



**Rowan College**  
of SOUTH JERSEY  
**BOARD OF TRUSTEES MEETING**

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**REORGANIZATION & REGULAR SESSION MINUTES**  
**November 5, 2019**

Chair Gene Concordia called the Reorganization & Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:03 p.m. in the Cafeteria Annex in the Eugene J. McCaffrey College Center on the Gloucester Campus.

Meg Resue, Special Assistant to President and Board of Trustees, read the Open Public Meetings Act Statement: "In compliance with the 'Open Public Meetings Act' of the State of New Jersey, adequate notice of this meeting of the Rowan College of South Jersey Board of Trustees was provided by the forwarding of a notice on July 15, 2019, to *The South Jersey Times*, *The Courier Post*, the Gloucester and Cumberland County Freeholder Directors, Education Liaisons, Administrators, and both campus college communities."

Meg Resue then led the Pledge of Allegiance.

Roll call followed by Jean DuBois:

**Members Present:**

Mr. Gene Concordia  
Mr. Len Daws  
Ms. Jean DuBois  
Rev. Dr. James Dunkins\*  
Ms. Garcia Balicki, Esq. (6:21pm)  
Mr. Benjamin Griffith  
Ms. Ruby Love  
Ms. Donna Perez  
Mr. Douglas Wills, Esq.  
Dr. Frederick Keating, President, Ex-Officio

\*Currently non-voting member pending NJ Governor's confirmation.

**Members Absent:**

Ms. Ave' Altersitz  
Mr. Ken Mecouch  
Ms. Leslie White-Coursey

**Advisors Present**

Mr. Chris Gibson, Esq.  
Ms. Jen Hoxworth, Faculty Rep.  
Ms. Jen Yager, College Assembly Rep.  
Ms. Harleigh Strubinger, SGA Rep.

Chair Gene Concordia welcomed everyone present for the evening and acknowledged the Faculty, College Assembly and Student Government Association representatives.

**STUDENT RECOGNITION**

Brian Rowan, Executive Director, Athletics introduced Coaches Rebecca Pierson and Danielle Phillips who presented the Roadrunner Women's Volleyball team in recognition of winning their first Garden State Athletic Conference Championship. Each of the athletes, as listed below, addressed the Board and shared personal information about themselves and their future plans. Each was presented with a campus bookstore gift card in recognition of their accomplishment by the Board of Trustees.

Katie Burrichter	Dominique Marcano	Samantha Kosche	Lauren Coffey	Syasia Bryant
Elexus Hamilton	Macenzie Long	Lina Russo	Taylor Caldas	Anna Kennedy

Judy Atkinson, VP, Academic Services introduced Samantha VanKooy, Executive Director, Student Engagement and introduced the new Student Government Association (SGA) student leadership to the Trustees (as listed below), and each student introduced themselves and shared a little about themselves.

Harleigh Strubinger - President	Israt Jashim, VP, Club Development
Ashley Johnson – Exec. Vice President	Rachel Bazilian, VP, Event Promotion
Morgan Keener – VP, Community Outreach	Samantha Bicking, Treasurer
Alyssia Marshall – VP, Philanthropy	

At 6:24 p.m. a five-minute break was taken and at 6:29 p.m. the reorganization portion of the agenda commenced.

## **Reorganization of the RCSJ Board of Trustees**

### **BOARD OFFICER NOMINATIONS**

#### **Chair**

Chair Gene J. Concordia appointed Dr. Frederick Keating as Acting Secretary and relinquished the Chair. Dr. Keating, as Acting Secretary, opened nominations for the position of Chair. Trustee Doug Wills nominated Mr. Gene J. Concordia, seconded by Trustee DuBois. Trustee Wills made a motion to close nominations, seconded by Trustee Love. The motion to appoint Mr. Concordia as Chair was unanimously passed, with the exception of non-vote status for both Dr. Dunkins (pending NJ Governor confirmation) and with Mr. Concordia abstaining. Mr. Gene J. Concordia was declared Chair.

#### **Vice Chair**

Chair Concordia opened the floor for nominations for the position of Vice Chair. Trustee Griffith nominated Ms. Donna Perez, seconded by Trustee Wills. Trustee Griffith moved to close the nominations and Trustee DuBois seconded the motion. The motion to appoint Ms. Perez as Vice Chair was unanimously passed, with the exception of non-vote status for both Dr. Dunkins (pending NJ Governor confirmation), and with Ms. Perez abstaining. Ms. Donna Perez was declared Vice Chair.

#### **Secretary**

Chair Concordia opened the floor for nominations for the position of Secretary. Trustee Daws nominated Ms. Jean DuBois, seconded by Trustee Perez. Trustee Daws moved to close the nominations and Trustee Love seconded the motion. The motion to appoint Ms. DuBois as Secretary was unanimously passed, with the exception of non-vote status for Dr. Dunkins (pending NJ Governor confirmation) and with Ms. DuBois abstaining. Ms. Jean DuBois was declared Secretary.

#### **Treasurer**

Chair Concordia opened the floor for nominations for the position of Treasurer. Trustee Balicki nominated Ms. Ruby Love, seconded by Trustee Wills. Trustee Balicki moved to close the nominations and Trustee DuBois seconded the motion. The motion to appoint Ms. Love as Treasurer was unanimously passed, with the exception of non-vote status for Dr. Dunkins (pending NJ Governor confirmation) and with Ms. Love abstaining. Ms. Ruby Love was declared Treasurer.

**PROFESSIONAL APPOINTMENTS, MEETING DATES, PLACES AND TIMES,  
CONTRACTING AGENTS AND OFFICIAL NEWSPAPERS**

On the recommendation of the President, Trustee Perez made a motion, seconded by Trustee Griffith and passed, to approve the Professional Appointments contracts, Meeting Dates, Places and Times, Contracting Agents and Official Newspapers as listed:

**Professional Appointments**

- Garrison Architects – architectural services;
- Federici & Akin, P.A. Consulting – civil engineering services;
- Angelini, Viniar and Freedman, L.L.P. – construction legal services;
- Greyhawk Construction Managers & Consultants – construction manager services;
- Archer & Greiner P.C. – general legal services;
- Miller-Remick LLC – mechanical/electrical HVAC engineering services; and
- Brown & Connery L.L.P. and Grace, Marmero & Associates – labor related legal services.

**Meeting Dates, Place and Times-January through June 2019**

<b>DATE</b>	<b>LOCATION</b>	<b>TIME</b>
Tues., 12/10/2019	Gloucester Campus - Faculty/Staff Lounge, College Center (Conf. Call)	6 p.m.
Tues., 1/14/2020	Cumberland Campus - Exec. Board Room, Conference Center	6 p.m.
Tues., 3/10/2020	Gloucester Campus - Dining Room Annex, College Center	6 p.m.
Tues., 4/14/2020	Cumberland Campus - Exec. Board Room, Conference Center	6 p.m.
Tues., 6/9/2020	Gloucester Campus - Dining Room Annex, College Center	6 p.m.
Tues., 7/14/2020	Cumberland Campus - Exec. Board Room, Conference Center (Conf. Call)	6 p.m.
Tues., 9/8/2020	Cumberland Campus - Exec. Board Room, Conference Center	6 p.m.
Tues., 10/13/2020	Gloucester Campus - Faculty/Staff Lounge, College Center (Conf. Call)	6 p.m.
Tues., 11/10/2020	Gloucester Campus - Dining Room Annex, College Center (Reorg/Reg. Mtg)	6 p.m.
Tues., 12/8/2020	Gloucester Campus - Faculty/Staff Lounge, College Center (Conf. Call)	6 p.m.

\*All Seminars and committee meetings will take place as scheduled.

**Designation of Contracting Agents: (Resolution attached)**

- Dr. Frederick Keating
- Mr. Dominick Burzichelli
- Ms. Cheryl Lewis

**Designation of Official Newspapers**

- *South Jersey Times*
- *Courier Post*
- *The Daily Journal*
- *The Atlantic City Press*

At 6:32 p.m. the Regular Meeting of the Board commenced.

**Regular Session Meeting of the RCSJ Board of Trustees**

### **AGENDA SPECIFIC PUBLIC COMMENT**

No comments were received when asked by Chair Concordia.

### **ACCEPTANCE OF MINUTES**

- The October 1, 2019 Regular Session Meeting Minutes were approved as published.

### **FINANCE**

At the request of Trustee Griffith, Ms. Cheryl Lewis, Executive Director, Financial Services gave an update on the College's finances.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending September 30, 2019: The monthly operating reports of revenues and expenditures were presented to the Board. (Statements attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee DuBois and unanimously approved a resolution as follows:

1. Revised FY2020 Tuition and Fee Schedule - Gloucester (attached)

### **PLANNING/FACILITIES**

President Keating, in the absence of Mr. Burzichelli, provide a brief overview of the Campus Security Crime Statistics for both campuses and the listed agenda items.

Informational Items: Campus Safety Crime Statistics Reports – Rowan College of South Jersey Campus Safety Crime Statistics for September 15, 2019 – October 14, 2019 (both campuses). (attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Perez, unanimously approving the following items: (resolution attached)

1. A lease agreement between RCSJ and Temple Vision Inc.;
2. A Cooperative Pricing Agreement with Camden County Educational Services Commission;
3. To enter into an agreement with Central Jersey Equipment;
4. To enter into an agreement with Dynamic Security;
5. Accept change order one (1) as submitted by Hall Building Corp;
6. To enter into an agreement with Kane Communications; and
7. To enter into a purchase agreement with Winner Ford.

### **PERSONNEL**

President Keating, in the absence of Mr. Burzichelli, provide a brief overview of the personnel actions.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Love, unanimously approving the following as presented: (attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

### **ACADEMIC SERVICES**

Dr. Brenden Rickards, Provost, Vice President noted that Middle States Commission on Higher Education (MSCHE) would be visiting the Gloucester and Cumberland campuses and Bozarth Hall in Glassboro tomorrow (November 6) and anticipates “smooth sailing”. Another MSCHE visit is being planned for next March and as details develop he will update the Board. He then reviewed the items for approval as listed below.

On the recommendation of the President, Trust-ee Balicki made a motion, seconded by Trustee Perez, unanimously approving the following items: (resolutions attached)

1. For Academic Services to offer the following degrees: an Associate in Arts degree in Psychology (both campuses), an Associate Degree in Applied Science: Surveying Engineering Technology (Gloucester campus), an Associate in Science: Advanced & Continuous Studies (both campuses), and an Associate in Science in Criminal Justice: Emergency Management Option (Gloucester campus);
2. Apply and upon approval, accept funding from the NJCCC, Center for Success, College Readiness Now VI Grant (individually for both the Cumberland and Gloucester campuses);
3. Apply and upon approval, accept funding from the NJ Office of the Attorney General, Dept. of Law & Public Safety, Law Officers Training & Equipment Fund grant;
4. To accept funding from the Christian R. & Mary F. Lindback Foundation for the 2019-2020 Lindback Distinguished Teaching Award;
5. A MOU between Rowan University and RCSJ-Gloucester Campus as a facility for the education of students in Osteopathic Medicine per the agreement;
6. To enter into an agreement with Bergen Community College for Scaling Apprenticeships through Sector Based Strategies Project (Healthworks);
7. To enter into a contract between Revive South Jersey and RCSJ-Cumberland Campus;
8. Apply and upon approval, accept funding from the New Jersey Dept. of Human Services, Division of Aging for the R.S.V.P. Senior Corps Medicare Improvements for Patients and Providers Act (MIPPA) – Gloucester Campus; and
9. To sign a contract between the County of Gloucester and RCSJ-Cumberland Campus for Occupational & Educational Training Services.

### **STUDENT SERVICES**

Ms. Judy Atkinson, VP, Student Services informed the Trustees that the Gloucester Campus was the recent host site for the PTK Middle States Eastern Leadership Conference to which advisors and students are invited. The conference was held on a Saturday and despite being a weekend, managed to attract 185 student attendees. She also noted a successful turn-out for the Gloucester Campus Open House that piggy-backed with the GCPCA College Night, which provided an opportunity for those attendees to come see what RCSJ has to offer.

#### *Student Government Association*

Ms. Harleigh Strubinger, President indicated that SGA was focusing on their annual Giving Tree project that collects donated gifts to distribute to local families to make every child’s holiday merry and bright.

### **INNOVATION & TECHNOLOGY**

Josh Piddington, VP & CIO introduced Beth Beacroft, Assistant Dean provided a presentation on the Online Campus Initiative to kick-off Fall 2020, with the goal of attracting and connecting to new students with a focus on targeting non-traditional adult learners. They also noted the current development and research being done on Open Educational Resources (OER) that has the potential to save students significant money on textbook expenditures. The Trustees were shown a brief video on OER.

### **CUMBERLAND BRANCH CAMPUS**

Dr. Jim Piccone, Vice President & CAO started out his report with the presentation of the Cumberland Campus Foundation's newsletter providing a variety of informational pieces pertaining to the Branch Campus. He thanked Brigette Satchell for her work getting the ACT Center program underway at Cumberland and is looking forward to recruiting students in near future, as well as anticipating a Bridge Grant and partnership with Cumberland County to help fund the program with a focus on workforce readiness. Dr. Piccone mentioned the plans for the Alms Center as a result of the approved lease agreement resolution this evening under the Planning/Facilities section. He also mentioned the successes of a variety of events that had recently taken place on the Cumberland Campus.

### **FOUNDATION & ALUMNI RELATIONS**

Mr. Cody Miller, Director informed the Board that the Miles for Mile 5K fundraiser was a success garnering \$4,500 for MILE program support; this reflects the most money the Foundation has raised thus far for this event. He also noted the upcoming Alumni Hall of Fame Dinner December 16<sup>th</sup> at 6:00 p.m. with a reception at 5:30 p.m. to take place on the Gloucester Campus. In addition, the Gloucester Naming Committee met this evening regarding a donor who has reached a level that merits potential naming rights, and this will be brought forward at the next board meeting for approval.

### **POLICY**

In Sandy Evans' absence, Meg Resue provided the policy update and indicated the policy office continues to be busy and is actively working with Student Services, Academic Services and the Cumberland Branch policy and procedure revisions.

As a member of the international Association of College & University Policy Administrators (ACUPA), Sandy and others were able to participate in a webinar in real time to listen to responses by experienced policy administrators on previously submitted membership questions, which facilitates establishing best practices in consideration of College's needs.

### **INSTITUTIONAL ADVANCEMENT**

Susan Nardelli, Special Assistant to the President updated the Trustees on the College's continuing marketing strategy that takes the institution beyond the merger with a theme of "Opportunity Reimagined" opportunities. She reviewed broad mix of digital and traditional print forms being used to get the message out to the community.

### **PRESIDENT'S REPORT**

Dr. Keating provided the Trustees with an update on the Strategic Plan 2020-2023 progress and strategy toward development and implementation. (Presentation attached)

**DATES-TO-REMEMBER**

Meg Resue, Special Assistant to President and Board of Trustees informed the Board that while she had emailed the them the dates-to-remember, there were late additions, so she would send an updated version, as well as the approved schedule of Board meetings by Friday. She also reminded the Trustees that the next board meeting was December 10<sup>th</sup> to be conducted by conference call originating from the Gloucester campus.

**PUBLIC PORTION**

Chair Concordia asked if there were any public comments.

Dr. Martin informed everyone the College has “style and substance”, and how exciting it is to hear about all that is happening at RCSJ. She wished everyone a wonderful happy Thanksgiving.

**CLOSED SESSION**

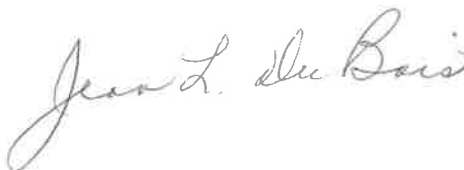
At 7:47 p.m., Meg Resue read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Griffith made a motion to approve the resolution, seconded by Trustee Wills. The motion was unanimously approved.

At 7:05 p.m., Trustee Love made a motion, seconded by Trustee Daws. The motion was unanimously approved to end the Close Session, return to and adjourn the Regular meeting.

**ADJOURNMENT**

At 7:05 p.m., Trustee Love made a motion, seconded by Trustee Daws. The motion was unanimously approved to adjourn the meeting.

Respectfully submitted,



Jean L. DuBois, Secretary

Notes taken by Meg Resue

  
**BOARD OF TRUSTEES MEETING**

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**CLOSED SESSION MINUTES**  
**November 5, 2019**

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**Members Present:**

Mr. Gene Concordia  
Mr. Len Daws  
Ms. Jean DuBois  
Rev. Dr. James Dunkins  
Ms. Garcia Balicki, Esq.  
Mr. Benjamin Griffith  
Ms. Ruby Love  
Ms. Donna Perez  
Mr. Douglas Wills, Esq.  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Ms. Ave' Altersitz  
Mr. Ken Mecouch  
Ms. Leslie White-Coursey

**Advisors Present**

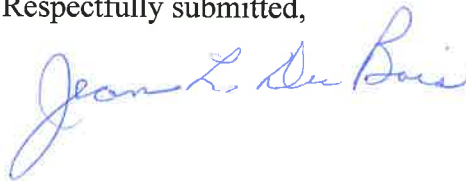
Mr. Chris Gibson, Esq.

**Potential Contract for Purchase and Sale of College Asset**

President Keating and Mr. Burzichelli discussed a potential contract for the purchase and sale of a Gloucester campus asset.

At 7:05 p.m., Trustee Love made a motion, seconded by Trustee Daws and unanimously approved to end the Close Session and return and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE ARCHITECTURAL SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Architectural Services; and


**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

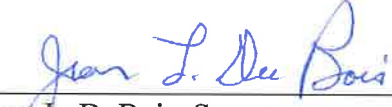
**WHEREAS**, the College's administration has determined that Garrison Architects has met the criteria as specified; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement Garrison Architects to provide professional architectural services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE CIVIL ENGINEERING SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Civil Engineering Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

**WHEREAS**, eleven proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Federici & Akin, P.A. Consulting Engineers has met the criteria as specified; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Federici & Akin, P.A. Consulting to provide professional Civil Engineering Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE CONSTRUCTION LEGAL SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Construction Legal Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and


**WHEREAS**, seven proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Angelini, Viniar and Freedman, L.L.P. has met the criteria as specified; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Angelini, Viniar and Freedman, L.L.P. to provide professional Construction Legal Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE CONSTRUCTION MANAGER SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Construction Manager Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

**WHEREAS**, nine proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Greyhawk Construction Managers & Consultants has met the criteria as specified; and

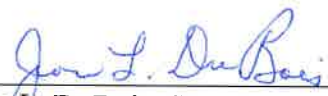
**WHEREAS**, the Chief Financial Officer of the college has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Greyhawk Construction Managers & Consultants to provide professional Construction Manager Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE SOLICITOR/GENERAL COUNSEL LEGAL SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional General Legal Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

**WHEREAS**, four proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Archer & Greiner P.C. has met the criteria as specified; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Archer & Greiner P.C. to provide professional General Legal Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE MECHANICAL-ELECTRICAL HVAC ENGINEERING SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Mechanical-Electrical HVAC Engineering Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

**WHEREAS**, nine proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Miller-Remick LLC has met the criteria as specified; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Miller-Remick LLC to provide professional Mechanical-Electrical HVAC Engineering Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE LABOR RELATED LEGAL SERVICES**

**WHEREAS**, Rowan College of South Jersey has a need to acquire professional Labor Related Legal Services; and

**WHEREAS**, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

**WHEREAS**, six proposals were received and publicly opened; and

**WHEREAS**, the College's administration has determined that Brown & Connery L.L.P. and Grace, Marmero & Associates have met the criteria as specified; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Brown & Connery L.L.P. (Gloucester campus) and Grace, Marmero & Associates L.L.P. (Cumberland campus) to provide professional Labor Related Legal Services on an as needed basis for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO DESIGNATE CONTRACTING AGENTS**

**WHEREAS**, under the County College Contracts Law (NJSA 18A:64) the College Board of Trustees shall appoint a "Contracting Agent" having the power to advertise for and receive bids and to make awards for the County College in connection with purchases, contracts or agreements permitted by this article; and


**WHEREAS**, in order to ensure the effective operations of the College, it is proposed that the Board designate the individuals listed below as official College Contracting Agents; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees designates the following people as official College Contracting Agents:

1. Dr. Frederick Keating, President
2. Dominick J. Burzichelli, Vice President & Chief Operating Officer
3. Cheryl Lewis, Executive Director, Financial Services
4. Edward Myers, Controller of Purchasing Services

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING SEPTEMBER 30, 2019

	9/30/2019		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 24,944,624	\$ 13,014,341	\$ (11,930,283)
Police Academy - Tuition	80,000	16,200	(63,800)
Fire Academy - Tuition	52,000	6,485	(45,515)
Continuing Education	2,296,000	549,402	(1,746,598)
Fees	14,136,654	6,972,265	(7,164,389)
Out of County	290,000	7,696	(282,304)
<b>Government Appropriations</b>			
State	8,787,610	2,147,704	(6,639,906)
Police Academy - State Funding	198,523	49,631	(148,892)
Fire Academy - State Funding	9,430	2,358	(7,072)
Continuing Ed - State Funding	107,168	26,792	(80,376)
County	14,692,600	5,820,678	(8,871,922)
Other Revenues	964,300	315,428	(648,872)
Auxiliary Enterprises	1,365,500	196,162	(1,169,338)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
<b>Total Revenues</b>	<b>\$ 68,814,434</b>	<b>\$ 29,125,142</b>	<b>\$ (39,689,292)</b>
<b>Current Operating Expenditures</b>			
<b>Instruction - Total</b>			
Personnel - FT	10,089,024	1,294,475	8,794,549
Personnel - FT OT, OL, Misc	3,161,449	636,384	2,525,065
Benefits	3,673,629	818,074	2,855,555
Personnel - PT	4,613,839	633,404	3,980,435
Expenses	696,920	211,266	485,654
<b>Continuing Education - Total</b>			
Personnel - FT	653,428	162,038	491,390
Personnel - FT OT, OL, Misc	2,780	420	2,360
Benefits	476,996	85,630	391,366
Personnel - PT	534,786	152,211	382,575
Expenses	624,575	104,277	520,298

Police Academy - Total	\$ 538,030	\$ 117,141	\$ 420,889
Personnel - FT	258,312	63,386	194,926
Personnel - FT OT, OL, Misc	-	-	-
Benefits	203,683	36,395	167,288
Personnel - PT	34,529	7,204	27,325
Expenses	41,506	10,156	31,350
Fire Academy - Total	\$ 319,289	\$ 70,174	\$ 249,115
Personnel - FT	137,321	33,326	103,995
Personnel - FT OT, OL, Misc	6,049	519	5,530
Benefits	101,525	19,135	82,390
Personnel - PT	43,323	4,300	39,023
Expenses	31,071	12,894	18,177
Academic Support - Total	\$ 6,676,016	\$ 1,362,436	\$ 5,313,580
Personnel - FT	2,950,646	609,754	2,340,892
Personnel - FT OT, OL, Misc	83,129	10,652	72,477
Benefits	1,927,050	341,778	1,585,272
Personnel - PT	839,456	143,664	695,792
Expenses	875,735	256,588	619,147
Student Services - Total	\$ 13,548,964	\$ 2,982,496	\$ 10,566,468
Personnel - FT	6,513,363	1,566,565	4,946,798
Personnel - FT OT, OL, Misc	72,324	13,878	58,446
Benefits	4,559,941	884,509	3,675,432
Personnel - PT	871,387	175,737	695,650
Expenses	1,531,949	341,807	1,190,142
Institutional Support - Total	\$ 12,655,455	\$ 3,234,253	\$ 9,421,202
Personnel - FT	4,723,169	1,196,042	3,527,127
Personnel - FT OT, OL, Misc	940	4,005	(3,065)
Benefits	3,223,548	632,857	2,590,691
Personnel - PT	327,682	44,790	282,892
Expenses	4,380,116	1,356,559	3,023,557
Operating & Maintenance - Total	\$ 9,295,646	\$ 2,084,886	\$ 7,210,760
Personnel - FT	2,102,462	511,800	1,590,662
Personnel - FT OT, OL, Misc	112,455	17,366	95,089
Benefits	1,306,438	287,113	1,019,325
Personnel - PT	63,945	6,648	57,297
Expenses	5,710,346	1,261,959	4,448,387
Leasing Expenses	\$ 58,000	28,688	\$ 29,312
Retiree Benefits	\$ 566,100	88,267	\$ 477,833
Auxiliary Enterprises	\$ 379,508	52,071	\$ 327,437
Minor Capital	\$ 250,000	49,416	\$ 200,584
<b>Total Operating Expenditures</b>	<b>\$ 68,814,434</b>	<b>\$ 14,168,007</b>	<b>\$ 54,646,427</b>

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING SEPTEMBER 30, 2019  
Gloucester Campus

	9/30/2019		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 17,592,912	\$ 8,977,588	\$ (8,615,324)
Police Academy - Tuition	80,000	16,200	(63,800)
Fire Academy - Tuition	52,000	6,485	(45,515)
Continuing Education	1,250,000	237,846	(1,012,154)
Fees	10,727,684	5,359,775	(5,367,909)
Out of County	40,000	2,065	(37,935)
<b>Government Appropriations</b>			
State	5,487,610	1,279,488	(4,208,122)
Police Academy - State Funding	198,523	49,631	(148,892)
Fire Academy - State Funding	9,430	2,358	(7,073)
Continuing Ed - State Funding	107,168	26,792	(80,376)
County	8,100,000	4,172,528	(3,927,472)
Other Revenues	246,800	50,847	(195,953)
Auxiliary Enterprises	605,500	78,532	(526,968)
Reserve from FY19			-
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
<b>Total Revenues</b>	<b>\$ 44,887,652</b>	<b>\$ 20,260,134</b>	<b>\$ (24,627,518)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 13,850,763	\$ 2,433,989	\$ 11,416,774
Personnel - FT	7,197,908	940,866	6,257,042
Personnel - FT OT, OL, Misc	2,180,449	490,319	1,690,130
Benefits	1,331,629	540,223	791,406
Personnel - PT	2,802,457	341,847	2,460,610
Expenses	338,320	120,734	217,586
Continuing Education - Total	\$ 1,625,212	\$ 313,996	\$ 1,311,216
Personnel - FT	459,350	111,970	347,380
Personnel - FT OT, OL, Misc	2,780	420	2,360
Benefits	376,996	64,290	312,706
Personnel - PT	245,811	58,871	186,940
Expenses	540,275	78,445	461,830

Police Academy - Total	\$ 538,030	\$ 117,141	\$ 420,889
Personnel - FT	258,312	63,386	194,926
Personnel - FT OT, OL, Misc	-		-
Benefits	203,683	36,395	167,288
Personnel - PT	34,529	7,204	27,325
Expenses	41,506	10,156	31,350
Fire Academy - Total	\$ 319,289	\$ 70,174	\$ 249,115
Personnel - FT	137,321	33,326	103,995
Personnel - FT OT, OL, Misc	6,049	519	5,530
Benefits	101,525	19,135	82,390
Personnel - PT	43,323	4,300	39,023
Expenses	31,071	12,894	18,177
Academic Support - Total	\$ 4,001,266	\$ 897,559	\$ 3,103,707
Personnel - FT	1,622,357	384,123	1,238,234
Personnel - FT OT, OL, Misc	70,529	10,396	60,133
Benefits	1,225,400	220,554	1,004,846
Personnel - PT	478,190	83,804	394,386
Expenses	604,790	198,682	406,108
Student Services - Total	\$ 9,891,837	\$ 2,114,251	\$ 7,777,586
Personnel - FT	4,611,041	1,130,674	3,480,367
Personnel - FT OT, OL, Misc	68,425	13,380	55,045
Benefits	3,703,141	649,206	3,053,935
Personnel - PT	416,234	88,481	327,753
Expenses	1,092,996	232,510	860,486
Institutional Support - Total	\$ 7,728,637	\$ 1,840,482	\$ 5,888,155
Personnel - FT	2,896,405	741,126	2,155,279
Personnel - FT OT, OL, Misc	940	231	709
Benefits	2,433,748	425,537	2,008,211
Personnel - PT	146,542	28,404	118,138
Expenses	2,251,002	645,184	1,605,818
Operating & Maintenance - Total	\$ 6,218,010	\$ 1,378,257	\$ 4,839,753
Personnel - FT	1,987,395	476,800	1,510,595
Personnel - FT OT, OL, Misc	112,455	17,366	95,089
Benefits	1,253,538	273,767	979,771
Personnel - PT	45,315	6,648	38,667
Expenses	2,819,307	603,676	2,215,631
Leasing Expenses	\$ 58,000	28,688	\$ 29,312
Retiree Benefits	\$ 566,100	88,267	\$ 477,833
Auxiliary Enterprises	\$ 90,508	2,551	\$ 87,957
<b>Total Operating Expenditures</b>	<b>\$ 44,887,652</b>	<b>\$ 9,285,355</b>	<b>\$ 35,602,297</b>

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING SEPTEMBER 30, 2019  
Cumberland Campus

	9/30/2019		
	Budget Amount	Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 7,501,712	\$ 4,084,509	\$ (3,417,203)
Continuing Education	1,046,000	311,556	(734,444)
Fees	3,408,970	1,612,490	(1,796,480)
Out of County (Charge back)	250,000	5,631	(244,369)
Waivers	(150,000)	(47,756)	102,244
<b>Government Appropriations</b>			
State	3,300,000	868,218	(2,431,782)
County	6,592,600	1,648,150	(4,944,450)
<b>Other Revenues</b>			
Auxiliary Enterprises	717,500	264,581	(452,919)
	760,000	117,630	(642,370)
<b>Reserve from FY19</b>			
Drawdown from Unrestricted Fund Balance	500,000		(500,000)
			-
<b>Total Revenues</b>	<b>\$ 23,926,782</b>	<b>\$ 8,865,008</b>	<b>\$ (15,061,774)</b>
<b>Current Operating Expenditures</b>			
<b>Instruction - Total</b>			
Personnel - FT	\$ 8,384,099	\$ 1,159,615	\$ 7,224,484
Personnel - FT OT, OL, Misc	2,891,117	353,609	2,537,508
Benefits	981,000	146,065	834,935
Personnel - PT	2,342,000	277,851	2,064,149
Expenses	1,811,382	291,557	1,519,825
	358,600	90,532	268,068
<b>Continuing Education - Total</b>			
Personnel - FT	\$ 667,353	\$ 190,579	\$ 476,774
Personnel - FT OT, OL, Misc	194,078	50,068	144,010
Benefits	100,000	21,340	78,660
Personnel - PT	288,975	93,340	195,635
Expenses	84,300	25,832	58,468
<b>Academic Support - Total</b>			
Personnel - FT	\$ 2,337,666	\$ 409,778	\$ 1,927,888
Personnel - FT OT, OL, Misc	1,216,300	197,634	1,018,666
Benefits	12,600	256	12,344
Personnel - PT	634,500	103,874	530,626
Expenses	251,466	52,208	199,258
	222,800	55,807	166,993
<b>Student Services - Total</b>			
	\$ 3,657,134	\$ 868,245	\$ 2,788,889

Personnel - FT	1,902,322	435,891	1,466,431
Personnel - FT OT, OL, Misc	3,899	498	3,401
Benefits	856,800	235,303	621,497
Personnel - PT	455,153	87,256	367,897
Expenses	438,960	109,297	329,663
<b>Public Service - Total</b>	<b>\$ 337,089</b>	<b>\$ 55,098</b>	<b>\$ 281,991</b>
Personnel - FT	111,989	27,997	83,992
Personnel - FT OT, OL, Misc	-	-	-
Benefits	67,150	17,350	49,800
Personnel - PT	109,800	7,652	102,148
Expenses	48,150	2,099	46,051
<b>Institutional Support - Total</b>	<b>\$ 4,926,804</b>	<b>\$ 1,393,774</b>	<b>\$ 3,533,030</b>
Personnel - FT	1,826,764	454,916	1,371,848
Personnel - FT OT, OL, Misc	-	3,774	(3,774)
Benefits	789,800	207,320	582,480
Personnel - PT	181,140	16,386	164,754
Expenses	2,129,100	711,378	1,417,722
<b>Operating &amp; Maintenance - Total</b>	<b>\$ 3,077,637</b>	<b>\$ 706,628</b>	<b>\$ 2,371,009</b>
Personnel - FT	115,067	35,000	80,068
Personnel - FT OT, OL, Misc	-	-	-
Benefits	52,900	13,346	39,554
Personnel - PT	18,630	-	18,630
Expenses	2,891,040	658,283	2,232,757
Leasing Expenses	\$ -	-	\$ -
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ 250,000	49,416	\$ 200,584
Auxiliary Enterprises	\$ 289,000	49,520	\$ 239,480
<b>Total Operating Expenditures</b>	<b>\$ 23,926,782</b>	<b>\$ 4,882,652</b>	<b>\$ 19,044,130</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED FISCAL YEAR 2020 REVISED TUITION AND FEE SCHEDULE.**

**WHEREAS**, Rowan College of South Jersey - Gloucester campus has a need to revise the Fiscal Year 2020 tuition and fee schedule, and

**WHEREAS**, the revised Fiscal Year 2020 proposed tuition and fee schedule calls for a new Course Fee (F) to cover the cost of digital books being offered in certain online courses beginning with the Spring 2020; and

**WHEREAS**, the College will offer the digital book pricing at the cost pass-through rate provided by Barnes and Noble; and


**WHEREAS**, students will have the option to opt out of the digital book and it's cost up to and including the 10<sup>th</sup> day of the semester; and

**WHEREAS**, other fees may apply as appropriate;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019 that the Fiscal Year 2020 revised tuition and fees schedule had been approved.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held November 5, 2019.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary



**ROWAN COLLEGE SOUTH JERSEY  
GLOUCESTER CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective January 2020)**

<b><u>A) TUITION:</u></b>	<b><u>PER CREDIT</u></b>
Gloucester and Cumberland County residents	\$108.00
Out-of-County residents	136.00(1)
Out-of-State residents	280.00
International Students	300.00
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	
High School Dual Option	125.00**
\$125.00 per course – classes taken at HS if taken at RCGC pay HSOP rate	
Partnership Agreements	33% discount
Discount on tuition and per credit fees only	
Senior Citizens	100% discount
Discount on tuition only	

<b><u>B) REQUIRED FEES:</u></b>	<b><u>PER CREDIT</u></b>
General Service Fee	\$ 42.00
Capital Fee	2.00

<b><u>C) OTHER FEES:</u></b>	<b><u>PER OCCURRENCE</u></b>
Late Registration Fee (Full or Part-time)	20.00
Late Payment Fee	30.00
Graduation Fee	65.00
Payment Plan Fee	40.00
Transcripts – Standard Processing	5.00 per request
Transcripts – Expedited Processing	10.00 per request
Replacement Diploma	35.00
Lexis-Nexis Annual Fee	cost pass-through (3) currently \$40 per year
CCMA – Phlebotomy	cost pass through currently \$180 per class
CCMA – EKG	cost pass through currently \$180 per class
CCMA – Medical Assistant	cost pass through currently \$220 per class
Nurse Entrance Test fee	cost pass-through + \$25 administration (3)
HESI Exam Fee NUR 220	cost pass-through + \$25 administration (3)
Other Standardized Tests	cost pass-through + \$30 administration (3)
Nursing, Allied Health	\$1,500 per semester
Automotive Technology (beginning 2nd academic term)	\$1,000 per semester
Physical Therapist Assistant	\$1,000 per semester
Stop &/or Reissue Check Fee	cost pass-through + \$30 administrative fee
Returned Check Fee	cost pass-through + \$30 administrative fee
Reissue NMT Badge	cost pass through currently \$10
ID card replacement fee (lost cards)	10.00 per card
Liability Insurance (N/AH students only)	cost pass-through (5)



**ROWAN COLLEGE SOUTH JERSEY  
GLOUCESTER CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective January 2020)**

**(Continued)**

**D) COURSE FEES:**

<b><u>Fee Category</u></b>	<b><u>Courses Included</u></b>	
A	Materials Fee - Computer laboratory	25.00
B	Materials Fee - Art (some courses) Civil Engineering, Drafting Computer Graphic Arts	40.00 (7)
C	Materials Fee – Auto Tech, Science	75.00
F	First Day Digital Books (some online courses)	cost pass-through (8) currently \$43.75-\$84 per course
G	Lab Fee – 1 Contact	108.00 (7)
H	Lab Fee – 2 Contacts	216.00 (7)
I	Lab Fee – 3 Contacts	324.00 (7)
J	Materials Fee – DMS 106, DMS 210 DMS 221	50.00
K	Curriculum Review Fee	425.00
O	On-line Technology Fee	75.00
Q	Quickbooks Certification Fee – BUS 207	150.00
R	PTA Assessment Fee	200.00
S	PTA Clinical Fee	100.00
T	PTA Practice Exam Fee	150.00
W	Materials Fee – BIO 212 (Wetlands Institute)	250.00
Y	Honors Research Lab Fee – BIO 230	200.00

**ROWAN COLLEGE SOUTH JERSEY  
GLOUCESTER CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective January 2020)**

**(Continued)**

**REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY**

100% refund before semester begins

50% refund during partial refund period only

**PARKING FINES**

- (1) **Parking in a restricted lot without a permit - \$10 fine**
- (2) **Failure to register vehicle or display parking permit - \$10 fine**
- (3) **Parking in a fire lane or no parking zone - \$10 fine**
- (4) **Parking in a loading/visitor space beyond time limit - \$10**
- (5) **Parking in a manner which creates a hazard - \$10**
- (6) **Parking in more than one parking space - \$10**
- (7) **Parking in a handicapped area without a handicapped permit - \$25**
- (8) **Driving in a careless matter - \$25**
- (9) **Failure to stop for a pedestrian in a crosswalk - \$25**

**OFFICE OF STUDENT AFFAIRS FINES**

- (1) **Alcohol Related Violations (Use or possession under prohibited circumstances)**
  - a. **First violation - \$50 fine**
  - b. **Second violation - \$100 fine**
  - c. **Third violation - \$150 fine**
  
- (2) **Illegal Drug Related Violations\* (Use or possession of illegal drugs or drug paraphernalia)**
  - a. **First violation - \$100 fine**
  - b. **Second violation - \$200 fine**

**\*For violations dealing with the manufacturing, sale, purchase or distribution of illegal drugs or controlled substances all first time violations may result in expulsion.**
  
- (3) **Other Violations (includes obstruction/disruption, failure to comply, and safety-related violations)**
  - a. **First violation - \$50 fine**
  - b. **Second violation - \$100 fine**
  - c. **Third violation - \$150 fine**

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

Per Black Ink Page	\$0.07
Per Color Ink Page	\$0.22

**ROWAN COLLEGE SOUTH JERSEY  
GLOUCESTER CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective January 2020)**

**(Continued)**

**LIBRARY FINES:**

Fines - \$.25 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, \$30 to administer outside testing.

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 RGCC students.
- (7) These course fees are in accordance with programs listed in the College Catalog.
- (8) Digital books are offered in some online courses and are provided by Barnes and Noble through the First Day program. These digital books are charged to the student at the actual Barnes and Noble cost to the College. The current cost of digital books being offered is \$43.75 - \$84.



## SAFETY AND SECURITY DEPARTMENT



### REPORT

**TO:** Dominick Burzichelli, VP, C.O.O.  
**FROM:** Joseph M. Getsinger, Exec. Director, Safety & Security – Gloucester Campus  
**FROM:** Andres Lopez, Director of Campus Safety and Security – Cumberland Campus  
**DATE:** October 15, 2019  
**SUBJECT:** **CRIME STATISTICS for September 15 to October 14, 2019**

In accordance with New Jersey Statute P.L. 2015, Chapter 220, S485, supplementing Chapter 3b of Title 18A, enacted January 19, 2016 the President of each public institution of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period. For the purpose of this report Rowan College at Gloucester County is following the Clery Act definitions for reporting crime statistics.

DESCRIPTION	GLOUCESTER	CUMBERLAND
Burglary	0 Incidents	0 incidents
Criminal Trespass	0 Incidents	0 incidents
Possession of Controlled Dangerous Substances	0 Incidents	0 incidents
Underage Alcohol Consumption	0 Incidents	0 incidents
Thefts	0 Incidents	2 incidents
Harassment	0 Incidents	2 incidents
Criminal Mischief	0 Incidents	0 incidents
Receiving Stolen Property	0 Incidents	0 incidents
False Public Alarms	3 Incidents	0 incidents
Emergency Notifications	0 Incidents	0 incidents
Assault	0 Incidents	0 incidents
Sexual Assault	0 Incidents	0 incidents
Hate Crimes	0 Incidents	0 incidents
Violence Against Women (Lewdness)	1 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents	6 Incidents	1 incidents
Fire	0 Incidents	0 incidents
Medical Incidents	0 Incidents	2 incidents

**SUBLEASE AGREEMENT**  
between  
**ROWAN COLLEGE OF SOUTH JERSEY**  
and  
**TEMPLE VISION, INC.**  
for space located at

**THE ALMS CENTER at 1 MARTIN LUTHER KING WAY, BRIDGETON, NEW JERSEY 08302**

**This following** is a Sublease Agreement, made the \_\_\_\_\_ day of \_\_\_\_\_, 2019 between TEMPLE VISION, INC. (TVI), as the direct leasee of THE ALMS CENTER, 1 MARTIN LUTHER KING WAY, BRIDGETON, NEW JERSEY 08302 with lessor UNION BAPTIST TEMPLE (UBT), and ROWAN COLLEGE OF SOUTH JERSEY (RCSJ) as the sublease.

**HEREIN** UBT is designated as the Landlord for TVI designated as the Tenant and RCSJ designated as the Subtenant; Witnesseth that, the Tenant does hereby sublease to the Subtenant and the Tenant does hereby rent from the Landlord, the following described premises: 1 Martin L. King Way, Bridgeton, New Jersey, formerly known as the Alms Center for a term of five (5) years commencing on \_\_\_\_\_ and ending on \_\_\_\_\_ to be used and occupied only and for no other purpose than an educational and continued education facility. The sublease term shall be automatically extended for additional five (5) year terms unless terminated, in writing, by either the Tenant or the Subtenant no later than ninety (90) days prior to the end of the sublease termination date or the initial or each successive sublease term.

**Conditions of the Sublease Agreement are as follows:**

- A. The Subtenant agrees to pay to the Tenant, as rent for and during the term hereof, the amount of \$1.00. The Tenant shall be responsible for all carrying costs of the property including real estate taxes, municipal assessments, insurance, utilities and maintenance.
- B. The Subtenant has examined the premises and has entered into this lease without any representation on the part of the Landlord or Tenant as to the condition thereof. The Tenant shall take good care of the premises and shall, at the Tenant's own cost and expense, make all repairs, including painting and decorating.
- C. The Subtenant shall maintain the premises in good condition and state of repair, and at the end or other expiration of the term hereof, shall deliver up the subleased premises in good order and condition, wear and tear from a reasonable use thereof, and damage by the elements not resulting from the neglect or fault of the Subtenant, excepted.
- D. The Subtenant shall neither encumber nor obstruct the sidewalks, driveways, yards, entrances, hallways and stairs, but shall keep and maintain the same in a clean condition, free from debris, trash, refuse, snow and ice.
- E. In case of the destruction of or any damage to the subleased premises caused by the carelessness, negligence or improper conduct on the part of the Subtenant or the Subtenant's agents, employees, guests, licensees, invitees, subtenants, assignees or successors, the Subtenant shall repair the said damage or replace or restore any destroyed parts of the premises, as speedily as possible, at the Subtenant's own cost and expense.
- F. No alterations, additions or improvements shall be made to the subleased premises, without the written consent of the Tenant. Unless otherwise provided herein, all such alterations, additions

or improvements and systems, when made, installed in or attached to the said premises, shall belong to and become the property of the Tenant and shall be surrendered with the premises and as part thereof upon the expiration or sooner termination of this sublease, without hindrance, molestation or injury.

- G. The Subtenant shall not place nor allow to be placed any signs of any kind whatsoever, upon, in or about the said premises or any part thereof, except of a design and structure and in or at such places as may be indicated and consented to by the Landlord and Tenant in writing. Any signs permitted by the Tenant shall at all times conform with all municipal ordinances or other laws and regulations applicable thereto.
- H. The Subtenant shall promptly comply with all laws, ordinances, rules, regulations, requirements and directives of the Federal, State and Municipal Governments or Public Authorities and of all their departments, bureaus and subdivisions, applicable to and affecting the said premises, their use and occupancy, for the correction, prevention and abatement of nuisances, violations or other grievances in, upon or connected with the said premises, during the term hereof; and shall promptly comply with all orders, regulations, requirements and directives of the Board of Fire Underwriters or similar authority and of any insurance companies which have issued or about to issue policies of insurance covering the said premises and its contents, for the prevention of fire or other casualty, damage or injury.
- I. The Subtenant agrees to and shall save, hold and keep harmless and indemnify the Landlord Tenant from and for any and all payments, expenses, costs, attorney fees and from and for any and all claims and liability for losses or damage to property or injuries to persons occasioned wholly or in part by or resulting from any acts or omissions by the Subtenant or the Subtenant's agents, employees, guests, licensees, invitees, subtenants, assignees or successors, or for any cause or reason whatsoever arising out of or by reason of the occupancy by the Subtenant and the conduct of the Subtenant's business.
- J. The Subtenant is permitted to and is required to use the premises as a college and continuing educational facility.
- K. The Subtenant shall not occupy or use the lease premises or any part thereof, nor permit or suffer the same to be occupied or used for any purposes other than as herein limited, nor for any purpose deemed unlawful, disreputable, or extra hazardous, on account of fire or other casualty.
- L. If the Subtenant shall fail or refuse to comply with and perform any conditions of the sublease, the Tenant may evict the Subtenant with notice as determined by NJ state law.
- M. The Subtenant agrees that the Landlord and Tenant and the Landlord's and Tenant's agents, employees or other representatives, shall have the right to enter into and upon the said premises or any part thereof, at all reasonable hours, for the purpose of examining the same or making such repairs or alterations therein as may be necessary for the safety and preservation thereof.
- N. The Subtenant agrees to permit the Landlord and Tenant and the Landlord's and Tenant's agents, employees or other representatives to show the premises to persons wishing to rent or purchase the same.
- O. Any equipment, fixtures, goods or other property of the Subtenant, not removed by the Subtenant upon the termination of this lease, or upon any quitting, vacating or abandonment of the premises by the Subtenant, or upon the Subtenant's eviction, shall be considered as abandoned and the Tenant shall have the right, without any notice to the Subtenant, to sell or otherwise dispose of the same, at the expense of the Subtenant, and shall not be accountable to the Subtenant for any part of the proceeds of such sale, if any.

- P. The Tenant shall not be liable for any damage or injury which may be sustained by the Subtenant or any other person, as a consequence of the failure, breakage, leakage or obstruction of the water, plumbing, steam, sewer, waste or soil pipes, roof, drains, leaders, gutters, valleys, downspouts or the like or of the electrical, gas, power, conveyor, refrigeration, sprinkler, air conditioning or heating systems, elevators or hoisting equipment; or by reason of the elements; or resulting from the carelessness, negligence or improper conduct on the part of any other Subtenant or of the Tenant of the Landlord or any other Tenant's agents, employees, guests, licensees, invitees, subtenants, assignees or successors; or attributable to any interference with, interruption of or failure, beyond the control of the Tenant, of any services to be furnished or supplied by the Tenant.
- Q. This conditions hereof, shall not be affected, curtailed, impaired or excused because of the Tenants's inability to supply any service or material called for herein, by reason of any rule, order, regulation or preemption by any governmental entity, authority, department, agency or subdivision or for any delay which may arise by reason of negotiations for the adjustment of any fire or other casualty loss or because of strikes or other labor trouble or for any cause beyond the control of the Tenant.

**In Witness Whereof**, the parties hereto have been represented to be signed by their proper corporate officers, the day and year first above written.

\_\_\_\_\_  
Executive Director, Temple Vision, Inc.

  
President, Rowan College of South Jersey

\_\_\_\_\_  
President, Temple Vision, Inc.

  
Board Chairperson, Rowan College of South Jersey





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING EXECUTION OF LEASE AGREEMENT WITH TEMPLE VISION INC.**

**WHEREAS**, the Alms Center, in partnership with Rowan College of South Jersey, established a computer classroom in an effort to implement Science, Technology, Engineering, Arts, and Math (STEAM) oriented projects and programs for residents and students; and

**WHEREAS**, the college desires to retain a presence and certain programs in the City of Bridgeton to serve the western side of Cumberland County; and

**WHEREAS**, Temple Vision Inc. has presented a sublease agreement for a period of five years beginning on January 1, 2020 and ending on December 31, 2024 with and option to extend for an additional five years to lease the ALMS Center located at 1 Martin Luther King Way, Bridgeton, NJ 08302 for the sum of \$1.


**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Rowan College of South Jersey as follows:

1. The Board hereby authorizes, approves and consents to the execution of the lease agreement with Temple Vision Inc., according to the specific terms and conditions set forth in the agreement attached hereto as Exhibit "A".
2. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
3. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College's professional advisors, in connection with the Lease, or any other action in connection with or related to the Lease, are hereby ratified, confirmed, approved and adopted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION**

**WHEREAS**, The State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.10 of the County College Contracts Law and N.J.S.A. 52:34-6.2b(3) applicable to the College; and

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, on November 5, 2019 the governing body of the Rowan College of South Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

**WHEREAS**, The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into a Cooperative Pricing Agreement with the Camden County Educational Services Commission effective immediately.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PURCHASE GROUNDSKEEPING EQUIPMENT FROM CENTRAL JERSEY EQUIPMENT**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, the vendor selected has a contract with Sourcewell, which Rowan College of South Jersey is a member utilizing contract #R062117-DAC; and

**WHEREAS**, Central Jersey Equipment has submitted quote number 20410140 based on contract pricing to provide two (2) 1575 TerrainCut Commercial Mowers and associated equipment for a total of \$70,307.30 and one (1) Z970R ZTrak with bagger for a total of \$14,954.86; and

**WHEREAS**, Central Jersey Equipment has promised \$14,800 in trade for an existing 1575 TerrainCut and \$6,500 in trade for a Kubota F03080 for a total trade in value of \$21,300; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Central Jersey Equipment in the amount of \$63,962.16 representing a sales price of \$85,262.16 minus a trade in value of \$21,300.00.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH DYNAMIC SECURITY BASED ON GSA CONTRACT 07F-0251X**

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

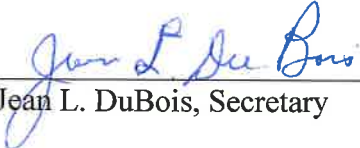
**WHEREAS**, a proposal was submitted by Dynamic Security to provide, install and commission a card-access, video, and alarm system at the Workforce Education Development Building for a total of \$88,921.94 based on GSA contract number 07F-0251X; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Dynamic Security in the amount of \$88,921.94 based on GSA contract pricing.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE CHANGE ORDER NUMBER ONE (1) FROM THE HALL BUILDING CORPORATION**

**WHEREAS**, in accordance with New Jersey's public bidding and contract laws the Rowan College of South Jersey, by resolution, entered into a contract with the Hall Building Corp on June 11, 2019 for the construction of an Economic Development Center and Rowan Medicine building for the base bid and alternate 1 in the amount of \$20,822,000.00.

**WHEREAS**, it has been determined that a change order is needed to deduct the amount allocated to IT infrastructure and cabling system scope of work; and

**WHEREAS**, Hall Building Corp has submitted change order number one (1) deducting \$345,000 from the original contract amount resulting in a final cost of \$20,477,000.00; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to accept change order one (1) as submitted by the Hall Building Corp in the amount of \$345,000 which lowers the final project cost to \$20,477,000.00.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary



**Change Order**

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

**AIA Document G701  
Electronic Format**

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

**PROJECT:** Economic Development Center and Rowan Medicine  
Rowan College South Jersey  
1400 Tanyard Road, Sewell, NJ 08080  
**TO CONTRACTOR:** Hall Building Corporation  
33 Main Street, PO Box 904  
Farmingdale, NJ 07727


**CHANGE ORDER NUMBER:** 1  
**DATE:** July 9, 2019  
**ARCHITECT'S PROJECT NO:** GA# 17-108  
**CONTRACT DATE:** June 11, 2019  
**CONTRACT FOR:** All Work


The Contract is changed as follows: Change Order #1 shall be a deduct in the amount of (\$345,000) to accept Alternate Bid #2 to delete the IT Infrastructure and Cabling System Scope of Work.

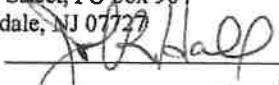
Not valid until signed by the Owner, Architect and Contractor.

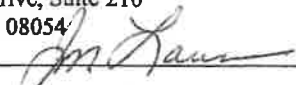
The original (Contract Sum) (~~Guaranteed Maximum Price~~) was \$ 20,822,000.00  
Net change by previously authorized Change Orders \$ 0.00  
The (Contract Sum) (~~Guaranteed Maximum Price~~) prior to this Change Order was \$ 20,822,000.00  
The (Contract Sum) (~~Guaranteed Maximum Price~~) will be (~~increased~~) (decreased) (~~unchanged~~) by this Change Order in the amount of (\$ 345,000.00)  
The new (Contract Sum) (~~Guaranteed Maximum Price~~) including this Change Order will be \$ 20,477,000.00  
The Contract Time will be (~~increased~~) (~~decreased~~) (unchanged) by ( ) days.  
The Date of Substantial Completion as of the date of this Change Order therefore is unchanged.

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

**ARCHITECT**  
Garrison Architects  
713 Creek Road  
Bellmawr, NJ 08031  
BY:   
Print  
Name: Brooks W. Garrison, RA  
DATE: July 10, 2019

**OWNER**  
Rowan College South Jersey  
1400 Tanyard Road  
Sewell, NJ 08080  
BY:   
Print  
Name: Dominick J. Brunelli  
DATE: 7/15/19

**CONTRACTOR**  
Hall Building Corporation  
33 Main Street, PO box 904  
Farmingdale, NJ 07727  
BY:   
Print  
Name: Joan R. Hall  
DATE: 7/17/19

**CONSTRUCTION MANAGER**  
Greyhawk  
2000 Midlantic Drive, Suite 210  
Mount Laurel, NJ 08054  
BY:   
Print  
Name: Jim LAURIA  
DATE: 7/15/19



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO KANE COMMUNICATIONS FOR THE INSTALLATION OF COMMUNICATONS CABLING**

**WHEREAS**, pursuant to NJSA 18A:64A-25.5, the College may enter a joint agreement with “a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision thereof” without advertising for bids; and

**WHEREAS**, the Rowan College of South Jersey entered into a cooperative purchasing agreement via resolution on April 12, 2016 with Rowan University; and

**WHEREAS**, Rowan University has awarded a contract to Kane Communications for telecommunications, audio and video communications services for inside and outside cabling plant based on RFP 17-30; and

**WHEREAS**, Kane Communications submitted a proposal based on the specifications provided by the Rowan College of South Jersey and Rowan University RFP 17-30 for \$367,387.00; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Kane Communications in the amount of \$367,387.00 for the purchase of communications cabling to be installed at the Rowan Medicine Center based on Rowan University RFP 17-30 and the Cooperative purchasing agreement.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PURCHASE AN F250 EXTENDED CAB UTILITY BODY TRUCK WITH SNOW PLOW**

**WHEREAS**, The State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.9 of the County College Contracts Law and N.J.S.A. 52:34-6.2b(3) applicable to the College; and


**WHEREAS**, Winner Ford, under New Jersey State contract number A88726 (T2100) is an authorized sales agent for Ford vehicles; and

**WHEREAS**, Winner Ford has submitted a quote based on the specifications provided by the Rowan College of South Jersey and state contract pricing for \$48,501.00; and


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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Winner Ford in the amount of \$48,501.00 for the purchase of an F250 based on state contract pricing.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





## RCSJ - GLOUCESTER - PERSONNEL ACTIONS Date: 11/5/2019

**(2) Full-Time New Hires:**

Title	Name	Rationale	Salary	Effective Date
Manager, Instructional Technology	Daniel McCormick, III	New Position	\$44,000.00 per year	11/4/2019
Instructor I, Nursing	Monica DiMauro	Replacement	\$60,000.00 per year	11/18/2019

**(10) Employee Transitions:**

Title	Name	Rationale	Salary	Effective Date
Director, Dual Enrollment, Student Services	*Brittany Kouroupos	Change in Scope	\$56,498.00 per year	10/7/2019
Director, High School Outreach, Student Services	*Phillip Golden	Change in Scope	\$55,120.00 per year	7/1/2019
Assistant Bursar, Finance	*Donna Salvia	Change in Scope	\$35,873.90 per year	9/1/2019

**\*Shared Services Agreement - Cumberland Campus - 10% Chargeback**

Assistant Director, Career Services & Retention	Kristen Whyte	Change in Scope	\$49,924.58 per year	9/30/2019
Advisor, Retention/Career Center	Stephen Sweeney	Change in Scope	\$51,530.88 per year	9/30/2019
Coordinator, Student Life Events Act, Student Services	Rachael Hacker	Change in Scope	\$33,855.64 per year	11/1/2019
Team Coordinator, Level IV, Student Life, Student Services	Amanda Gahm	Change in Scope	\$30,155.36 per year	11/1/2019
Applications & Systems Developer, Instructional Technology	Carlos Jimenez	New Position	\$48,000.00 per year	10/28/2019
Assistant Director, Special Services, Student Services	Carol Weinhardt	Title Change	\$56,185.23 per year	10/28/2019
Coordinator, Admissions, Student Services	Holly Atkinson	Reassignment	\$29,141.00 per year	11/1/2019

**(2) Part-Time New Hires:**

Title	Name	Rationale	Salary	Effective Date
Tutor Technician, Instructional	Cody Jelinek	Replacement	\$12.00 per hour	10/16/2019
Temporary, Part-Time Counseling Advisor, Student Services	Samantha Frost	Replacement	\$20.00 per hour	11/1/2019

**(6) Adjunct - 2019-2020 New Hires:**

Name	Division
Jeffrey Chierici	Education, Behavioral Sciences, and Humanities
Antoinette Ford	Education, Behavioral Sciences, and Humanities
Joanne Turner	Education, Behavioral Sciences, and Humanities
Amanda Drabkoski	Nursing and Health Professions
Deirdre Conroy	Nursing and Health Professions
Christina Stewart	Nursing and Health Professions

**(2) Market Adjustments:**

Title	Name	Salary	Effective Date
Instructor I, Nursing and Health Professions	Megan Mook	\$61,500.00 per year	9/1/2019
Associate Professor, Nursing and Health Professions	Carolyn Mosley	\$66,741.00 per year	9/1/2019

**(1) Resignation:**

Title	Name	Salary	Effective Date
Security Officer	Jerry Gonzalez	\$12.30 per hour	11/6/2019

**RCSJ - CUMBERLAND - PERSONNEL ACTIONS Date: 11/5/2019**

**(1) Full-Time New Hire:**

Title	Name	Rationale	Salary	Effective Date
Assistant Professor II, Nursing	Natalee McLeary	Replacement	\$52,171.00 per year	11/1/2019

**(1) Employee Transition:**

Title	Name	Rationale	Salary	Effective Date
Administrative Assistant, Student Services & Student Life	Michele Zakian	Replacement	\$21.41 per hour	10/16/2019

**(14) Part-Time New Hires:**

Title	Name	Rationale	Salary	Effective Date
Part-Time Information Technology Coordinator	Malayshia Andrews	Replacement	\$18.96 per hour	11/1/2019
Part-Time Call Center Representative	Shanna Coombs	Replacement	\$10.00 per hour	11/1/2019
Part-Time Call Center Representative	Joshua Heard	Replacement	\$10.00 per hour	11/1/2019
PACE Instructor	Nelly Leon	Replacement	\$25.00 per hour	11/1/2019
PACE Instructor	Hedy Negron	Replacement	\$25.00 per hour	11/1/2019
Proctor	Rachel Schlacha	Replacement	\$20.00 per hour	11/1/2019
Tutor	Tuan Phan	Replacement	\$10.00 per hour	11/1/2019
Tutor	Jeremy Rasmussen	Replacement	\$10.00 per hour	11/1/2019
Tutor/HSI Tutor	Travis Riland	Replacement	\$20.00 per hour	11/1/2019
PA Tutor	Alyssa Wilson	Replacement	\$10.00 per hour	11/1/2019
Part-time Librarian	Gwendolyn Govia	Replacement	\$31.39 per hour	11/1/2019
Woman's Head Softball Coach (Fall)	Magic Mears	Replacement	\$5,000.00 per year	8/16/2019
Women's Head Softball Coach	Magic Mears	Replacement	\$7,000.00 per year	8/16/2019
Assistant Men's Basketball Coach	Allen Gaskins	Replacement	\$2,000.00 per year	11/1/2019

**(27) Adjunct - 2019-2020 New Hires:**

Name	Division
Ashely Amoriello	Arts & Humanities
Judith Cirucci	BESS
Terrence Hardee	BESS
James Piccone	Arts & Humanities
Nathaniel Alridge	Arts & Humanities
Bernie Castro	BESS
Veronica Chainey	STEM
Marissa Collins	Arts & Humanities
Deirdre Conroy	Nursing
Rosemarie Fiscus	Arts & Humanities
Ashley Gonzalez	Arts & Humanities
Michael Goonan	Arts & Humanities
Arthur Horn	BESS
Maria LeBlanc	Arts & Humanities
Lynn Lichtenberger	BESS
Patricia Mooneyham	Arts & Humanities
Melissa Oliva	STEM
Trinee Parson	Arts & Humanities
Frank Picconi III	STEM
Reta Rios	Arts & Humanities
Patti Schmid	Arts & Humanities
Kimberly Somers	Arts & Humanities
Richard Taylor	STEM
Meredith Vicente	Arts & Humanities
Lauren Vilimas	Arts & Humanities
Jami Grosso	STEM
Jennifer Casper	Nursing

**(1) Retirement:**

Title	Name	Effective Date
Senior EOF Counselor	Linda Slomin	1/1/2020

**(1) On-Call Employee:**

Title	Name	Rationale	Salary	Effective Date
Part Time Events Support	Sharon Murray	Replacement	\$10.70 per hour	10/1/2019

**(1) Resignation:**

<b>Title</b>	<b>Name</b>	<b>Rationale</b>	<b>Salary</b>	<b>Effective Date</b>
Temporary Part-time Student Development Advisor	Deirdre Brown	Resignation	\$28.39 per hour	10/4/2019

**President's Recommendation:**

2019 - 2020 Coaches Salary Schedule (Cumberland)

<b>Women's Soccer</b>	<b>2019-2020</b>	
Head Coach	\$	8,000.00
Assistant Coach	\$	2,000.00

<b>Men's Soccer</b>	<b>2019-2020</b>	
Head Coach	\$	6,500.00
Assistant Coach	\$	1,000.00
Assistant Coach	\$	1,500.00
Assistant Coach	\$	1,000.00

<b>M/W XC</b>	<b>2019-2020</b>	
Head Coach	\$	7,000.00
Assistant Coach	\$	1,500.00

<b>Women's Basketball</b>	<b>2019-2020</b>	
Head Coach	\$	7,500.00
Assistant Coach	\$	4,500.00

<b>Men's Basketball</b>	<b>2019-2020</b>	
Head Coach	\$	7,500.00
Assistant Coach	\$	2,500.00
Assistant Coach	\$	2,000.00

<b>Softball</b>	<b>2019-2020</b>	
Head Coach	\$	7,000.00
Assistant Coach	\$	3,000.00
Assistant Coach	\$	2,000.00
Fall Coach	\$	5,000.00

<b>Baseball</b>	<b>2019-2020</b>	
Head Coach	\$	7,000.00
Assistant Coach	\$	2,500.00
Assistant Coach	\$	2,500.00
Fall Coach	\$	5,000.00



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN ARTS DEGREE IN PSYCHOLOGY**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Arts Degree in Psychology on both the Gloucester and Cumberland Campuses; and

**WHEREAS**, this program will be offered beginning September 1, 2020; and


**WHEREAS**, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Psychology; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019, the approval of the resolution for Academic Services to offer an Associate in Arts degree in Psychology beginning September 1, 2020.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN APPLIED SCIENCE DEGREE IN SURVEYING ENGINEERING TECHNOLOGY ON THE GLOUCESTER CAMPUS**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Applied Science Degree in Surveying Engineering Technology on the Gloucester Campus; and

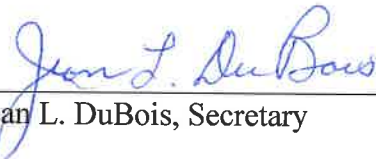
**WHEREAS**, this program will be offered beginning September 1, 2020; and

**WHEREAS**, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Land Surveying and Surveying Engineering Technology and desire to continue their education to become a Licensed Land Surveyor or desire to work as a field Land Survey Technician; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019, the approval of the resolution for Academic Services to offer an Associate in Applied Science Degree in Surveying Engineering Technology beginning September 1, 2020.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN ADVANCED AND CONTINUOUS STUDIES**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Science Degree in Advanced and Continuous Studies at both the Gloucester and Cumberland Campuses; and

**WHEREAS**, in an effort to provide opportunities for accessible and affordable educational pathways, this program will allow students to progress beyond the standard credits for and Associate's degree and maintain financial aid eligibility,


**WHEREAS**, this program will allow students to transfer up to 90 credits into programs at 4-year partner institutions such as the '3+1' programs with Rowan University or other partner institutions,

**WHEREAS**, this program will be offered beginning September 1, 2020; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019, the approval of the resolution for Academic Services to offer an Associate in Science Degree in Advanced and Continuous Studies beginning September 1, 2020.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN CRIMINAL JUSTICE, EMERGENCY MANAGEMENT OPTION ON THE GLOUCESTER CAMPUS**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Science Degree in Criminal Justice: Emergency Management Option on the Gloucester Campus; and

**WHEREAS**, this program will be offered beginning September 1, 2020; and

**WHEREAS**, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Emergency Management; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019, the approval of the resolution for Academic Services to offer an Associate in Science Degree in Criminal Justice: Emergency Management Option beginning September 1, 2020.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE NEW JERSEY COUNCIL OF COUNTY COLLEGES, CENTER FOR STUDENT SUCCESS, COLLEGE READINESS NOW VI GRANT IN THE AMOUNT OF \$26,344 FOR THE CUMBERLAND CAMPUS.**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from the New Jersey Council of County Colleges, Center for Student Success, College Readiness Now VI Grant program; and


**WHEREAS**, the period of the program will be July 1, 2019, to June 30, 2020, in the amount of \$26,344; and

**WHEREAS**, funds will be utilized to support opportunities that promote college readiness of students in county high schools; and

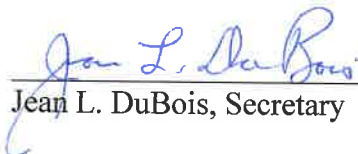
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution for Academic Services to apply and upon award, accept funding from the New Jersey Council of County Colleges, Center for Student Success, College Readiness Now VI Grant for the period of July 1, 2019, to June 30, 2020, in the amount of \$26,344 for the Cumberland Campus.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary







**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE NEW JERSEY COUNCIL OF COUNTY COLLEGES, CENTER FOR STUDENT SUCCESS, COLLEGE READINESS NOW V GRANT IN THE AMOUNT OF \$46,010 FOR THE GLOUCESTER CAMPUS.**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from the New Jersey Council of County Colleges, Center for Student Success, College Readiness Now VI Grant program; and

**WHEREAS**, the period of the program will be July 1, 2019, to June 30, 2020, in the amount of \$46,010; and

**WHEREAS**, funds will be utilized to support opportunities that promote college readiness of students in county high schools; and


**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution for Academic Services to apply and upon award, accept funding from the New Jersey Council of County Colleges, Center for Student Success, College Readiness Now VI Grant for the period of July 1, 2019, to June 30, 2020, in the amount of \$46,010 for the Gloucester Campus.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION TO GRANT THE POLICE ACADEMY PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR LAW ENFORCEMENT OFFICERS TRAINING AND EQUIPMENT FUND (LEOTEF) GRANT FROM THE STATE OF NEW JERSEY, OFFICE OF THE ATTORNEY GENERAL, DEPARTMENT OF LAW AND PUBLIC SAFETY, IN THE AMOUNT OF \$29,949.00, FOR THE PERIOD OF JULY 1, 2019 – JUNE 30, 2020.**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant sub-award number: LEOTEF -08-19; and


**WHEREAS**, the period of the program will be July 1, 2019, to June 30, 2020, in the amount of \$29,949; and

**WHEREAS**, The Police Academy will assist staff of Law and Justice with operational capacity; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution for the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant for the period of July 1, 2019, to June 30, 2020, in the amount of \$29,949.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES TO ACCEPT FUNDING IN THE AMOUNT OF \$4,000 FROM THE CHRISTIAN R. AND MARY F. LINDBACK FOUNDATION**

**WHEREAS**, the Board of Trustees of Rowan College of South Jersey strives to recognize faculty members for demonstrating excellence in teaching students in and out of the classroom; and

**WHEREAS**, the Christian R and Mary F. Lindback Foundation provides stipends in support of the Lindback Distinguished Teaching Award to colleges and universities primarily in the Greater Delaware Valley area; and

**WHEREAS**, the Lindback Distinguished Teaching Award is awarded tri-annually to a distinguished faculty member; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 5<sup>th</sup> day of November, 2019, that Academic Services is hereby authorized to accept funding in the amount of \$4,000 from the Christian R. and Mary F. Lindback Foundation for the purposes of awarding the Lindback Distinguished Teaching Award to a distinguished faculty member for the 2019-2020 academic year.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE AN AGREEMENT WITH BERGEN COMMUNITY COLLEGE AND RCSJ FOR SCALING APPRENTICESHIPS THROUGH SECTOR BASED STRATEGIES PROJECT (HEALTHWORKS)**

**WHEREAS**, Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to sign an agreement between Bergen Community College and Rowan College of South Jersey for the Scaling Apprenticeship through Sector-Based Strategies Project (Health Works); and

**WHEREAS**, the period of the Agreement will begin October 1, 2019 through June 30, 2020; and

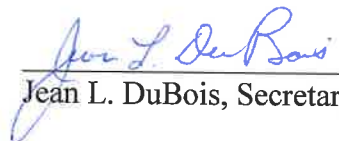
**WHEREAS**, this agreement is for Rowan College of South Jersey to provide direct training and/or education, and related supportive activities that prepare individuals for apprenticeships and employment in the healthcare sector.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept and sign an agreement between the Bergen Community College and Rowan College of South Jersey in the amount of \$135,250.

**ADOPTED** at Rowan College of South Jersey the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION TO ACCEPT AND SIGN THE CONTRACT BETWEEN REVIVE SOUTH JERSEY AND ROWAN COLLEGE OF SOUTH JERSEY-CUMBERLAND CAMPUS FOR THE PROVIDER OF EDUCATIONAL TRAINING SERVICES TO INDIVIDUALS THROUGH REVIVE SOUTH JERSEY BEGINNING JULY 1, 2019 THROUGH JUNE 30, 2020.**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to accept and sign the Contract between Revive South Jersey and Rowan College of South Jersey-Cumberland Campus as a provider of Occupational and Educational services; and

**WHEREAS**, the period of the contract will begin July 1, 2019 through June 30, 2020; and

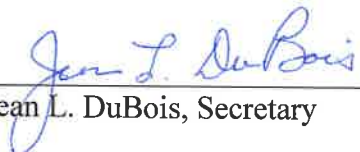
**WHEREAS**, this program is for the continuation to allow the Revive South Jersey to refer appropriate candidates to Rowan College of South Jersey-Cumberland Campus for the provision of educational and/ESL training services in the classroom to individuals who cannot obtain employment without said training. These services shall be paid via the Revive South Jersey "training" funds;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept and sign the Contract between the Revive South Jersey and Rowan College of South Jersey-Cumberland Campus as a provider of Occupational and Educational services.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary



Memorandum of Understanding  
Between  
Revive South Jersey  
&  
Rowan College of South Jersey - Cumberland

**WHEREAS**, Revive South Jersey (hereafter, "RSJ") and Rowan College of South Jersey - Cumberland (hereafter, "RCSJC") are organizations with expertise in the provision of human services to low-income families in Southern NJ; and

**WHEREAS**, selected joint efforts between RSJ and RCSJC are collaborative efforts designed to increase the access and effectiveness of human services to low-income families in a manner that furthers the mission of both organizations; and

**WHEREAS**, the collaborative efforts between RSJ and RCSJC are funded by the Pascale Sykes Foundation and regulated by the stipulations set forth in the proposal and budget approved by the Board of Directors of the Pascale Sykes Foundation;

Now, therefore, in consideration of the mutual interests described above, the Parties agree to work together in the following manner.

**ARTICLE 1. NATURE OF THE RELATIONSHIP:**

- A. Subject to the terms of this MOU, the implementation and pursuit of the goals, objectives and conditions and terms of this collaboration will be carried out in accordance with the policies and procedures of each party.
- B. RSJ is designated as the "Lead Agency" for the collaborative efforts and is thereby responsible for the overall management of Unidos para la Familia (hereafter, "UPF") including the administration of sub-grants to partner agencies; the establishment and formalization of community partnerships; the utilization of the Family Advocates; the employees hired to advance the purposes of UPF; and fee-for-service independent contractors.
- C. Representatives of the Partner Agencies will be invited to participate in a semi-monthly meeting to review the overall status of UPF and the progress towards the goals set forth in the approved UPF proposal.

**ARTICLE 2. RESPONSIBILITIES AND STATEMENT OF ACTIVITY:**

**A. RSJ's RESPONSIBILITIES:**

- a. RSJ has been authorized and approved to serve as the Lead Agency for UPF.
- b. As the Lead Agency, RSJ is responsible for all narrative and financial reporting to the Pascale Sykes Foundation on behalf of UPF.
- c. RSJ serves as a primary point of contact to the PSF for the purposes of grant reporting and management.
- d. RSJ will establish an MOU with each collaborating agency thereby establishing a sub-grantee or fee for service relationship.
- e. RSJ is responsible to manage grant funds in accordance with the agreement with the PSF.

- f. RSJ is responsible for the overall coordination of UPF including the overall schedule and management of activities; partnership development and program expansion; family recruitment and community outreach and developing community leaders to address identified community needs.

**B. RCSJC's RESPONSIBILITIES:**

- a. RCSJC is responsible to attend regularly scheduled meetings of the collaborative on a monthly basis (one conference call and one in-person meeting monthly).
- b. RCSJC is responsible for providing Advanced ESL Classes for up to 10 individuals from the Unidos para la Familia collaborative twice a year, once in the fall and once in the spring.
- c. RCSJC is responsible for promoting the collaborative activities to their larger community when able and as needed.
- d. RCSJC is responsible for attending various PSF events for all funded collaborations as they are scheduled by the Foundation. Typically, no more than 3-4 per year.

**C. RCSJC Sub-Grant:**

- a. RCSJC will receive up to \$5,000 in grant funds from the Pascale Sykes Foundation for the period of July 1, 2019 through June 30, 2020. The first distribution of funds will occur when the PSF check for FY20 clears and the MOU has been duly executed.
- b. The distribution will be carried out as follows:
  - i. Up to \$2,000 payable upon the enrollment of the 10 students into the fall classes. The total paid per student by the collaborative is \$200 per class.
  - ii. Up to \$2,000 payable upon the enrollment of the 10 students into the spring classes. The total paid per student by the collaborative is \$200 per class.
  - iii. \$1,000 - To be disbursed at the beginning of each quarter in \$250.00 increments.
- c. The \$5,000.00 allotment includes the following line items:
  - i. Up to \$4,000 for Advanced ESL classes.
  - ii. \$1,000 for participation in collaborative and PSF events.
- d. On the 10<sup>th</sup> of each month following the quarter end reporting will be due to RSJ for how the funds were spent in the form of an invoice using the above categories. This will begin on October 10<sup>th</sup> for the first fund distribution. A narrative report of the progress of the collaborative including at least one success story that can be passed along to PSF must be included.

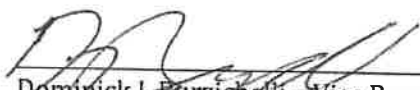
**ARTICLE 3. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:**

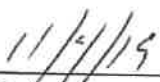
**A. PRINCIPAL CONTACTS. The principal contacts for this MOU are as follows:**

- a. Jonathan Cummings---Executive Director of RSJ
- b. Dr. Terrence Hardee – Executive Director of Workforce Development, RCSJC

- B. MODIFICATION. Modifications within the scope of this MOU shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
- C. DISPUTE RESOLUTION. If a dispute arises of a material nature, the dispute will be resolved by a meeting with Pat Constantino (PathStone), Rich Nichols (UAG Executive Director), Dr. Terrence Hardee, Richard Ellis (RSJ Board President) and Jonathan Cummings. If consensus is not reached, a majority vote will control.
- D. TERMINATION. Any party, in writing, may terminate their participation in this MOU in whole, or in part, at any time before the date of expiration. Notification of termination of this Agreement must be reported to the Pascale Sykes Foundation on the same day.
- E. COMMENCEMENT/EXPIRATION DATE. This MOU is executed as of the date of the last signature and is effective until June 30<sup>th</sup> 2020 at which time it will expire. Should the PSF renew their grant with the collaborative, RSJ will form a new MOU for the following grant year.

In witness whereof, the parties hereto have executed this MOU as of the last date written below:

  
\_\_\_\_\_  
Dominick J. Burzichelli - Vice President and  
Chief Operating Officer,

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Richard Ellis - President  
Revive South Jersey

\_\_\_\_\_  
Date





**BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES DIVISION ON AGING FOR THE R.S.V.P. SENIOR CORPS MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT (MIPPA): 2019 MEDICARE SPECIAL BENEFITS OUTREACH AND ENROLLMENT ASSISTANCE PROGRAM**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding for the R.S.V.P. Senior Corps – Gloucester Medicare Improvement for Patient and Providers Act (MIPPA): 2019 Medicare Special benefits Outreach and Enrollment Assistance Program.

**WHEREAS**, the period of the program will be November 1, 2019–September 29, 2020, in the amount of \$40,000; and


**WHEREAS**, the R.S.V.P Senior Corps- Gloucester will provide Medicare Special Benefits Outreach and the Enrollment Assistance services to low-income Medicare beneficiaries in New Jersey to increase beneficiaries' awareness and use of free and reduced-cost preventive benefits covered by Medicare Part B.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to apply and upon award, accept funding from the State of New Jersey Department of Human Services Division of Aging for the Medicare Improvement for Patients and Providers Act (MIPPA): 2019 Medicare Special benefits Outreach and Enrollment Assistance Program grant for the period of November 1, 2019-September 29, 2020 in the amount of \$40,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION TO ACCEPT AND SIGN THE CONTRACT BETWEEN THE COUNTY OF GLOUCESTER AND ROWAN COLLEGE OF SOUTH JERSEY-CUMBERLAND CAMPUS FOR THE PROVIDER OF OCCUPATIONAL AND EDUCATIONAL TRAINING SERVICES TO INDIVIDUALS THROUGH WORKFORCE INNOVATIONAL OPPORTUNITY ACT (WIOA) AND WORK FIRST NEW JERSEY (WFNJ) BEGINNING JULY 1, 2019 THROUGH JUNE 30, 2021.**


**WHEREAS**, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to accept and sign the Contract between the County of Gloucester and Rowan College of South Jersey-Cumberland Campus as a provider of Occupational and Educational services; and

**WHEREAS**, the period of the contract will begin July 1, 2019 through June 30, 2021; and


**WHEREAS**, this program is for the continuation to allow the County of Gloucester to refer appropriate candidates to Rowan College of South Jersey-Cumberland Campus for the provision of educational and/or occupational training services in the classroom to individuals who cannot obtain employment without said training, These services shall be paid via the Workforce Innovation Opportunity Act (WIOA) and Work First New Jersey (WFNJ) “training” funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept and sign the Contract between the County of Gloucester and Rowan College of South Jersey-Cumberland Campus as a provider of Occupational and Educational services;

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary






**RESOLUTION AUTHORIZING A CLOSED SESSION  
OF THE BOARD OF TRUSTEES  
OF ROWAN COLLEGE OF SOUTH JERSEY**

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

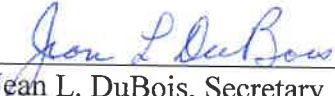
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey, County of Gloucester and State of New Jersey, as follows:

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

ADOPTED at a meeting of the Board of Trustees of Rowan College of South Jersey held November 5, 2019.

  
Gene J. Concordia, Chair

Attested:

  
Jean L. DuBois, Secretary





# Gloucester and Cumberland Counties



Strategic Plan 2020 – 2023

# Strategic Plan Outline 2020 - 2023

- Board of Trustees Acknowledgement
  - Retreat, Public Meeting
- Executive Cabinet Review
  - Review of the Literature
- Campus Open Forums (2)
  - Gloucester, Cumberland
- Establish Leadership Committees (2)
  - Internal, External
- Design Institutional Domains (6)
  - Effectiveness, Academics, Support, Technology  
Operations & Branch

# Strategic Plan Outline 2020 - 2023

- Match Subcommittee Groups
  - All sectors represented
- Targeted Participation Components
  - Faculty, Staff, Students & Administration
- Analysis of Findings
  - Strengths, Weaknesses, Opportunities & Threats
- Duration
  - Three-year Timeframe, Two-year Expansion Option
- Timeline
  - November 2019 to May 2020