUSTEES MEETING
1400 Tanyard Road, Sewell, New Jersey 08080

REGULAR SESSION MINUTES
October 14, 2014

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan Collage at Gloucester County to order at 6:30 p.m. in the main dining room annex.

Members Present:

Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Dr. James Lavender
Mrs. Ruby Love
Ms. Peggy Nicolosi
Ms. Yolette Ross
Dr. George Scott
Mrs. Virginia Scott
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mr. Cody Miller

Executive Cabinet Present:

Ms. Judith Atkinson
Mr. Dominick Burzichelli

Advisor Present:

Mr. Christopher Gibson, Esq.
Mr. Dylan Hughes
Ms. Jessica Jolly

Trustee Yolette Ross read the Open Public Meetings Act Statement then led the group in the Pledge of Allegiance. This was followed with roll call by Trustee Jean DuBois.

Chair Concordia welcomed everyone and acknowledged Ms. Jessica Jolly, Faculty Representative, Mr. Dylan Hughes, Student Government Association President, and Mr. Lyman Barnes, Freeholder Education Liaison. After Mr. Concordia's greetings, he asked to move forward with the recognition portion of the agenda.

RECOGNITION

President Keating introduced Eileen Shute, Executive Director, College Relations, Communications and Marketing. Ms. Shute introduced Andrea Zane, *South Jersey Biz* Sales Director. Ms. Zane presented the "Best of Biz 2014" award to the Trustees and explained that Rowan College at Gloucester County had been selected by the readers of the *South Jersey Biz* magazine for this honor.

President Keating introduced Brian Rowan, Assistant Athletic Director and Head Men's Tennis Coach. Mr. Rowan presented the Collegiate Athletic Administrators of New Jersey

REGULAR SESSION MINUTES

October 14, 2014

Page 2

(CAANJ) Cup for Overall Athletic Program Excellence for 2013-2014. He stated that this is the ninth consecutive year that the College has been recognized with this award, and the thirteenth time overall. He then introduced new Women's Tennis Coach Kelly Hernandez and announced that the team successfully wrapped up the regional championship last night and now advance to the national championship tournament.

Ms. Danielle Morganti, Executive Director, Human Resources, introduced new employees Jaclyn Abrams, Coryndi McFadden, Chibueze Okechukwu, Mary Anne Seville, Shannon White, Mark Zorzi, and Donna Hamlet. She mentioned that Employee of the Month Jeanne LaBuz was unable to be present this evening.

President Keating congratulated Brigette Satchell, Dean of Continuing Education, and Joyce Feder, ACT program, for being recognized as "2014 Gloucester County Women of Achievement". He also congratulated Jaclyn Abrams, ACT Transition Specialist, for being named the recipient of "The ARC New Jersey Educator of the Year" award.

Dr. Susan Hall, Dean of Nursing and Allied Health, introduced Michael Keith, Instructor and Program Director of the Diagnostic Medical Sonography program. Mr. Keith introduced Laura Rohrman, DMS Clinical Coordinator, DMS graduates Patricia Colella and Sandra Rauh, and DMS students Sara Patterson and Stephanie Shultz. They described and demonstrated an ultrasound scan and exam of a carotid artery. The graduates stated that the reputation of the DMS program is a level above the rest and speaks for itself. Mr. Keith thanked the trustees for their continued support and Dean Hall announced that our students are now permitted to take their certification boards prior to graduation. This is a rare privilege approved as a result of the program's exemplary accreditation.

RECESS - At 7:12 p.m. an eight minute recess was taken.

COMMUNICATIONS

None.

ACCEPTANCE OF MINUTES

Chair Concordia declared the September 9, 2014 Regular Session minutes approved as presented.

REPORTS

1. President's Report

President Keating mentioned that the College is now in the recruiting cycle, and we are hosting an open house on October 16. He then referred the Trustees to new publications at their places (attached): an updated "At-a-Glance"; the "2014 Fast Facts" summary of most asked for statistics; and the "2014 Annual Institutional Profile" summary of data reported to the government.

- a. Memorandum of Understanding: GCIT Collegiate High School Program
President Keating described the academic exchange of students as a shared services proposal for senior year high school students and how this aggressive dual enrollment

REGULAR SESSION MINUTES

October 14, 2014

Page 3

advantage agreement between Rowan College at Gloucester County and the Board of Education of the Special Services School District and the Vocational School District of the County of Gloucester will benefit Gloucester County high school students by increasing access to a college education with significant cost savings. Trustee Doug Wills offered his strong support. On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Wills and unanimously passed, to approve the signing of a Memorandum of Understanding with the Board of Education of the Special Services School District and the Vocational School District of the County of Gloucester and implementation of the "GCIT Collegiate High School Program". President Keating thanked the Board for their support in bringing a new vision of what education can be.

President Keating introduced Dominick Burzichelli, Vice President and Chief Operating Officer. Mr. Burzichelli gave an overview of the 2014/2015 capital projects and initiatives (attached), and Dr. Keating recognized him for his outstanding leadership keeping all the balls in the air with all of the on-going construction and upgrades. Mr. Burzichelli acknowledged Josh Piddington, Chief Information Officer, and his team for their outstanding work behind the scenes.

President Keating stated that we have everything we can in play and it is remarkable how we transitioned over to RCGC in a few weeks all while managing the capital projects. Trustee Wills added that the support of the Freeholders is appreciated and stated that without their support, these projects could not be done.

Chair Concordia agreed that the conversion from GCC to RCGC was remarkable. He recognized Eileen Shute, Executive Director, College Relations, Communications and Marketing, for her leadership and execution of the successful marketing campaign. He also recognized her and her team for all of the outstanding communications and public relations work done to "get the word out". Dr. Lavender echoed his kudos and added that the great marketing efforts "worked" and that the message is definitely out there.

2. Student Government Association Report

Ms. Judith Atkinson, Vice President of Student Services, spoke to October being "Community Service Month" at RCGC and provided a handout of community service opportunities (attached). Mr. Dylan Hughes, SGA President, commented on the community service events on the handout being sponsored by the SGA.

3. Finance

Trustee Douglas Wills asked Ms. Elizabeth Hall, Executive Director, Financial Services, to remark on the financial statements. She stated that the numbers are good and fairly firm for FY14. She also mentioned that the routine annual audits started this week.

a. Statement: FY14

Information: The FY14 Operating Report of revenues and expenditures as of 9/19/14 was presented to the Board (attached).

REGULAR SESSION MINUTES

October 14, 2014

Page 4

- b. Statement: Month Ending August 31, 2014
Information: The Monthly Operating Report of revenues and expenditures was presented to the Board (attached).
- c. Revised Tuition and Fee Schedule:
On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Lavender and unanimously passed, to approve the revised tuition and fee schedule, effective Spring 2015, as presented in the attached schedule.

4. Facilities/Property

Trustee Jean DuBois proceeded with the following Facilities/Property items:

- a. Bid Waiver: Mechanical equipment and controls: Trane Company
On the recommendation of the President, Ms. DuBois made a motion, seconded by Ms. Ross and unanimously passed, to award a contract to Trane Company for the purchase of mechanical equipment and controls in the amount of \$1,102,045.00.
- b. Bid Waiver: Fire and burglar alarms: Tyco Integrated Security Company
On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Wills and unanimously passed, to award a contract to Tyco Integrated Security Company for the procurement of fire and burglar alarms including installation in the amount of \$203,060.23.
- c. Bid Waiver: Early Childhood Center to Allied Health Center Renovations: Trane Company
On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Daws and unanimously passed, to award a contract to Trane Company for Early Childhood Center to Allied Health Center renovations in the amount of \$377,199.00.
- d. Bid Waiver: Landscape and snow removal services: Exley's Landscape Service Inc.
On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Wills and unanimously passed, to award a contract to Exley's Landscape Service Inc. to provide landscape and snow removal services.
- e. Contract Award: Tractor and accessories: Central Jersey Equipment Company
On the recommendation of the President, Ms. DuBois made a motion, seconded by Mrs. Scott and unanimously passed, to award a contract to Central Jersey Equipment Company to provide a John Deere Tractor and attachments in the amount of \$30,760.00.
- f. Contract Award: Delivery van: Gentilini Ford
On the recommendation of the President, Ms. DuBois made a motion, seconded by Ms. Ross and unanimously passed, to award a contract to Gentilini Ford to provide a Ford delivery van in the amount of \$22,592.05.

REGULAR SESSION MINUTES

October 14, 2014

Page 5

- g. FY14 Chapter 12: Revised capital projects schedule
On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Wills and unanimously passed, to approve a revised FY2014 Chapter 12 capital projects schedule.
- h. Bid Award: Roof replacement: Patriot Roofing Inc.
On the recommendation of the President, Ms. DuBois made a motion, seconded by Dr. Lavender and unanimously passed, to award a contract to Patriot Roofing Inc. to replace or repair the roofs on buildings H (Physical Education Center/Law & Justice Education Center/Police Academy/Fitness Center), F (College Store/Tutoring and Testing Centers/Library), K (Facilities), J (Allied Health Center), and I (Safety and Security) for \$795,265.00.
- i. Variance Request: (Tabled)
This was tabled pending additional information.

5. Academic and Student Services

Trustee James Lavender proceeded with the following Academic and Student Services items:

- a. Approval to Apply and Upon Award, Approval to Accept and Sign: New Jersey Historical Commission to the Cultural & Heritage Commission
On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Scott and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the New Jersey Historical Commission to the Cultural & Heritage Commission for the period of July 1, 2014 to June 30, 2015 in the amount of \$7,330.
- b. Approval to Apply and Upon Award, Approval to Accept and Sign: New Jersey State Council on the Arts to the Cultural & Heritage Commission
On the recommendation of the President, Dr. Lavender made a motion, seconded by Mr. Wills and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the New Jersey State Council on the Arts to the Cultural & Heritage Commission for the period of January 1, 2015 to December 31, 2015 in the amount of \$60,113.
- c. Approval to Apply and Upon Award, Approval to Accept: New Jersey Department of Labor and Workforce Development for the Skills4Jersey Training Grant
On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. DuBois and unanimously passed, to approve a resolution to apply and, upon award, approval to accept funding from the New Jersey Department of Labor and Workforce Development for a training consortium for the Skills4Jersey Training Grant program for the period of November 1, 2014 through November 1, 2015 in the amount of \$200,000.

REGULAR SESSION MINUTES

October 14, 2014

Page 6

6. Personnel

Trustee Yolette Ross invited Danielle Morganti, Executive Director, Human Resources, to give a department update. Ms. Morganti invited the Trustees to the Professional Development Day Service Awards luncheon.

a. **Personnel Actions:** *Education/General Fund Actions*

On the recommendation of the President, Ms. Ross made a motion, seconded by Mrs. Scott and unanimously passed, to approve the Education/General Fund Actions as listed on the attached with a correction to the salary for the Project Clerk, Level II appointment to read \$14.18.

7. Policy

On the recommendation of the President, Mr. Daws made a motion, seconded by Mr. Wills and unanimously passed, approving the following Board Policies:

- a. 7007 Sexual Misconduct and the Rights of Victims (New)
- b. 7016 Health Insurance and Continuation of Benefits (Revised)
- c. 7036 Employee Recognition Awards (New)
- d. 7063 Teaching Qualifications (Revised)

Mrs. Scott commended Ms. Meg Resue, Senior Executive Assistant, Institutional Compliance, on the quality of the work being done on the policies.

DATES TO REMEMBER

Mrs. Karen Sitarski, Senior Executive Assistant to the President and Board of Trustees, reported the following dates of upcoming events:

October

- 16 Fall Open House, 5:30 – 8 pm, College Center
29 Professional Development Day

November

- 11 Board of Trustee Reorganization and Regular Meeting, 6:30 pm, Cafeteria Annex
27, 28 Thanksgiving Holiday – College closed
29 Holiday – no classes

PUBLIC PORTION

Chair Concordia opened the public portion of the meeting for comment. Dr. Geraldine Martin expressed her dissatisfaction with a directive and the cost of vending machine soda.

Freeholder Liaison Lyman Barnes offered appreciation for all that has been done in support of the college's transformative approach to education, especially by the Board, President Keating, faculty and staff. It has been impressive and phenomenal, and he extended kudos to all. He stated that he is thrilled to be part of it and he truly appreciates being along for the ride. He declared that everyone should be proud of what they are doing, and thanked all for their commitment.

REGULAR SESSION MINUTES

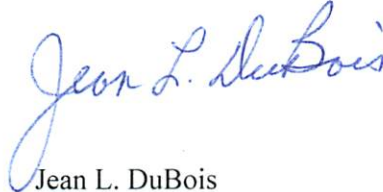
October 14, 2014

Page 7

ADJOURNMENT

At 8:17 p.m. Dr. Lavender made a motion, seconded by Ms. Ross and unanimously passed, to adjourn the Regular Session.

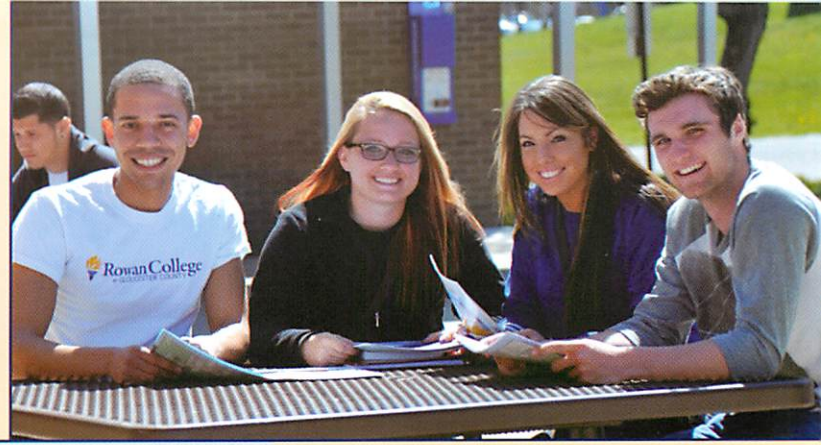
Respectfully submitted,



Jean L. DuBois
Secretary

Notes taken by K. Sitarski

At-a-Glance



Exciting changes are taking place at Rowan College at Gloucester County. A new name. A new premier partnership. New construction. More than 70 programs of study and seamless transfer opportunities to four-year universities to provide students with affordable career and college choices.

Fast Facts

- Exceptional value with the lowest per-credit tuition in the state of NJ
- Seamless transition from associate degree to bachelor's degree right on RCGC's campus
- Award-winning 13-sport athletic program for men and women
- Regionally accredited, comprehensive two-year college founded in 1968

Our Campus

- 250 acres located in the heart of Gloucester County, just off Route 55 in Deptford Township
- State-of-the-art educational facilities with smart classrooms and Wi-Fi
- Beautiful campus with convenient, free parking

Our Students

- A diverse population of more than 6,800 full- and part-time students; more than 10,000 Continuing Education registrants
- #1 NJCAA Division III athletic program
- More than 25 student clubs and organizations

Our Faculty

- Experienced, accomplished and knowledgeable instructors
- Low faculty-to-student teaching ratio

Academics

- More than 70 career and transfer programs
- Flexible day, evening, weekend and online schedules
- Tutoring services and testing center available for student success

Programs of Study

Division of Business Studies

Accounting, Computer Accounting, Automotive Technology (Ford ASSET Program)⁺, Business Administration, Computer Graphic Arts: Game/Interactive Design, Print Design; Computer Information Systems, Computer Information Technology; Software Development, Marketing and Management, Website Development for E-Commerce

Division of Health, Physical Education and Recreation

Exercise Science; Health, Physical Education and Recreation

Division of Law and Justice

Arts and Sciences: Criminal Justice, Pre-Law; Law Enforcement, Paralegal

Division of Liberal Arts

Arts and Sciences: Art, Communications, Digital Photography, English, History, Music, Philosophy, Psychology, Social Work, Sociology, Spanish, Theatre and Drama; Education

Division of Nursing and Allied Health

Diagnostic Medical Sonography⁺, Health Science, Nuclear Medicine Technology⁺, Nursing⁺, LPN – RN Track⁺, Respiratory Therapy Joint Degree⁺

Division of Science, Technology, Engineering and Mathematics (STEM)

Arts and Sciences: Mathematics, Physics; Biology; Biology: Bioscience Technologies; Chemistry; Chemistry: Pre-Pharm.D.; Computer Science, Engineering Technologies (Civil Engineering Technology, Construction Management, Drafting & Design, Land Surveying), Engineering Science, Equine Science, Marine Science, Technical Studies

Division of Continuing Education

Programs in personal and professional development, allied health and short-term training are examples of the diverse learning opportunities offered to area residents as continuing education courses, seminars and workshops. Training programs are provided to regional businesses through the Continuing Education Center, on-site at an employer's location and/or the RCGC campus.

Apply to RCGC

Three Easy Steps

1. Apply online at RCGC.edu/apply
2. Submit official high school and/or college transcript(s) and complete all requirements
3. Take the basic skills placement test or provide proof of exemption RCGC.edu/testing

RCGC.edu/apply 856-415-2209

Paying for College

Financial Aid

- Financial-aid packages are offered to students who demonstrate need based on the Free Application for Federal Student Aid (FAFSA)
- A variety of scholarships and need-based aid, including grants, loans and work-study opportunities, are available

RCGC.edu/FinancialAid 856-415-2210

Educational Opportunity Fund (EOF)

- Provides academic and financial support to eligible students through a state-sponsored grant

RCGC.edu/eof 856-415-2278

NJ STARS Scholarship

- The NJ STARS program provides the state's highest-achieving students with free tuition at their home county college

RCGC.edu/njstars 856-415-2212

Foundation Scholarships

- \$185,000 in scholarships awarded annually

RCGC.edu/scholarships 856-415-2105

Presidential Start Smart Scholarship

- Provides high achieving, qualified first-year Gloucester County high school seniors with a \$1,000 tuition award

856-415-2212

⁺ Indicates a selective admissions program. Visit RCGC.edu for specific admission criteria and additional information.



Athletics

#1 NJCAA Division III athletic program

Intercollegiate Sports

- | | |
|-----------------|-----------------|
| Men: | Women: |
| • Baseball | • Softball |
| • Basketball | • Basketball |
| • Cross Country | • Cross Country |
| • Soccer | • Soccer |
| • Tennis | • Tennis |
| • Track & Field | • Track & Field |
| • Wrestling | |

Roadrunner Fast Facts

- Awarded the Learfield Sports Directors' Cup for best overall two-year athletic program in the country
- Recognized as the best overall two-year college athletic program in NJ (10 awards), winner of the prestigious CAANJ Cup
- Captured 27 NJCAA National Championships
- More than 300 All-Americans athletes
- More than 76 individual NJCAA National Champions
- More than 60 teams with top-three finishes in the nation

RCGC.edu/athletics 856-415-2207

College Costs

Tuition

RCGC offers one of the best values in New Jersey, consistently providing a quality education at an affordable price.

- \$ 95* per credit — In-county
- \$115* per credit — Out-of county
- \$230* per credit — Out-of state

*Additional fees apply (Tuition as of 2014-15 academic year)

Campus Resources to Enhance Your Academic Experience

Rowan University Center

- Open weekdays to provide advisement and information on aligning Rowan College at Gloucester County associate degrees with Rowan University bachelor's curriculum
- Assists with course selection and serves as the connection between RCGC and Rowan University admissions and financial aid personnel

RCGC.edu/RowanUniversity

856-464-5203

Career and Academic Planning (CAP) Center and University Office

Located on second floor of College Center

- Single point of service offering students assistance gaining the skills needed to launch a successful career or transfer to a four-year university
- Rowan University and other four-year partnerships make transferring and earning a bachelor's degree a seamless transition with added benefits

RCGC.edu/cap 856-464-5228

Office of Veterans Affairs

- Veterans and dependents receive support and assistance securing benefits while transitioning from soldier to student

RCGC.edu/veterans 856-464-5239

Tutoring Center

- Students receive **free** tutoring to develop the skills necessary to become independent, active learners and to achieve academic success
- Both group and individual tutoring sessions are available by walk in or appointments

RCGC.edu/tutoring 856-681-6250

Center for Counseling and Wellness Services

- Provides support to students who may be dealing with personal issues that affect their college success
- Free and confidential services provided by licensed behavioral staff

RCGC.edu/cws 856-415-5236

Special Services

- Offers accommodations and support to individuals with documented disabilities and/or physical challenges to enhance student success

RCGC.edu/SpecialServices 856-415-2265

Student Life

At RCGC, college is much more than just going to class!

- Join one of the 25 clubs or organizations
- Participate in Student Government Association (SGA) activities
- Become a Phi Theta Kappa (PTK) Honor Society member

RCGC.edu/StudentLife 856-415-2236

Student Development

- Caring and experienced academic advisors guide students through course selections to assist in planning for their degree program

RCGC.edu/advisement 856-415-2197 option 1

Library

- Houses more than 55,000 books and 78 journals with access to online, full-text periodicals and specialized databases to meet academic research needs

RCGC.edu/library 856-415-2252



Office of Admissions, Rowan College at Gloucester County, 1400 Tanyard Road, Sewell, NJ 08080
856-415-2209 • admissions@rcgc.edu • RCGC.edu/future

2014 Fast Facts

Office of Institutional Research



Admissions and Enrollment

Annual Enrollment (2012-13)

Headcount (Unduplicated):	10,953
Credit Hours (Unaudited):	164,699
Full-Time Equivalent:	5,490

Source: SURE 2012-13, 12-month Enrollment

Enrollment by Term

Summer 2013:	3,186
Fall 2013:	6,720
Winter 2014:	807
Spring 2014:	5,980

Source: Census Enrollment Report

Fall 2013 Credit Enrollment

Total Enrollment:	6,720
Enrolled Full-Time:	4,030 (60%)
Enrolled Part-Time:	2,690 (40%)
Full-Time Equivalent:	5,204
Credit Hours (Unaudited):	72,183
Average Credits Enrolled:	10.7

Source: Fall 2013 Census Enrollment Report

Admission Status

New, First-Time:	2,217
Returning:	4,031
Transfer:	308
Readmit:	164

Source: Fall 2013 Census Enrollment Report

Enrollment by Academic Division

Business Studies:	1,034 (15.4%)
Health, Physical Education and Recreation:	190 (2.8%)
Law and Justice:	565 (8.4%)
Liberal Arts:	2,211 (32.9%)
Nursing and Allied Health:	1,440 (21.4%)
Science, Technology, Engineering and Math:	907 (13.5%)

Source: Fall 2013 Census Enrollment Report

Continuing Education Registrations (Duplicated)

Noncredit (Catalog):	7,400
Customized Training:	10,049
Number of Business Clients:	13

Source: NJ IPEDS FY 2013 Customized Training Report

Student Retention and Success Rates

Fall-to-Fall Retention Rates

First-Time, Full-Time:	65%
First-Time, Part-Time:	44%
Full-Time (All Students):	54%
Part-Time (All Students):	41%

Source: IPEDS Fall 2013 Enrollment Survey, 20

Fall-to-Spring Retention Rates

Full-Time (All Students):	80%
Part-Time (All Students):	62%

Source: RCGC Census Enrollment Reports

Student Success Rates

2-Year Graduation Rate:	11%
3-Year Graduation Rate:	22%
3-Year Transfer-Out Rate:	20%

Source: IPEDS 2013 Graduation Rates Survey

Degrees and Certificates Awarded

Total Awards:	931
Associate Degrees:	916
Associate in Arts:	460
Associate in Science:	329
Associate in Applied Science:	127
Certificates:	9
Professional Development Certificates:	6

Source: IPEDS FY 2014 Completions Survey

Graduate Future Plans

Continue Education:	70.2%
Employment:	20.5%
Full-Time College:	31.8%
Part-Time College:	21.4%
Vocational Training:	17%

Source: 2013 Graduate Exit Survey

Graduate Transfer Rate

Within 1-Year of Graduation:	43%
Within 3-Year of Graduation:	50%

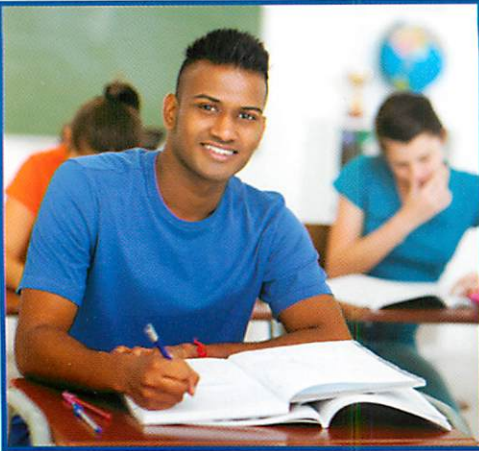
Source: National Student Clearinghouse

Student Ratings of Instruction:

Satisfaction with Instruction:	4.4/5
Satisfaction with Course:	4.2/5

Source: IDEA AY 2014 Report





Student Profile

Ethnicity

Total:	6,720 (100.0%)
White:	4,695 (69.9%)
African American:	907 (13.5%)
Hispanic/Latino:	398 (5.9%)
Race and Ethnicity Unknown:	369 (5.5%)
Two or More Races:	169 (2.5%)
Asian:	147 (2.2%)
American Indian or Alaska Native:	22 (0.3%)
Native Hawaiian or Other Pacific Islander:	13 (0.2%)

Source: Fall 2013 Census Enrollment Report

Gender

Male:	2,856 (42.6%)
Female:	3,864 (57.4%)

Source: Fall 2013 Census Enrollment Report

Age

Average Age:	23.9
Under 18:	320 (4.8%)
18-24:	4,759 (70.8%)
25-34:	951 (14.2%)
35-44:	403 (6.0%)
45-54:	222 (3.3%)
55-64:	47 (0.7%)
65 and Older:	14 (0.2%)

Source: Fall 2013 Census Enrollment Report

Fast facts represent official college data collected for the most recently completed academic year, including, but not limited to, state and federal mandated data requirements.

For more information on these and other institutional data, please visit RCGC.edu/research.

The reference date for each source are as follows: IPEDS 12-month enrollment survey, IPEDS Completion Survey, and IPEDS Finance Survey = fiscal year (July 1 – June 30) of the reporting year; IPEDS Fall Enrollment Survey = the college's official term reporting date also referred to as 'census' day; IPEDS Financial Aid Survey = academic year; IPEDS Human Resources Survey = November 1 of the reporting year; NJ IPEDS Applications and Admissions as of November 1 of reporting term.

Institutional Profile

Tuition and Fees

Per Academic Year:	\$3,795
Per Credit Tuition Rate:	\$93
Per Credit Fee Rate:	\$33.50

Source: NJ IPEDS AY 2014 Tuition and Fees

Financial Aid Awards

Percent Receiving Financial Aid:	46%
Federal Grants:	42%
Pell Grants:	42%
State/Local Grants:	25%
Percent Receiving Loans:	23%
Federal Loans:	23%
Other Loans:	1%
Average Award (any Grant Aid):	\$4,753

Source: IPEDS AY 2013 Student Financial Aid

Course Offerings and Registrations (AY 2013)

Number of Courses Offered:	235
Average Class Size:	24
Faculty to Student Ratio:	1:31

Sources: IPEDS Fall 2013 Enrollment

Core Expenses

Total:	\$46,753,187
Instruction:	\$22,257,377 (48%)
Public Service:	\$1,066,159 (2%)
Academic Support:	\$3,756,558 (8%)
Student Services:	\$7,977,766 (17%)
Institutional Support:	\$6,422,572 (14%)

Source: IPEDS FY 2013 Finance Survey

Core Revenues (FY 2013)

Total Core Revenues*:	\$51,037,804
Tuition and Fees:	\$18,250,265 (36%)
Government Appropriations:	\$12,894,481 (25%)
Government Grants and Contracts:	\$13,266,076 (26%)
Private Gifts, Grant and Contracts:	\$50,000 (0%)
Investment Income:	\$6,880 (0%)
Other Core Revenues:	\$6,570,102 (13%)

**Includes restricted and unrestricted revenue
Source: IPEDS FY 2013 Finance Survey Summary*

Faculty and Staff

Total Employees:	707
Full-Time:	270 (38.2%)
Part-Time:	437 (61.8%)
Employee Satisfaction Rating:	86%
Employee Retention Rate:	96%

*Sources: 2013 Campus Quality Survey
and IPEDS Fall 2013 Human Resources Survey*

FTE Staff by Occupational Category

Teachers:	159
Instructional Support:	159
Management:	36
Business and Financial Operations:	21
Computer, Engineering and Science:	13
Community Service, Legal:	35
Health Care:	5
Other:	105

Source: IPEDS Fall 2013 Human Resources Survey



Office of Institutional Research • 1400 Tanyard Road, Sewell, NJ 08080
856-415-2284 • research@rcgc.edu • RCGC.edu

Rowan College at Gloucester County operates under the direction of the RCGC Board of Trustees and the Gloucester County Board of Chosen Freeholders



Annual Institutional Profile

2014



Office of Institutional Research

1400 Tanyard Road, Sewell, NJ 08080
856-468-5000 • RCGC.edu

2014 Institutional Profile Report

Executive Summary

The 2014 Institutional Profile Report reflects data submitted in mandated state and federal reports during the 2013-2014 academic year. Highlights include:

- **Fall enrollment** increased 3.5% between 2009 and 2013 enrolling 6,720 students. Full-time enrollment has increased 5.9% since 2009; accounting for 60.0% of the student body in Fall 2013 compared to 58.6% in Fall 2009. (Section II.B.1)
- **Continuing Education** non-credit open enrollment accounted for 7,400 registrations; 68.6% dedicated to career courses. 97.2% of registrations target the general adult population. Customized Training served 13 business clients in fiscal year 2013 with 10,049 registrations equaling a full-time equivalent of 82 students. (Section II.B.3)
- **Annual credit enrollment** for academic year 2013 totaled 10,953 students and 164,699 credit hours for a full-time equivalent of 5,490 students. (Section II.B.4)
- **Remediation rates** of incoming full-time freshman were 54.1%. The highest remediation enrollment area among freshman was writing (38.9%) followed by reading (32.9%), computation (19.5%) and algebra (7.9%). (Section II.C.2)
- **Student demographic profile** reflects a 30.1% minority student population, 74.6% under 25 years of age, 79.7% are Gloucester County residents and 99.7% are New Jersey residents. Males represent a higher proportion of full-time students (46.9%) compared to part-time students (36.2%). The traditional age student (under 25 years of age) represents a higher proportion of full-time students (86.6%) compared to part-time students (56.0%). (Section II.C.3)
- **Financial Aid** awards totaled \$18.3m in academic year 2012-13, 88.8% in federal aid programs, 10.8% in state aid programs and 0.4% in institutional aid programs. (Section II.C.4)
- **Student success rate** in terms of combined 3-year graduation and transfer-out rate was 42.2% with 22.0% graduating and 20.2% transferring out within three years of enrolling at RCGC. Success rates were highest for students classified in IPEDS race/ethnicity category 'Asian' (55.5%) followed by 'White' (43.6%), 'Hispanic' (38.5%) and 'Black' (36.5%). (Table II.D.1)
- **Fall-to-Fall retention rate** in 2013 was 58.9% for first-time students; the retention rate of full-time students was 63.7% compared to the part-time student retention rate of 42.2%. (Section II.D.2)
- **Full-time faculty** represent 21.3% of the total faculty; of those, 70.4% are tenured. The ratio of full-time to adjunct faculty is 1:4.7; 39.5% of course sections are taught by full-time faculty. (Section II.E)
- **RCGC faculty and staff** were involved in numerous research, scholarly and community service activities throughout the year. (Section II.H; Section III.A)

Published by the Office of Institutional Research, Rowan College at Gloucester County (September 2014). N.J.S.A. 18A:3B-35 requires that each of New Jersey's 31 public institutions of higher education prepare and make available to the public an annual report on the condition of the institution. The form and content of the report is established by New Jersey Higher Education.

The full report will be made available on the college website rcgc.edu as well as the New Jersey Higher Education website at <http://www.state.nj.us/highereducation>.



**RESOLUTION TO APPROVE THE
GCIT COLLEGIATE HIGH SCHOOL PROGRAM**

WHEREAS, a dual enrollment advantage agreement between Rowan College at Gloucester County and the Board of Education of the Special Services School District and the Vocational School District of the County of Gloucester will benefit Gloucester County high school students by increasing access to a college education with significant cost savings; and

WHEREAS, eligible students who select this initiative are enrolled at both institutions from the first day they start their high school senior year; and

WHEREAS, each student in the program will begin his or her academic journey at the Gloucester County Vocational Technical School District ("GCIT"), secure in the knowledge that a quality education at an affordable price awaits with automatic acceptance into the two year academic institution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes the signing of a Memorandum of Understanding and implementation of the "GCIT Collegiate High School Program" with the Board of Education of the Special Services School District and Vocational School District of the County of Gloucester.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



Rowan College at Gloucester County

**2014/15 Overview
Capital Projects and Initiatives**

Facilities

New Construction

Nursing and Allied Health Center

- \$11,431,368
- 41,418sq./ft. building
- Fall 2015

Student Services Addition and Renovation

- 20,345 sq./ft. Career and College Readiness Now Center
- 16,300 sq./ft. Renovation
- \$6,133,208
- Addition May 2015
- January 2016

Facilities

New Construction

Adult Center for Transition

- \$4,665,800
- 14,550 sq./ft. building
- July 2015

Law and Justice Center Addition and Renovation

- \$2,124,344
- 6,800 sq./ft. addition

Business and Corporate Center

- \$1,500,000
- 23,670 sq./ft. renovation
- Renovations begin May 2015
- Completion Spring 2016

Facilities

Renovations and Repairs

College Center

- Rug and Floor replacement
- 209 to be IR Office Suite
- 210 to be EOF Office Suite
- Network to IR
- VoIP Campus Wide
- Electric Metering
- HVAC Controls

Facilities

Renovations and Repairs

Physical Education Center

- Generator Replacement or Upgrade
- Roof Over
- Gym Floor (Volley Ball)
- Sound System

Instructional Center

- IT to EOF

Facilities

Renovations and Repairs

Library and Media Center

- Roof Over

Facilities Building

- Roof Over
- Electric Metering
- HVAC Controls

ECC Repurposed to Allied Health Center

- OT and PT programs
- Fall 2015

Facilities

Renovations and Repairs

Safety and Security Building

- Roof Over
- Electric Metering
- HVAC Controls

Fire Academy

- Electric Metering
- HVAC Controls

Continuing Education Center

- Electric Metering
- HVAC Controls

Facilities Renovations and Repairs

College Services

- Electric Metering
- HVAC

Scott Hall

- HVAC

Initiatives

- Public/Private Partnership Opportunities
- Expanding Parking Lot "E"
- Fine Arts Center Addition and Renovations

Funding

Funding Higher Ed Bonds	\$ 24,005,820
2014 Chapter 12	4,250,000
Total Capital Budget	\$ 28,255,820

OCTOBER IS RCGC COMMUNITY SERVICE MONTH!

STUDENT GOVERNMENT VARIOUS FUNDRAISERS THROUGHOUT THE MONTH

Relief for Victims Hurricane Odile – Baja, Mexico

Date: Throughout the month of October, 2014

Location: College Center Lobby



The small town of Todos Santos, situated in Baja California Sur took a direct hit from category 4 Hurricane Odile on Sunday, September 14, 2014. The devastation is huge leaving no services of power or water. The markets from their small town have been depleted of supplies, many homes have been leveled, and people are struggling to survive. Still this small pueblo shows the true heart of the people of Baja with their spirit of endurance and community cooperation.

The Palapa Society of Todos Santos AC is so grateful to be able to help so many of our local towns people recover from Hurricane Odile. With your contributions we will help to feed, clothe and rebuild the homes and lives of our people in this beautiful Pueblo Magico. There are so many who have lost so much but have survived this disaster with hope and dignity. **Together, Todos Santos is strong and will persevere.**

This relief effort will become a reality thanks to your contribution!

AMERICAN RED CROSS BLOOD DRIVE

Hosted by Phi Theta Kappa

Dates: Wednesday, October 1

Time: 10:00 – 3:00 pm

Location: College Center Mezzanine



The need is constant. The gratification is instant. Give blood. [Click Here](#) to schedule an appointment.

GLOUCESTER COUNTY AUTISM WALK 2014

Date: Saturday, October 4, 2014

Time: Check In at 9:00 am – walk begins at 11:00 am Rain or Shine

Location: Riverwinds, West Deptford, NJ



According to the Center for Disease Control, 1 in 88 children are diagnosed with Autism Spectrum Disorder. Our goal is to assist those families in our area through education, support, and outreach. There will be fun and games, entertainment, and refreshments. Fun for the whole family. Sponsored by GCSS Education Foundation, Inc. This is a 5K Walk (with turn around points throughout the route) to benefit children with Autism Spectrum Disorder and their families

If you are interested in joining RCGC's team to walk please visit the [Gloucester County Autism Walk](#) website: Click on "Participant Registration" and then select "Join a Team" - our team name is Team Rowan College. You will then be prompted to enter your information. At this point, you can make a personal donation but that is not necessary to participate in the Walk. Our team is public and we encourage all students, student-athletes, clubs, faculty and staff to participate and feel free to bring some friends and family with you. If you have any questions, please feel free to contact Assistant Athletic Director Brian Rowan at browan@rcgc.edu for more information.

LiNK: THE NORTH KOREAN CRISIS

Hosted by JAG and Liberty in North Korea

Date: Monday, October 13

Time: 7:00 pm

Location: Fine Arts Center



Redefining the North Korea crisis through creative storytelling, while providing emergency relief to North Korean refugees and pursuing an end to the human rights crisis; this is about the REAL crisis in North Korea. Every year, thousands of North Koreans risk their lives to escape political persecution and economic hardship. If caught trying to escape or caught in China and sent back, they are at risk of extremely harsh punishments, including brutal beatings, forced labor, forced abortions, torture, and internment in a political prison camp. [Liberty in North Korea](#) has rescued 221 refugees through this effort. **JOIN THE CAUSE!**

GIFT OF LIFE DONOR DAY

Date: Thursday, October 16

Time: 10:00 am – 2:00 pm

Location: College Center Lobby



Did you know that every day 18 people die waiting for an organ transplant and that every 10 minutes someone is placed on the waiting list to receive an organ? That list has grown to over 170,000 people nationwide. You CAN make a difference. The Gift of Life Donor Program is a non-profit organization serving New Jersey, Pennsylvania and Delaware and is responsible for recovering and distributing organs and tissues used in life-saving and life-enhancing transplants. They partner with 150 acute-care hospitals to offer families around the region an option for donation. In celebration of Community Service Month, a table with information will be set up in the lobby. Stop by for information, visit with their mascot, and **sign up to become a donor.**

FOURTH ANNUAL MOTHERS MATTER 5K RUN/WALK (RAIN OR SHINE)

Date: Sunday, October 19

Time: 9:00 am

Location: Washington Lake Park, 626 Hurffville-Cross Keys Road, Sewell, NJ



For years, RCGC has supported the Mothers Matter mission which is to encourage mothers to achieve economically and educationally and to seek brighter futures for themselves and their families – this reflects Lauren’s legacy of helping others lead better lives. Let’s support their cause as they host their Annual 5K Run/Walk. Interested parties can [register online](#) or stop by the Student Life Office for a postcard registration. Entry Fees: Pre-Race Day \$20/individual, \$50/Family up to five. RACE DAY \$25/each. For Information Contact: (856) 428-7673 or email Mothers Matter at laurenslegacy.org

FALL HARVEST COFFEEHAUS

Sponsored by the Music Society

Date: Monday, October 27

Time: 6:00 – 9:00 pm

Location: Cafeteria



Join the Music Society and support our students as they perform some of your favorite music along with guest performer and local musician, Jacob Graff. For more information or if you are interested in performing, please contact Mr. Boeckle at jboeckle@rcgc.edu no later than Monday, October 13, 2014. This is a fun event you don’t want to miss! Tickets are \$5 in advance, \$6 at the door. All proceeds will benefit the [Wounded Warriors Project](#).

GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JUN 30, 2014 - as of 9/19/14

	6/30/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 13,885,422	14,140,298	\$ 254,876
Police Academy - Tuition	73,000	106,506	33,506
Fire Academy - Tuition	65,000	80,026	15,026
Continuing Education	1,831,160	2,067,900	236,740
Summer Camps	193,656	192,374	(1,282)
ECEC	90,000	80,194	(9,806)
Fees	8,355,718	8,143,932	(211,786)
Out of County	40,000	21,671	(18,329)
Government Appropriations			
State	4,898,301	5,026,681.00	128,380
Police Academy - State Funding	198,523	198,523	-
Fire Academy - State Funding	9,430	9,430	-
Continuing Ed - State Funding	107,168	107,168	-
County	7,654,944	7,654,944	-
Other Revenues			
Auxiliary Enterprises**	35,779	93,837	58,058
Reserve for FY13	-	-	-
Reserve for FY14	503,870	-	(503,870)
Reserve for FY15	(355,330)	-	355,330
Reserve for Capital Projects	(312,701)	-	312,701
Total Revenues	\$ 38,077,340	\$ 38,545,595	\$ 468,255
Current Operating Expenditures			
Instruction - Total	\$ 14,972,016	\$ 15,023,516	\$ (51,500)
Personnel - FT	6,392,603	6,323,010	69,593
Personnel - FT OT, OL, Misc	1,489,492	1,504,865	(15,373)
Benefits	3,755,763	3,850,122	(94,359)
Personnel - PT	3,013,403	3,029,237	(15,834)
Expenses	320,755	316,282	4,473
Continuing Education - Total	\$ 1,792,849	\$ 1,985,911	\$ (193,062)
Personnel - FT	305,484	225,586	79,899
Personnel - FT OT, OL, Misc	-	-	-
Benefits	216,213	186,329	29,884
Personnel - PT	322,100	299,852	22,248
Expenses	949,052	1,274,145	(325,093)

GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JUN 30, 2014 - as of 9/19/14

	6/30/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Police Academy - Total	\$ 384,694	\$ 399,822	\$ (15,128)
Personnel - FT	223,591	223,591	(0)
Personnel - FT OT, OL, Misc	-	10,800	(10,800)
Benefits	86,939	93,744	(6,805)
Personnel - PT	28,000	29,962	(1,962)
Expenses	46,164	41,725	4,439
Fire Academy - Total	\$ 347,907	\$ 338,911	\$ 8,996
Personnel - FT	118,903	118,966	(63)
Personnel - FT OT, OL, Misc	3,000	7,188	(4,188)
Benefits	65,015	68,318	(3,303)
Personnel - PT	68,384	66,499	1,885
Expenses	92,605	77,939	14,666
Academic Support - Total	\$ 3,443,904	\$ 3,319,353	\$ 124,551
Personnel - FT	1,524,254	1,492,831	31,423
Personnel - FT OT, OL, Misc	98,470	79,212	19,258
Benefits	748,431	741,341	7,090
Personnel - PT	547,496	518,495	29,001
Expenses	525,253	487,474	37,779
Student Services - Total	\$ 5,466,216	\$ 5,351,916	\$ 114,300
Personnel - FT	2,874,500	2,796,171	78,329
Personnel - FT OT, OL, Misc	6,450	54,323	(47,873)
Benefits	1,177,834	1,170,925	6,909
Personnel - PT	535,476	451,443	84,033
Expenses	871,956	879,054	(7,098)
Institutional Support - Total	\$ 5,808,892	\$ 5,453,382	\$ 355,510
Personnel - FT	2,516,490	2,462,755	53,735
Personnel - FT OT, OL, Misc	6,344	5,988	356
Benefits	908,701	905,056	3,645
Personnel - PT	111,482	83,462	28,020
Expenses	2,265,875	1,996,121	269,754
Operating & Maintenance - Total	\$ 5,214,461	\$ 5,087,183	\$ 127,278
Personnel - FT	1,570,493	1,563,675	6,818
Personnel - FT OT, OL, Misc	89,603	114,874	(25,271)
Benefits	601,014	620,909	(19,895)
Personnel - PT	82,689	72,378	10,311
Expenses	2,870,662	2,715,347	155,315
Leasing Expenses	250,648	87,833	\$ 162,815
Retiree Benefits	395,753	363,192	\$ 32,561
Total Operating Expenditures	\$ 38,077,340	\$ 37,411,019	\$ 666,321

GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING AUGUST 31, 2014

	8/31/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 14,620,736	7,331,931	\$ (7,288,805)
Police Academy - Tuition	73,000	20,405	(52,595)
Fire Academy - Tuition	65,000	9,091	(55,909)
Continuing Education	1,816,160	501,425	(1,314,735)
Fees	8,929,225	4,080,147	(4,849,078)
Out of County	40,000	1,292	(38,708)
Government Appropriations			
State	4,761,370	837,825.83	(3,923,544)
Police Academy - State Funding	198,523	33,087	(165,436)
Fire Academy - State Funding	9,430	1,572	(7,858)
Continuing Ed - State Funding	107,168	17,861	(89,307)
County	7,654,944	1,913,736	(5,741,208)
			-
Other Revenues	35,779	9,313	(26,466)
Auxiliary Enterprises**	803,400		(803,400)
			-
Reserve for FY15	355,330		(355,330)
			-
Surplus Utilized	250,000		(250,000)
			-
Reserve for Capital Projects	(310,078)	-	310,078
			-
Total Revenues	\$ 39,409,987	\$ 14,757,687	\$ (24,652,300)
Current Operating Expenditures			
Instruction - Total			
Personnel - FT	\$ 15,368,664	\$ 975,490	\$ 14,393,174
Personnel - FT OT, OL, Misc	6,621,590	179,406	6,442,184
Benefits	1,523,292	146,180	1,377,113
Personnel - PT	3,923,266	376,169	3,547,097
Expenses	3,018,902	239,647	2,779,255
	281,614	34,088	247,526
Continuing Education - Total			
Personnel - FT	\$ 1,999,833	\$ 251,333	\$ 1,748,500
Personnel - FT OT, OL, Misc	354,208	47,341	306,867
Benefits	-	-	-
Personnel - PT	260,482	61,502	198,980
Expenses	387,000	45,072	341,928
	998,143	97,417	900,726

Police Academy - Total	\$ 399,740	\$ 65,696	\$ 334,044
Personnel - FT	228,064	32,930	195,134
Personnel - FT OT, OL, Misc	-	-	-
Benefits	91,125	23,820	67,305
Personnel - PT	31,236	2,863	28,373
Expenses	49,315	6,083	43,232
Fire Academy - Total	\$ 362,128	\$ 53,592	\$ 308,536
Personnel - FT	126,282	17,009	109,273
Personnel - FT OT, OL, Misc	-	435	(435)
Benefits	70,087	14,061	56,026
Personnel - PT	73,154	3,684	69,470
Expenses	92,605	18,404	74,201
Academic Support - Total	\$ 3,539,007	\$ 552,020	\$ 2,986,987
Personnel - FT	1,529,557	202,576	1,326,981
Personnel - FT OT, OL, Misc	113,700	3,050	110,650
Benefits	778,677	170,686	607,991
Personnel - PT	572,497	50,846	521,651
Expenses	544,576	124,861	419,715
Student Services - Total	\$ 5,568,309	\$ 794,296	\$ 4,774,013
Personnel - FT	3,008,874	408,591	2,600,283
Personnel - FT OT, OL, Misc	12,100	3,361	8,739
Benefits	1,198,290	284,277	914,013
Personnel - PT	388,803	15,204	373,599
Expenses	960,241	82,865	877,376
Institutional Support - Total	\$ 6,334,473	\$ 1,238,430	\$ 5,096,043
Personnel - FT	2,814,936	368,132	2,446,804
Personnel - FT OT, OL, Misc	10,000	75	9,925
Benefits	1,033,650	250,287	783,363
Personnel - PT	116,350	7,875	108,475
Expenses	2,359,537	612,061	1,747,476
Operating & Maintenance - Total	\$ 5,140,913	\$ 608,718	\$ 4,532,195
Personnel - FT	1,604,198	204,583	1,399,615
Personnel - FT OT, OL, Misc	85,014	8,079	76,935
Benefits	622,980	145,001	477,979
Personnel - PT	83,500	5,217	78,283
Expenses	2,745,220	245,838	2,499,382
Leasing Expenses	301,000	41,195	\$ 259,805
Retiree Benefits	395,920	57,754	\$ 338,166
Total Operating Expenditures	\$ 39,409,987	\$ 4,638,523	\$ 34,771,464

ROWAN COLLEGE at GLOUCESTER COUNTY
TUITION AND FEES SCHEDULE
(Effective Spring 2015)

A) TUITION:

PER CREDIT

Gloucester County residents	\$ 95.00
Out-of-County residents	115.00 (1)
Out-of-State residents	230.00
International Students	230.00
NJVCC on-line courses	100.00 (2)
High School Option (HSOP)	65% discount*

*discount applies only to tuition and per credit fees, no limit on the number of courses

B) REQUIRED FEES:

PER CREDIT

General Service Fee	\$ 34.50
Capital Construction Fee	2.00
Developmental Fee (remedial classes only)	12.00

C) OTHER FEES:

PER OCCURRENCE

Application Fee (non refundable)	\$ 20.00
Late Registration Fee (Full or Part-time)	20.00
Late Payment Fee	30.00
Course Change Fee	20.00
Graduation Fee	63.00
Payment Plan Fee	40.00
Transcripts	5.00 per request
Replacement Diploma	35.00

Lexis-Nexis Annual Fee	cost pass-through (3) currently \$40 per year
Nurse Entrance Test fee	cost pass-through + \$25 administration (3)
HESI Exam Fee	cost pass-through + \$25 administration (3)
Other Standardized Tests	cost pass-through + \$25 administration (3)

Nursing, Allied Health	\$1,000 per semester
Automotive Technology (beginning second academic term)	\$1,000 per semester (term)

Stop & Reissue Check Fee	cost pass-through + \$30 administration fee
Reissue Check Fee	cost pass-through + \$30 administration fee
Returned Check Fee	cost pass-through + \$30 administrative fee
ID card	No charge (4)
ID card replacement fee (lost cards)	10.00 per card
Parking Decal	No charge (4)
Accident Insurance (on premises)	No charge (4)
Liability Insurance (N/AH students only)	cost pass-through (5)
Library Membership Fee – NON-STUDENT County Residents	\$10 per year (6)

ROWAN COLLEGE at GLOUCESTER COUNTY
TUITION AND FEES SCHEDULE
(Effective Spring 2015)

(Continued)

D) COURSE FEES:

<u>Fee Category</u>	<u>Courses Included</u>	
A	Materials Fee - Computer laboratory	\$20.00
B	Materials Fee - Art (some courses) Civil Engineering, Drafting Computer Graphic Arts	35.00 (7)
C	Materials Fee – Auto Tech, Science	60.00
D	Video Course Fee	50.00
E	Materials Fee - Nursing, NMT, DMS	50.00 (7)
F	Reserved for future use	
G	Lab Fee – 1 Contact	90.00 (7)
H	Lab Fee – 2 Contacts	180.00 (7)
I	Lab Fee – 3 Contacts	270.00 (7)
J	Materials Fee – DMS 106, DMS 210 DMS 221 – remove DMS 09	42.88
K	Curriculum Review Fee NUR 220	400.00
L	Materials Fee – DMS 126 NMT 113 SUMMER	100.00
O	On-line Technology Fee	50.00
Q	Quickbooks Certification Fee – BUS 207	150.00
W	Materials Fee – BIO 212 (Wetlands Institute)	250.00

REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY

Fall/Spring 100% refund before semester begins
 50% refund during partial refund period

Summer/Interterm 100% refund before semester begins
 50% refund during partial refund period

ROWAN COLLEGE at GLOUCESTER COUNTY
TUITION AND FEES SCHEDULE
(Effective Spring 2015)

(Continued)

PRINT MANAGEMENT FEES (in excess of free copies allotted per semester):

Per Black Ink Page	\$0.05
Per Color Ink Page	\$0.20

LIBRARY FINES:

Fines - \$.10 per day, per item overdue with a \$10.00 maximum per item
Replacement – Cost of the item plus \$5.00 processing fee per item.
Withdrawn item (item not being replaced) – Cost of the item (i.e. Amerifolio)

Notes

- (1) Out-of-county residents must apply for a Certificate of Residence (charge-back) from their home county as required by State statute 18A:64A-23 and 18A:64B-4.
- (2) The NJVCC on-line course fee is an estimate for informational purposes only. The actual rate is set by the Council of County Colleges.
- (3) Processing and administering of all standardized tests are charged for the actual cost to purchase the test (approximately \$30 to \$50 per test) plus a \$25 fee to administer the test.

Lexis-Nexis subscriptions are charged to the student at the actual cost of the subscription. This cost is currently \$40 per year. This subscription is optional for paralegal students who desire off-campus access to Lexis-Nexis.
- (4) These services are included as part of the General Service Fee.
- (5) Liability insurance is mandated for all Nursing and Allied Health students. The \$50 assessment is a current estimate. The actual fee will reflect the actual pass-through cost of insurance.
- (6) Annual Library membership fee applies to Non-Student County residents. This fee is waived for residents whose municipal library participates in the LOGIN Consortium. Access to the Library is included in the tuition for all GCC students.
- (7) These course fees are in accordance with programs listed in the College Catalog.



RESOLUTION TO APPROVE THE PURCHASE OF MECHANICAL EQUIPMENT AND CONTROLS

WHEREAS, Rowan College at Gloucester County has a need to acquire a contract for the Purchase of Mechanical Equipment and Controls; and

WHEREAS, N.J.S.A 40A: 11-11(5) specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services enter into a Cooperative Pricing Agreement for its administration; and


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

WHEREAS, the College has caused a bid waiver due to the availability of Procurement through a cooperative pricing agreement; and

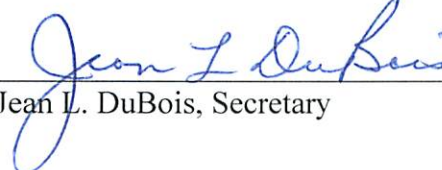
WHEREAS, a proposal has been received and made part hereof reference; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the purchase and delivery of Mechanical Equipment and Controls in the total amount of \$1,102,045.00 to Trane Company.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPROVE THE PURCHASE OF FIRE AND BURGLAR EQUIPMENT INCLUDING INSTALLATION

WHEREAS, Rowan College at Gloucester County has a need to acquire a contract for the Funding of Fire and Burglar Equipment including Installation; and

WHEREAS, under County College contract law 18A:64-25.5 "Exceptions to requirements for advertising," and; 18A:64-25-3 "proprietary items" the Board of Trustees has the authority to approve the procurement of certain goods and services in excess of \$34,100 (current bid threshold) through the waiver of public bidding ("bid waivers"); and

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


WHEREAS, the college has caused a bid waiver due to the Proprietary nature of the equipment; and

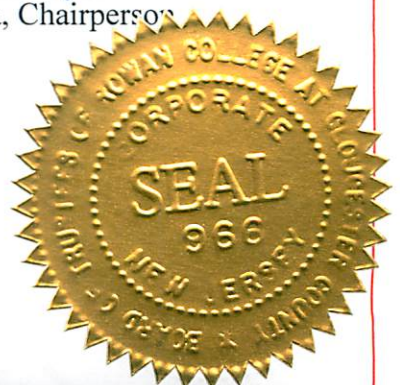
WHEREAS, a proposal has been received and made a part hereof by reference; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the purchase and delivery of Fire and Burglar Equipment and installation in the total amount of \$203,060.23 to Tyco Integrated Security.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO APPROVE THE RENOVATIONS OF THE EARLY CHILDHOOD CENTER TO THE ALLIED HEALTH CENTER

WHEREAS, Rowan College at Gloucester County has a need to acquire a contract for the renovation of Early Childhood Center; and

WHEREAS, N.J.S.A 40A: 11-11(5) specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services enter into a Cooperative Pricing Agreement for its administration; and


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

WHEREAS, the College has caused a bid waiver due to the availability of Procurement through a cooperative pricing agreement; and

WHEREAS, a proposal has been received and made a part hereof by reference; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the purchase and delivery of the renovations of the Early Childhood Center in the amount of \$377,199.00 to Trane Company.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE AUTHORIZING THE AWARD OF A CONTRACTOR FOR LANDSCAPING AND SNOW REMOVAL SERVICES
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College at Gloucester County is in need of a contractor to perform landscaping and snow removal services during the year; and

WHEREAS, the landscaping and snow removal services desired require three quotes and the services will be below the bid threshold of \$34,100 and above \$6,820; and

WHEREAS, the County College Contract Law N.J.S.A. 18A:64-25.3 does not require public advertising if the performance of the services do not exceed \$34,100; and

WHEREAS, the College solicited quotes for landscaping and snow removal services during the year; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq.* provides that when the values of a contract with a vendor exceeds \$17,500, that the vendor is subject to the Pay-to-Play law; and

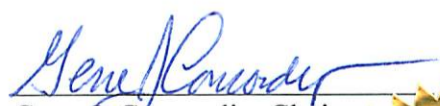
WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded will exceed \$17,500; and

WHEREAS, Exley's Landscaping Services, Inc. (hereinafter "Exley's") has completed and submitted a Business Entity Disclosure Certification which certifies that neither Exley's nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any county committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elected public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit Exley's from making any reportable contributions through the term of the contract; and,

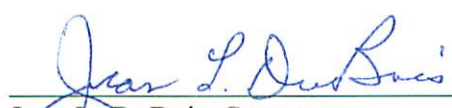
WHEREAS, the Vice President and Chief Operation Officer certifies the funds are available;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs college's designee to enter into contracts with Exley's that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE PURCHASE AND DELIVERY OF A
JOHN DEERE TRACTOR AND ACCESSORIES
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College at Gloucester County has a need to acquire a contract for the purchase and delivery of a John Deere Tractor with accessories; and

WHEREAS, the County College Contract Law, N.J.S.A. 18A:64A-25.3 does not require public advertising if the performance of the purchases do not exceed \$34,100; and

WHEREAS, The College solicited quotes for the Purchase of a John Deere Tractor and accessories; and,

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4. *et seq.* provides that when the values of a contract with a vendor exceeds \$17,500, that the vendor is subject to the Pay-to-Play law; and,

WHEREAS, Central Jersey Equipment has completed and submitted a Business Entity Disclosure Certification which certifies that neither Central Jersey Equipment nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any county committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elected public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit Central Jersey Equipment from making any reportable contributions through the term of the contract; and,


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

WHEREAS, the College has caused quotations to be solicited in accordance with a non-fair and open process; and

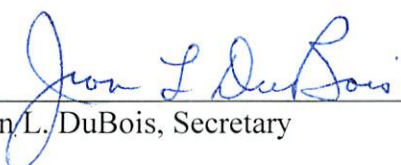
WHEREAS, quotations have been received and made a part hereof by reference; and

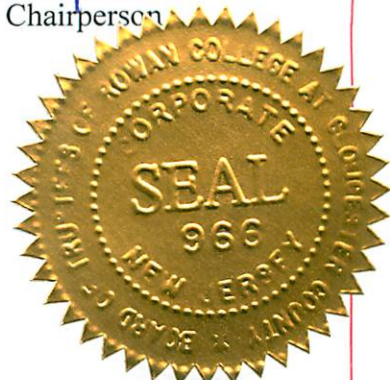
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the purchase and delivery of a John Deere Tractor and accessories in the amount of \$30,760.00 from Central Jersey Equipment Company.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE AUTHORIZING THE AWARD OF
2014 FORD DELIVERYVAN
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College at Gloucester County is in need of a Ford Delivery Van; and

WHEREAS, the purchase of the Ford Delivery Van require three quotes and the purchase will be below the bid threshold of \$34, 100; and

WHEREAS, the County College Contract Law N.J.S.A. 18A:64-25.3 does not require public advertising if the performance of the services do not exceed \$34,100; and

WHEREAS, the College solicited quotes for the purchase of a Ford Delivery Van; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq.* provides that when the values of a contract with a vendor exceeds \$17,500, that the vendor is subject to the Pay-to-Play law; and


WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contract will be \$22,592.05; and

WHEREAS, Gentilini Ford has completed and submitted a Business Entity Disclosure Certification which certifies that neither Gentilini Ford nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any county committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elected public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit Gentilini Ford from making any reportable contributions through the term of the contract; and,

WHEREAS, the Vice President and Chief Operation Officer certifies the funds are available;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs college's designee to enter into contracts with Gentilini Ford for \$22,592.05 for the Purchase of a Ford Delivery Van.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPROVE ROOF REPLACEMENT BID

WHEREAS, Rowan College at Gloucester County publicly solicited bids for roof replacements for buildings H (Physical Education Center/Law & Justice Education Center/Police Academy/Fitness Center), F (College Store/Tutoring and Testing Centers/Library), K (Facilities), J (Allied Health Center) and I (Safety and Security). The bids have been received and reviewed with a recommendation to award a contract to Patriot Roofing Inc. of Jobstown, NJ.; and

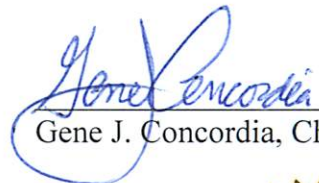
WHEREAS, The Chief Financial Officer of the College has certified that the funds are available for this purchase; and

WHEREAS, The College has caused closed sealed bids to be solicited in accordance with a fair and open process; and

WHEREAS, Bid solicitation has been received and made a part hereof by reference; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs a contract with Patriot Roofing Inc. as the lowest responsible, responsive bidder to replace or repair the roofs on buildings H, F, K, J, and I for \$795,265.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY HISTORICAL COMMISSION IN THE AMOUNT OF \$7330 FOR THE GRANT PERIOD BEGINNING JULY 1, 2014 AND CONCLUDING JUNE 30, 2015.

WHEREAS, the Gloucester County Cultural & Heritage Commission under Rowan College at Gloucester County will act as the designated agency to administer the New Jersey Historical Commission Re-grant Program in the amount of \$7,330 for the purpose of supporting non-profit history organizations and units of government for programs and projects related to the history of Gloucester County; and

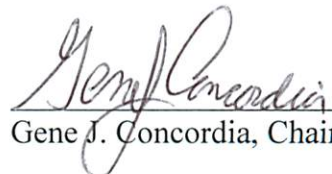
WHEREAS, the grant shall be for the period beginning July 1, 2014 and concluding June 30, 2015 in the amount of \$7,330; and

WHEREAS, the Board of Trustees of Rowan College at Gloucester County understands and agrees that any grant received as a result of the award will be subject to the grant conditions and other policies, regulations, and rules issued by the New Jersey Historical Commission for the administration of grant projects; and

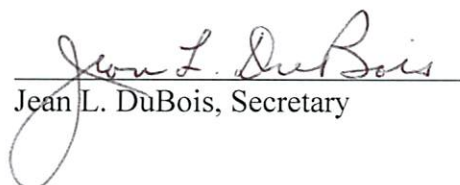
WHEREAS, this acceptance will authorize the Gloucester County Cultural & Heritage Commission to administer this grant to support non-profit history organizations and units of government for the purpose of programs and projects related to Gloucester County history; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the execution of any and all documents for the New Jersey Historical Commission grant in the amount of \$7,330 for the period of July 1, 2014 and concluding June 30, 2015 as may be required.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY STATE COUNCIL ON THE ARTS: LOCAL ARTS PROGRAM IN THE AMOUNT OF \$60,113 FOR THE GRANT PERIOD BEGINNING JANUARY 1, 2015 AND CONCLUDING DECEMBER 31, 2015.

WHEREAS, the Gloucester Cultural & Heritage Commission under Rowan College at Gloucester County will act as the designated agency to receive funds from the New Jersey State Council on the Arts for Local Arts Development in the amount of \$60,113; and

WHEREAS, the grant shall be for the period beginning January 1, 2015 and concluding December 31, 2015 in the amount of \$60,113; and


WHEREAS, the Board of Trustees of Rowan College at Gloucester County understands and agrees that any grant received as a result of the award will be subject to the grant conditions and other policies, regulations, and rules issued by the New Jersey State Council on the Arts for the administration of the Local Arts Development Program grant; and

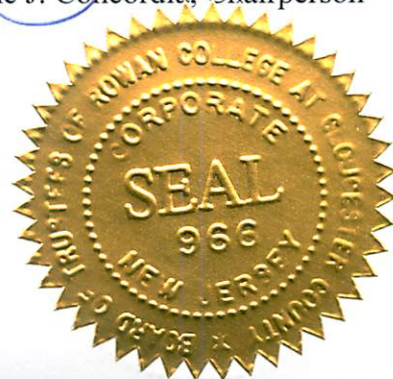
WHEREAS, this acceptance will authorize the Gloucester County Cultural & Heritage Commission to administer this grant to assist in the support of 16-20 non-profit organizations and units of government for General Operating Support and Program Support through re-granting. Additional funds will be used for the development of partnerships and collaborative endeavors such as programming and public art. Funding will also provide partial administrative salary and support of technical assistance workshops for artists and organizations; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the execution of any and all documents for the New State Council on the Arts Local Arts Program grant in the amount of \$60,113 for the period of December 1, 2015 and concluding December 31, 2015 as may be required.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR A CONSORTIUM SKILLS4JERSEY TRAINING GRANT PROGRAM IN THE AMOUNT OF \$200,000 FOR THE PERIOD BEGINNING NOVEMBER 1, 2014 AND CONCLUDING NOVEMBER 1, 2015.

WHEREAS, the Division of Continuing Education of Rowan College at Gloucester County will act as the Lead Agency to administer the New Jersey the Consortium Skills4Jersey Workforce Training Grant in the amount of \$200,000 for the training of employees at two companies; and

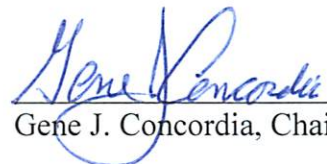
WHEREAS, the grant shall be for the period beginning November 1, 2014 and concluding November 1, 2015 in the amount of \$200,000; and

WHEREAS, the Board of Trustees of Rowan College at Gloucester County understands and agrees that any grant received as a result of the award will be subject to the grant conditions and other policies, regulations, and rules issued by the New Jersey Department of Labor and Workforce Development; and

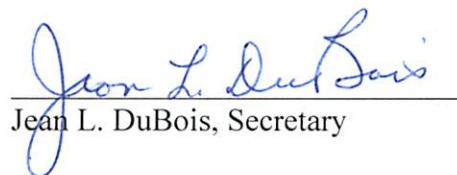
WHEREAS, this acceptance will authorize the Division of Continuing Education at Rowan College at Gloucester County to administer this grant to support employee training at two area companies; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the execution of any and all documents for the New Jersey Department of Labor and Workforce Development Skills4Jersey Training Grant Program in the amount of \$200,000 for the period of November 1, 2014 and concluding November 1, 2015 as may be required.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held October 14, 2014.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



ROWAN COLLEGE at GLOUCESTER COUNTY
Deptford Township
Sewell, NJ 08080

BOARD MEETING

PERSONNEL ACTIONS

DATE: 10/14/2014

STATEMENT OF FACTS:

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

Three (3) Appointments:

Title	Reason for Vacancy	Name	Salary	Effective Date
Custodian	Resignation	Lawrence Cantu	\$14.00 per hour	9/29/2014
EOF Recruiter/Grant Funded	Resignation	James Rodia	\$24,100 per annum, prorated	10/15/2014
Project Clerk, Level II	Change in Scope	Lisa Vasapollo	\$14.18 \$13.74 per hour	10/20/2014

Two (2) Reassignments:

Title	Reason for Vacancy	Name	Salary	Effective Date
Transfer Advisor/Recruiter	Reassignment	Kathleen Malloy	\$40,000 per annum, prorated	10/15/2014
Director II, College and Career Readiness	Reassignment	Megan Ruttler	\$50,200 per annum, prorated	10/15/2014

Two (2) Terminations:

Position	Name	Effective Date
Custodian	Jose Vazquez	9/17/2014
Instructor I, Liberal Arts	Andrea D. Tawwater	10/6/2014

Four (4) Resignations:

Position	Name	Effective Date
PC Technician/Help Desk	Nicholas Brewer	9/18/2014
Project Clerk, Level II	Adrienne Lawton	9/16/2014
Team Coordinator V, Continuing Education	Jean Bingham	10/3/2014
Administrator, Financial Aid	Kelly E'Ve	10/24/2014

One (1) Retirement:

Title	Name	Effective Date
Professor, Liberal Arts	Linda DeFelice	2/1/2015

Three (3) Part-Time Hires:

Title	Reason for Vacancy	Name	Salary	Effective Date
Teaching Assistant, Tutoring	Resignation	Stephen Frey	\$10.00 per hour	9/11/2014
Teaching Assistant, Tutoring	Resignation	Nicholas Salvatore	\$12.00 per hour	9/9/2014
Assistant Wrestling Coach	Resignation	Robert Jillard	\$3,780 per annum	9/1/2014

Eighteen (18) Additions to the 2014-15 Adjunct List:

Name	Division
William Walsh	Law & Justice
Denese Cranga	Liberal Arts
Thomas Messer	Liberal Arts
Philip Osborne	Liberal Arts
Merrilie Rackham	Liberal Arts
Stephen Reed	Liberal Arts
Michele Schrier	Liberal Arts
Todd Welcz	Liberal Arts
Hanan Abouelsaadata	STEM
Olufemi Ajimoko	STEM
Robert Anderson	STEM
Letitia Dorrall	STEM
Kasmira Giles	STEM
Yvonne Greenbaun	STEM
Maille Henry	STEM
Kevin LaCorte	STEM
Jacqueline Sklarz	STEM
Christopher Urban	STEM

President's Recommendation:

Recommend approval of actions listed above.