



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

---

**REGULAR SESSION MINUTES**  
**July 29, 2014**

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan Collage at Gloucester County to order at 6:15 p.m. in the faculty/staff lounge.

**Members Present:**

Mr. Gene Concordia  
Mr. Len Daws (teleconference)  
Dr. James Lavender (teleconference)  
Mrs. Ruby Love  
Mr. Cody Miller (teleconference)  
Ms. Peggy Nicolosi (teleconference)  
Mrs. Virginia Scott (teleconference)  
Mr. Douglas Wills, Esq. (teleconference)  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Ms. Jean DuBois  
Ms. Yolette Ross  
Dr. George Scott

**Executive Cabinet Present:**

Mr. Dominick Burzichelli

**Advisor Present:**

Mr. David Rapuano, Esq.  
Ms. Jessica Jolly

After the reading of the Open Public Meetings Act Statement by Trustee Ruby Love, Chair Gene Concordia led the group in the Pledge of Allegiance. This was followed with roll call by Mrs. Karen Sitarski for the Board Secretary.

Chair Concordia welcomed everyone and acknowledged Ms. Jessica Jolly, Faculty Representative, Dr. Geraldine Martin, past Faculty Representative, and new Trustee Ms. Peggy Nicolosi.

**COMMUNICATIONS**

None.

**ACCEPTANCE OF MINUTES**

Chair Concordia asked if there were any corrections to the June 10, 2014 Regular Session minutes as noted. Trustee Peggy Nicolosi abstained and the Chair declared the June 10, 2014 Regular Session Minutes approved as presented. He then asked if there were any corrections to the June 10, 2014 Closed Session minutes as noted, and Trustee Peggy Nicolosi abstained. The Chair declared the June 10, 2014 Closed Session Minutes approved as presented.

## REGULAR SESSION MINUTES

July 29, 2014

Page 2

### FINANCE

Statement: Month Ending June 30, 2014

Information: The Monthly Operating Report of revenues and expenditures was presented to the Board (attached).

#### **Contract Award for Continuing Education Course Curriculum and Instruction:**

*Complete Learning Solutions*

On the recommendation of the President, Mr. Wills made a motion, seconded by Dr. Lavender and unanimously passed, to accept and sign the agreement between Rowan College at Gloucester County Continuing Education and Complete Learning Solutions for the period of July 1, 2014 – June 30, 2015.

#### **Contract Award for Auditor: *Bowman & Company, LLP***

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. Nicolosi and unanimously passed, to award a contract to Bowman & Company LLP to provide the services as detailed in the RFP in the amount of \$53,000 for a term of one year.

### FACILITIES/PROPERTY

#### **Contract Award for Continuing Education Course Guides: *Evergreen Printing Company***

On the recommendation of the President, Mr. Wills made a motion, seconded by Dr. Lavender and unanimously passed, to award a contract to Evergreen Printing Company to provide the services as detailed in the bid package in the amount of \$65,400.57 for a term of one academic year.

### ACADEMIC AND STUDENT SERVICES

#### **Approval to Apply and Upon Award, Approval to Accept and Sign: *RGK***

*Foundation*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mr. Miller and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the RGK Foundation for the period of January 1, 2015 – December 31, 2015 in the amount of \$50,000.00.

#### **Approval to Apply and Upon Award, Approval to Accept and Sign: *U.S. Department of Education, Fund for the Improvement of Postsecondary Education, First in the World Development Grant Program***

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 U.S. Department of Education, Fund for the Improvement of Postsecondary Education, First in the World Development Grant Program for the period of August 1, 2014 – June 30, 2018 in the amount of \$2,671,000.

#### **Approval to Apply and Upon Award, Approval to Accept and Sign: *Carl D. Perkins Career and Technical Education Improvement Act of 2006***

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Love and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the Carl D. Perkins Career and Technical Education

## REGULAR SESSION MINUTES

July 29, 2014

Page 3

Improvement Act of 2006 for the period of July 1, 2014 – June 30, 2015 in the amount of \$263,612.

**Approval to Apply and Upon Award, Approval to Accept and Sign:** *New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills Integrated English Literacy and Civics Education Grant Programs*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. Nicolosi and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2014 to June 30, 2015 in the amount of \$274,350.

**Approval to Apply and Upon Award, Approval to Accept:** *Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor focusing on Reading and Writing Program Grant*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Love and unanimously passed, to approve a resolution to apply and, upon award, approval to accept and sign for funding from the Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor focusing on Reading and Writing Program Grant for the period of January 1, 2015 to December 31, 2015, in the amount of \$2,500.

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

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Scott and unanimously passed, to approve a resolution to accept funding associated with the Educational Opportunity Fund Article IV Program Support Budget in the amount of \$106,164 from the Secretary of Higher Education for the 2015 academic year.

**Approval to Accept:** *Pascale Sykes Foundation for the Center for People in Transition*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. Nicolosi and unanimously passed, to approve a resolution to accept funding from the Pascale Sykes Foundation for the Center for People in Transition in the amount of \$22,000 for the period of July 1, 2014 to June 30, 2015.

**Approval to Accept:** *United Way of Gloucester County for the Center for People in Transition Displaced Homemakers Program*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Scott and unanimously passed, to approve a resolution to accept funding from the United Way of Gloucester County for the Center for People in Transition Displaced Homemakers Program for the period of July 1, 2014 – June 30, 2015 in the amount of \$50,000.

**Approval to Accept and Sign:** *Workforce Investment Act Training Provider Agreement with the County of Camden*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. Nicolosi and unanimously passed, to approve a resolution to accept and sign a Workforce

## REGULAR SESSION MINUTES

July 29, 2014

Page 4

Investment Act Training Provider Agreement with the County of Camden for the period of July 1, 2014 through June 30, 2015.

### **Approval to Accept and Sign:** *New Jersey Department of Labor and Workforce Development contract for the Literacy Innovations Grant*

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mrs. Scott and unanimously passed, to approve a resolution to accept and sign a New Jersey Department of Labor and Workforce Development contract for the Literacy Innovations Grant for the period of July 1, 2014 to June 30, 2015 in the amount of \$150,000.

## **PERSONNEL**

### **Education/General Fund Actions**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Miller and unanimously passed, to approve the Education/General Fund Actions as listed on the attached:

- Personnel Actions
- Schedule of Special Services Contracts for 2014-2015

### **Approval to Change Department Name:** *From "Student Assistance Center" to "Center for Counseling and Wellness Services"*

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Nicolosi and unanimously passed, to approve the change in department name from the "Student Assistance Center" to the "Center for Counseling and Wellness Services".

## **POLICY**

On the recommendation of the President, Mrs. Love made a motion, seconded by Mrs. Scott and unanimously passed, approving revised policy 6016 *Petty Cash and Cash Management*, revised policy 6022 *Unpaid Student Accounts*, revised policy 7053 *Human Resources Recruitment Reimbursement*, and reaffirming policy 7014 *Holidays*.

## **OTHER**

### **Professor Emeritus:** *Joseph Manganello*

On the recommendation of the President, Mrs. Love made a motion, seconded by Dr. Lavender and unanimously passed, to approve a resolution awarding Professor Emeritus to Joseph Manganello.

### **Rowan College at Gloucester County Strategic Plan 2014 – 2019**

On the recommendation of the President, Mrs. Love made a motion, seconded by Ms. Nicolosi and unanimously passed, to formally approve the *Rowan College at Gloucester County 2014 – 2019 Strategic Plan* for implementation.

## **DATES TO REMEMBER**

### **September**

- 1 College Holiday
- 2 "All College Day", 9:00 am, Gymnasium
- 3 First day of Fall semester classes
- 9 Board of Trustee meeting, 6:15 pm, Cafeteria Annex

**REGULAR SESSION MINUTES**

**July 29, 2014**

**Page 5**

**PUBLIC PORTION**

Chair Concordia opened the public portion of the meeting for comment and no comments were offered.

**ADJOURNMENT**

At 6:30 p.m. Mr. Wills made a motion, seconded by Dr. Lavender and unanimously passed, to adjourn the Regular Session.

Respectfully submitted,



Karen Sitarski  
*For Jean L. DuBois, Secretary*

Notes taken by K. Sitarski

GLOUCESTER COUNTY COLLEGE  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING JUN 30, 2014 - as of 7/7/14

	6/30/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 13,885,422	14,781,827	\$ 896,405
Police Academy - Tuition	73,000	106,506	33,506
Fire Academy - Tuition	65,000	80,026	15,026
Continuing Education	1,831,160	2,088,171	257,011
Summer Camps	193,656	192,374	(1,282)
ECEC	90,000	79,638	(10,362)
Fees	8,355,718	8,196,716	(159,002)
Out of County	40,000	21,671	(18,329)
<b>Government Appropriations</b>			
State	4,898,301	5,026,681	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	-
<b>Other Revenues</b>			
Auxiliary Enterprises**	35,779	53,125	17,346
Reserve for FY13	803,400	586,848	(216,552)
Reserve for FY14	-	-	-
Reserve for FY15	503,870	-	-
Reserve for Capital Projects	(355,330)	-	-
	(312,701)	-	312,701
<b>Total Revenues</b>	<b>\$ 38,077,340</b>	<b>\$ 39,183,648</b>	<b>\$ 1,254,848</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 14,972,016	\$ 14,762,122	\$ 209,894
Personnel - FT	6,392,603	6,315,584	77,019
Personnel - FT OT, OL, Misc	1,489,492	1,498,975	(9,483)
Benefits	3,755,763	3,634,538	121,225
Personnel - PT	3,013,403	3,013,914	(511)
Expenses	320,755	299,110	21,645

Continuing Education - Total	\$ 1,792,849	\$ 1,769,936	\$ 22,913
Personnel - FT	305,484	234,123	71,361
Personnel - FT OT, OL, Misc	-	-	-
Benefits	216,213	174,013	42,200
Personnel - PT	322,100	284,319	37,781
Expenses	949,052	1,077,480	(128,428)

GLOUCESTER COUNTY COLLEGE  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING JUN 30, 2014 - as of 7/7/14

	6/30/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Police Academy - Total	\$ 384,694	\$ 389,365	\$ (4,671)
Personnel - FT	223,591	221,741	1,850
Personnel - FT OT, OL, Misc	-	10,800	(10,800)
Benefits	86,939	87,746	(807)
Personnel - PT	28,000	28,883	(883)
Expenses	46,164	40,194	5,970
Fire Academy - Total	\$ 347,907	\$ 329,386	\$ 18,521
Personnel - FT	118,903	117,545	1,359
Personnel - FT OT, OL, Misc	3,000	7,188	(4,188)
Benefits	65,015	63,617	1,398
Personnel - PT	68,384	64,803	3,581
Expenses	92,605	76,234	16,371
Academic Support - Total	\$ 3,443,904	\$ 3,193,452	\$ 250,452
Personnel - FT	1,524,254	1,484,399	39,855
Personnel - FT OT, OL, Misc	98,470	78,222	20,248
Benefits	748,431	692,692	55,739
Personnel - PT	547,496	501,135	46,361
Expenses	525,253	437,004	88,249
Student Services - Total	\$ 5,466,216	\$ 5,138,836	\$ 327,380
Personnel - FT	2,874,500	2,731,859	142,641
Personnel - FT OT, OL, Misc	6,450	53,730	(47,280)
Benefits	1,177,834	1,081,904	95,930
Personnel - PT	535,476	437,755	97,721
Expenses	871,956	833,589	38,367
Institutional Support - Total	\$ 5,808,892	\$ 5,197,365	\$ 611,527
Personnel - FT	2,516,490	2,443,020	73,470
Personnel - FT OT, OL, Misc	6,344	5,948	396
Benefits	908,701	848,861	59,840
Personnel - PT	111,482	80,066	31,416
Expenses	2,265,875	1,819,470	446,405
Operating & Maintenance - Total	\$ 5,214,461	\$ 4,914,877	\$ 299,584
Personnel - FT	1,570,493	1,534,599	35,894
Personnel - FT OT, OL, Misc	89,603	111,624	(22,021)
Benefits	601,014	576,057	24,957



Personnel - PT	82,689	70,037	12,652
Expenses	2,870,662	2,622,561	248,101
Leasing Expenses	250,648	87,833	\$ 162,815
Retiree Benefits	395,753	333,411	\$ 62,342
<b>Total Operating Expenditures</b>	<b>\$ 38,077,340</b>	<b>\$ 36,116,583</b>	<b>\$ 1,960,757</b>

\*\* The Y-T-D for Auxiliary Enterprises for 6/30/2014 is detailed on page 2.



**BOARD RESOLUTION TO ACCEPT AND SIGN THE AGREEMENT  
BETWEEN ROWAN COLLEGE AT GLOUCESTER COUNTY  
CONTINUING EDUCATION AND COMPLETE LEARNING SOLUTIONS**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept and sign the agreement between Rowan College at Gloucester County Continuing Education and Complete Learning Solutions

**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015

**WHEREAS**, Complete Learning Solutions has qualified classroom instructors who are available to provide specialized course curriculum and instruction to the Rowan College at Gloucester County students

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign the agreement between Rowan College at Gloucester County Continuing Education and Complete Learning Solutions for the period of July 1, 2014-June 30, 2015

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE CONTRACT TO BOWMAN & COMPANY  
LLP FOR ACCOUNTING AND AUDITING CONSULTING SERVICES**

**WHEREAS**, Rowan College at Gloucester County has a need to conduct an annual audit of the College's accounts and records; and

**WHEREAS**, under County College contract law 18A;64-25.5 "Exceptions to requirements for advertising," and ; 18A;64-25.9 "purchase through state agency" the Board of Trustees has the authority to approve the procurement of certain goods and services in excess of \$32,000 (current bid threshold) through the waiver of public bidding ("bid waivers"); and


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

**WHEREAS**, there is a need to award a contract to Bowman & Company LLP for the needs of Rowan College at Gloucester County for accounting and auditing consulting services and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby awarding a contract to Bowman & Company LLP in the amount of \$53,000 for accounting and auditing consulting services for FY2014.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE PURCHASE AND DELIVERY OF  
CONTINUING EDUCATION COURSE GUIDES**

**WHEREAS**, Rowan College at Gloucester County has a need to acquire a contract for the purchase and delivery of Continuing Education course guides;

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


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

**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 a contract be awarded for the purchase and delivery of Continuing Education course guides to Evergreen Printing Company, 101 Haag Avenue, Bellmawr, NJ 08031 in the amount of \$65,400.57.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE FUNDING FROM THE RGK FOUNDATION**

**WHEREAS**, Rowan College at Gloucester County seeks funding in the amount of \$50,000 from the RGK Foundation.

**WHEREAS**, the RGK Foundation, an independent foundation begun in 1966 by Ronya and George Kozmetsky, supports programs that focus on teacher development and higher education.


**WHEREAS**, this proposal seeks to establish an Adjunct Academy to integrate adjunct faculty members into the academic life of the College and simultaneously provide professional development and opportunities for recognition.

**WHEREAS**, this proposal seeks to redefine the adjunct position and repurpose the time they spend at the College.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs approval of the resolution to apply and, upon award, approval to accept and sign for funding from the RGK Foundation for the period of January 1, 2015 – December 31, 2015 in the amount of \$50,000.00.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE TO APPLY AND, UPON AWARD,  
APPROVAL TO ACCEPT AND SIGN FOR FUNDING FROM THE  
U.S. DEPARTMENT OF EDUCATION, FUND FOR THE IMPROVEMENT  
OF POSTSECONDARY EDUCATION FIRST IN THE WORLD  
DEVELOPMENT GRANT PROGRAM**

**WHEREAS**, Rowan College at Gloucester County hereby certifies that permission has been granted to apply and, upon award, approval to accept and sign for funding from the U.S. Department of Education, Fund for the Improvement of Postsecondary Education, First in the World Development Grant Program for the period of August 1, 2014 – June 30, 2018 in the amount of \$2,671,000;

**WHEREAS**, The First in the World Development Grant Program provides funds to higher education institutions to develop innovative approaches and strategies to improve higher education access and outcomes. Funding would support enrollment and completion rates of underrepresented, under-prepared or low-income students in Science, Technology, Engineering, and Mathematics (STEM) Degree and Certificate programs;

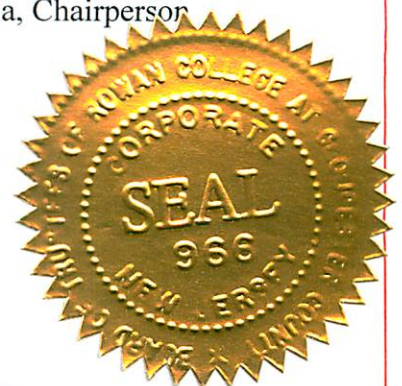
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs approval of the resolution to apply and, upon award, approval to accept and sign for funding from the U.S. Department of Education, Fund for the Improvement of Postsecondary Education, First in the World Development Grant Program for the period of August 1, 2014 – June 30, 2018 in the amount of \$2,671,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

Attested:

  
\_\_\_\_\_  
Jean L. DuBois, Secretary

  
\_\_\_\_\_  
Gene J. Concordia, Chairperson





**RESOLUTION TO APPROVE TO APPLY AND, UPON AWARD,  
ACCEPT AND SIGN FOR FUNDING FROM THE  
CARL D. PERKINS CAREER AND TECHNICAL  
EDUCATION IMPROVEMENT ACT OF 2006**

**WHEREAS**, Rowan College at Gloucester County hereby certifies that permission has been granted to apply and, upon award, accept and sign for funding from the Carl D. Perkins Career and Technical Education Improvement Act of 2006 for the period of July 1, 2014 – June 30, 2015 in the amount of \$263,612;

**WHEREAS**, the Perkins 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;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs approval of the resolution to apply and, upon award, accept and sign for funding from the Carl D. Perkins Career and Technical Education Improvement Act of 2006 for the period of July 1, 2014 – June 30, 2015 in the amount of \$263,612.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION TO APPLY AND UPON AWARD, APPROVAL TO ACCEPT FUNDING FROM THE STATE OF NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR THE WORKFORCE INVESTMENT ACT (WIA), TITLE II, ADULT EDUCATION LITERACY FOR THE CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAMS**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to apply and upon award, approve to accept funding for the Workforce Investment Act (WIA), Title II, Adult Education Literacy for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant programs

**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015 in the amount of \$274,350


**WHEREAS**, this program is designed to provide training in Adult Basic Education (ABE), English as a Second Language (ESL), and High School Equivalency (HSE). The objective is to provide services to increase academic ability, language skills, and employability skills of adults. In addition, the program will provide English literacy and civics education to adults in need. The program services must integrate English literacy and civics education in an educational program emphasizing contextualized instruction on the rights and responsibilities of citizenship, naturalization procedures, civic participation, and U.S. history and government.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to apply and upon award, approval to accept funding from the State of New Jersey Department of Labor and Workforce Development for the Workforce Investment Act (WIA) Title II, Adult Education Literacy for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2014-June 30, 2015 in the amount of \$274,350.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

Attested:

  
\_\_\_\_\_  
Jean L. DuBois, Secretary

  
\_\_\_\_\_  
Gene J. Concordia, Chairperson





Faint, illegible text at the top of the page, possibly a header or title.

Second block of faint, illegible text.

Third block of faint, illegible text.

Fourth block of faint, illegible text.

Fifth block of faint, illegible text.

Sixth block of faint, illegible text.



Handwritten signature or stamp.


Handwritten signature or stamp.

**BOARD RESOLUTION TO APPLY  
CONSOLIDATED ADULT BASIC SKILLS  
and  
INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT  
PROGRAMS  
July 1, 2014 - June 30, 2015**

Agency Name: Rowan College at Gloucester County Contract Number: ABS-FY2015-003

The Rowan College at Gloucester County Board\* hereby certifies that permission has been granted to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education discretionary grant program for the purposes described in the application, in the amount of, \$274,350, starting on July 1, 2014 and ending on June 30, 2015.

The filing of this application was authorized at the Board meeting held on, July 29, 2014. I certify that the information presented is correct.

  
Secretary of the Board (Lead Agency)\*  
Date 7.29.14

Please identify partners:

Partner Name				Total Amount	Number of Clients	
		Federal Employer ID#	Duns#		ABE/ESL	IELCE
Lead Agency	Rowan College at Gloucester County	22-6088440	069884633	264,350	196	61
Partner 1	Literacy New Jersey of Gloucester County	22-2638910	072335198	10,000	5	5
Partner 2						
Partner 3						
Partner 4						
Partner 5						
Partner 6						
Partner 7						
Partner 8						
Partner 9						
Partner 10						
Partner 11						
Partner 12						
Partner 13						
Totals				274,350	201	66

\*For applicants that do not have a Board of Education, Board of Directors, or other similar governing body, the applicant should identify the body or individual who is legally authorized to approve the agency's application for grant funds.



**BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE GLOUCESTER COUNTY DIVISION OF HEALTH AND SENIOR SERVICES FOR THE R.S.V.P. SENIOR CORPS/COMMUNITY SERVICE CORPS FRIENDLY VISITOR FOCUSING ON READING & WRITING PROGRAM GRANT**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to apply and upon approval, accept funding for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor Focusing on Reading & Writing Program Grant, and

**WHEREAS**, the period of the program will be January 1, 2015 – December 31, 2015 in the amount of \$2,500, and

**WHEREAS**, This program is designed to provide friendly visitors to administer reading/writing assistance to isolated and homebound seniors. This program will be facilitated to promote self-improvement, enhancement of the quality of life, and improvement of self-care, advocacy, protection and dignity.

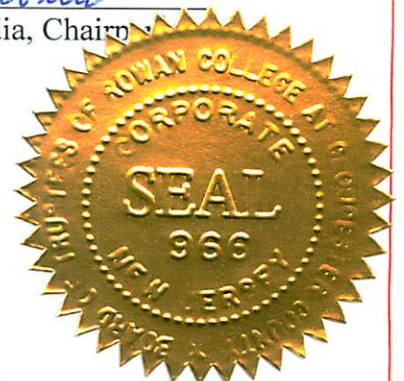
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to apply and upon approval, accept funding from the Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor Focusing on Reading & Writing Program Grant for the period of January 1, 2015 to December 31, 2015 in the amount of \$2,500.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

Attested:

  
\_\_\_\_\_  
Jean L. DuBois, Secretary

  
\_\_\_\_\_  
Gene J. Concordia, Chairman





**BOARD RESOLUTION TO ACCEPT FUNDING ASSOCIATED WITH THE  
EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM  
SUPPORT BUDGET FOR ACADEMIC YEAR 2015**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept funding associated with the Educational Opportunity fund (EOF) Article IV Program Support Budget for the Academic Year 2015

**WHEREAS**, the period of the program will be for the Academic Year 2015

**WHEREAS**, 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.

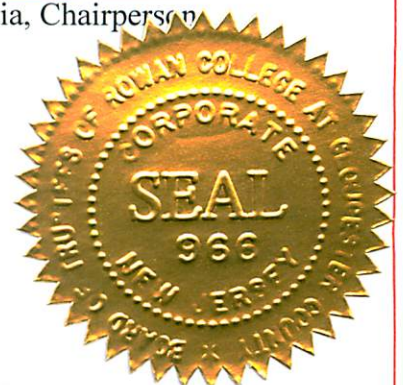
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept funding associated with the Educational Opportunity Fund (EOF) Article IV Program Support Budget for academic Year 2015 from the Office of the Secretary of Higher Education in the amount of \$106,164 for the Academic Year 2015.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION FOR CENTER FOR PEOPLE IN TRANSITION  
TO ACCEPT FUNDING FROM PASCALE SYKES  
PEOPLE FOR PEOPLE FOUNDATION  
HEART OF GLOUCESTER COUNTY  
RESOURCE SYSTEM BUILDING FAMILY SELF-SUFFICIENCY**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted for the Center for People in Transition to accept funding from the Pascale Sykes Foundation with People for People Foundation as the lead agency of the collaborative effort Heart of Gloucester County Resource System for Building Family Self-Sufficiency

**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015 in the amount of \$22,000, and

**WHEREAS**, the Center for People in Transition will provide Life-Skills educational workshops to Gloucester County families in building self-sufficiency and provide more effective family case management,

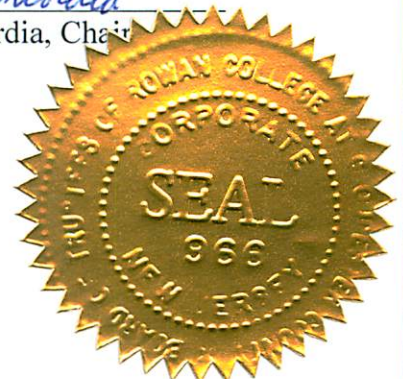
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution for the Center for People in Transition to accept funding from the Pascale Sykes Foundation with People for People Foundation as the lead agency of the collaborative effort, Heart of Gloucester County Resource System for Building Family Self-Sufficiency for the period of July 1, 2014 to June 30, 2015 in the amount of \$22,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

Attested:

  
Jean L. DuBois, Secretary

  
Gene J. Concordia, Chair





**RESOLUTION TO ACCEPT FUNDING FOR THE DISPLACED  
HOMEMAKERS PROGRAM GRANT FROM THE UNITED WAY OF  
GLOUCESTER COUNTY**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to accept funding from the United Way of Gloucester County for the Displaced Homemakers Program

**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015 in the amount of \$50,000

**WHEREAS**, 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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution for the Center for People in Transition to accept funding from the United Way of Gloucester County for the Displaced Homemakers Program grant for the period of July 1, 2014-June 30, 2015 in the amount of \$50,000

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





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

**WHEREAS**, Rowan College at Gloucester County's 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 Camden and Rowan College at Gloucester County

**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015

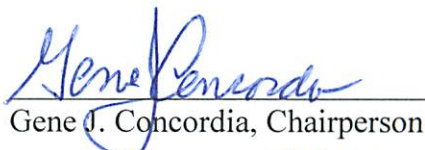
**WHEREAS**, this agreement authorizes Rowan College at Gloucester County to serve as an authorized "Training Provider" providing training services for individuals who are eligible for benefits under the 1992 NJ Employment Workforce Development Act

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign the Workforce Investment Act Training Provider Agreement between the County of Camden and Rowan College at Gloucester County for the period of July 1, 2014 to June 30, 2015.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

Attested:

  
Jean L. DuBois, Secretary

  
Gene J. Concordia, Chairperson





**BOARD RESOLUTION TO ACCEPT AND SIGN A CONTRACT BETWEEN  
THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE  
DEVELOPMENT AND ROWAN COLLEGE AT GLOUCESTER COUNTY  
FOR THE LITERACY INNOVATIONS GRANT**


**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept and sign a contract between the New Jersey Department of Labor and Workforce Development for the Literacy Innovations Grant


**WHEREAS**, the period of the program will be July 1, 2014 – June 30, 2015 in the amount of \$150,000

**WHEREAS**, the purpose of the Literacy Innovations Grant is to strengthen New Jersey's literacy system for all users by encouraging innovative approaches, supporting creative teaching and learning strategies, and the development of cutting-edge literacy curriculum.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign a contract between the New Jersey Department of Labor and Workforce Development for the Literacy Innovations Grant for the period of July 1, 2014-June 30, 2015 in the amount of \$150,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 29, 2014.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





ROWAN COLLEGE at GLOUCESTER COUNTY  
Sewell, NJ 08080  
BOARD MEETING  
PERSONNEL ACTIONS

DATE: 07/29/2014

STATEMENT OF FACTS:

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

**Schedule of Special Services Contracts for 2014-2015 (see attached)**

**Eight (8) Appointments:**

Title	Reason for Vacancy	Name	Salary	Effective Date
Instructor I, Business Studies	Resignation	Diane Trace	\$42,500 per annum	9/1/2014
Instructor I, HPER	Resignation	Timothy Schmitz	\$42,500 per annum	9/1/2014
Instructor I, HPER	Resignation	Robert Valli	\$45,000 per annum	9/1/2014
Instructor I, Sociology	Resignation	Andrea Dawn Tawwater	\$42,500 per annum	9/1/2014
Team Coordinator III, Admissions, Student Services	Resignation	Christy Clifford	\$14.12 per hour	8/4/2014
Senior Account/Internal Auditor	Resignation	Mary Anne Seville	\$52,000 per annum, prorated	7/28/2014
Director, Purchasing Operations	New Position	Mark Zorzi	\$50,200 per annum, prorated	8/4/2014
Human Resources Benefits Manager	Resignation	Coryndi McFadden	\$40,000 per annum, prorated	8/11/2014

**One (1) Salary Adjustment:**

Position	Reason	Name	Salary	Effective Date
Vice President, Student Services	Attainment of MBA	Judith Atkinson	\$130,000 per annum*	7/1/2014

*\*Pursuant to Salary Band Adjustment*

**One (1) Sabbatical Request:**

Position	Name	Effective Date
Associate Professor, Business Studies	Mary Malinconico	9/1/2015

**Two (2) Resignations:**

Position	Name	Effective Date
Report Writer	Kevin Yang	8/1/2014
Instructor I, HPER	Kenneth Dickson	8/15/2014

**One (1) Part-Time Hire:**

Title	Reason for Vacancy	Name	Salary	Effective Date
Case Manager/Outreach Assistant	Reassignment	Madeline Miscenich	\$10.00 per hour	7/28/2014

**Twenty-two (22) Additions to the 2014-15 Adjunct List:**

<b>Name</b>	<b>Division</b>
Douglas Scappa	Business Studies
Dr. Robin Weinstein	Business Studies
Christopher Retzbach	Business Studies
Justin List	Athletics
Patricia Applegate	Liberal Arts
Lauren Birdsong	Liberal Arts
Trippleteen Branch	Liberal Arts
Dana Durmala	Liberal Arts
Eugene Garone	Liberal Arts
Kristine Lafferty	Liberal Arts
Jean Watts	Liberal Arts
Geraldine Atkins	Liberal Arts
Courtney Plotts	Liberal Arts
Patti Sabla	Liberal Arts
Jack Shaw	Liberal Arts
Raymonique Davis	Liberal Arts
Heather Dolbow	Liberal Arts
Krystal Snyder	Liberal Arts
Michelle Gurcik	Nursing and Allied Health
Harry Nessler	Law and Justice
Leonard Paccione	Law and Justice
Frank Vespe	Law and Justice

**President's Recommendation:**

Recommend approval of actions listed above.

ROWAN COLLEGE at GLOUCESTER COUNTY  
Schedule of Special Service Contracts  
for Year 2014-15

***ADMINISTRATIVE SPECIAL SERVICES***

*President*

Presidential Public Relations (Victoria Gall) ..... \$1,000

*Academics*

Strategic Plan Facilitator (Margaret Resue) ..... \$2,000

Strategic Plan Coordinator (Karen Sitarski) ..... \$2,000

*Student Services*

PTK Advisor (John Ortiz) ..... \$ 2,700

PTK Assistant Advisor (Michael Rossini)..... \$ 2,700

Designated International Student Liaison (Teresa Nate).. \$ 1,700

Designated Veterans Service Liaison (Jeffrey Burns)..... \$ 1,700

***CULTURAL ENRICHMENT SPECIAL SERVICES***

Coordinator, RCGC Commission for Arts & Humanities (Diane Macris). \$2,500

*Fine Arts*

Art Gallery Curator (Dr. E. Ross Beitzel)..... \$ 2,500

Art Gallery Director (Eoin Kinnarney)..... \$ 4,900

Humanities Club Director (Anna Kehnast) ..... \$ 3,700

Photography Services Director (David Coates) ..... \$ 3,700

Theatre & Drama Director (Rose Gruber)..... \$ 4,900

Direction of the Theater (Rose Gruber) ..... \$ 2,400

*Chorus*

Community Chorus Director (Lawrence DePasquale)..... \$ 4,900

Conductor of Community Chorus(Lawrence DePasquale) \$ 1,300

Community Chorus Assistant (Lisa Parker)..... \$ 1,700

Community Chorus Accompanist (David Anderson)..... \$ 2,300



RESOLUTION OF THE BOARD OF TRUSTEES OF  
GLOUCESTER COUNTY COLLEGE  
AWARDING RANK OF PROFESSOR EMERITUS

**Joseph Manganello**

**WHEREAS**, the Gloucester County College Board of Trustees honors outstanding retirees by bestowing upon them the rank of Professor Emeritus; and

**WHEREAS**, the President has recommended that **Joseph Manganello** be awarded the rank of Professor Emeritus. **Joseph Manganello** earned his bachelor's degree from the University of Scranton and his master's from Bucknell University. He came to Gloucester County College in 1969 as an Instructor and was promoted to the rank of Assistant Professor in 1972. He taught psychology for all 45 years and also taught philosophy, statistics and ethics for brief stretches; and

**WHEREAS**, **Joseph Manganello**, made numerous contributions such as being the first GCC baseball team coach, serving as the cross country team coach and being the Candle Burner's Club moderator for ten years. He also served four terms as Union President and was on the Gloucester County Board of Chosen Freeholders for eight years; and


**WHEREAS**, **Joseph Manganello** taught and influenced the lives of many students while teaching, advising, and mentoring students. He was a strong proponent of the college's one-on-one faculty-student mission and taught over 10,000 students.

**NOW THEREFORE BE IT RESOLVED** that in recognition of his 45 years of exemplary service, dedication and loyalty to the Gloucester County College community, **Joseph Manganello** be awarded the rank of Professor Emeritus, including all the rights and privileges thereof, upon his retirement.

**BE IT FURTHER RESOLVED** that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to **Joseph Manganello** as a token of the Board's recognition and appreciation for his services.

**ADOPTED** at a meeting of the Board of Trustees of Gloucester County College held on July 29, 2014.

  
Gene J. Concordia, Chairperson

  
Jean L. DuBois, Secretary

