



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES
January 14, 2020

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:03 p.m. in the Luciano Conference Center Executive Board Room on the Cumberland 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 November 21, 2019, to *The South Jersey Times*, *The Courier Post*, *The Daily Journal*, 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 Trustee Jean DuBois:

Members Present:

Ms. Ave’ Altersitz
Mr. Gene Concordia
Mr. Len Daws
Ms. Garcia Balicki, Esq.
Mr. Benjamin Griffith
Ms. Ruby Love
Ms. Donna Perez
Mr. Ken Mecouch
Ms. White-Coursey
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Jean DuBois
Rev. Dr. James Dunkins*
Mr. Douglas Wills, Esq.

Advisors Present:

Ms. Jan Hanselman, Faculty Representative
Dr. Mark Randa, Acad. Council Committee Representative
Mr. Timothy Venella, Student Government Chair

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

Chair Gene Concordia welcomed everyone for the evening and acknowledged Faculty representative, Ms. Jan Hanselman and the Academic Council Committee representative, Dr. Mark Randa, Student Government Association Chair, Mr. Timothy Venella and Cumberland County Freeholder Education Liaison, Darlene Barber.

STUDENT RECOGNITION – CUMBERLAND CAMPUS

President Keating invited Judy Atkinson, VP, Student Services, Shawn Rutter, PTK Advisor-Gloucester, and Karrol Jordan, current PTK Advisor-Cumberland and Michael Goonan, incoming PTK Advisor-Cumberland to come forward to introduce the Cumberland campus Phi Theta Kappa (PTK) student leadership team, who were as follows:

- Ztasha Kirkland – Chapter President
- DeAnna Pascucci – VP, Social Media
- Heather Reese – VP, Chapter History

Each student had the opportunity to tell the Board what the PTK experience will mean to

them, their current educational path and future plans. All of the students were presented with a Barnes & Noble gift cards, after which photos were taken with their presenters and members of the RCSJ Board of Trustees.

Judy Atkinson, VP, Student Services introduced Dr. Kellie W. Slade, SGA Adviser who introduced the Student Government Association's (SGA) new leadership team, who are as follows:

- Timothy Venella - Chair
- Larah Petersen – Vice Chair

Mr. Venella is the new SGA Chair and Ms. Petersen is the returning Vice Chair. Both students spoke about their majors and future plans. They then provided a brief PowerPoint slide show portraying the 'Then – 2019' and the 'Future – 2020 vision' they propose to engage more of the Cumberland Campus' student body. Both students were presented with a Barnes & Noble gift cards, after which photos were taken with their presenters and members of the RCSJ Board of Trustees.

At 6:26 p.m. there was a brief pause in the meeting to allow the students to leave.

AGENDA SPECIFIC PUBLIC COMMENT

No comments were received when asked by Chair Concordia.

ACCEPTANCE OF MINUTES

- The RCSJ December 10, 2019 Regular and Closed Session Meeting Minutes were approved as published.

FINANCE

Mr. Nick Burzichelli gave an update on the College's finances.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending December 31, 2019: The monthly operating reports of revenues and expenditures were presented to the Board. (Statements attached)

PLANNING/FACILITIES

Mr. Burzichelli, VP & COO reviewed the Campus Security Crime Statistics for both campuses and provided an overview of the listed agenda items.

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

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Mecouch and passed, to approve the following items (resolutions attached):

1. Naming of the Cumberland Campus Forum Room
2. Amended RCSJ-Cumberland agreement for DHSI Title V grant writing and consulting services
3. Agreement between RCSJ-Cumberland and Hobson Inc.
4. Public Agency Compliance Officer Designation
5. Contract with UGI Energy Services and Direct Energy Business Marketing

PERSONNEL

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

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services discussed RCSJ's academic redesign that will focus on academic relevance that align with two critical considerations: transferable educational pathways to 4-year institutions; and transferable career pathways with attention given to current workforce needs. Dr. Keating commented that this design represents what this college is with an eye on student return-on-investment, so the consumer is clear on what their dollars are purchasing.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Perez, to approve the following: (resolutions and MOU's attached)

1. Redesign of the College's Academic Division Structure
2. Offer Certificates of Achievement in Chemical Engineering, Civil Engineering and Mechanical Engineering
3. MOU with Princeton University for a Community College Teaching Partnership Program
4. Apply and upon award, accept funding from the NJ Dept. of Labor & Workforce Development for the Bridges to Employing Youth Program -Cumberland Campus
5. Apply and upon award, accept funding from the Gloucester County United Way for the RSVP Senior Corps Volunteer Medicare Counseling Program
6. Apply and upon award, accept funding from the Corporation for National & Community Service for the RSVP Senior Corps Volunteer Placement Program
7. MOU between Non Profit Development Center of South Jersey and RCSJ-Cumberland Campus
8. Apply and upon approval, accept funding for contracted activities from the NJ Office of the Secretary of Higher Education Hunger-Free Campus Grant
9. In collaboration with Rowan University to apply, and upon award, accept funding from NSF Improving Undergraduate STEM Education: Engaged Student Learning Level II Grant Program

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Perez, to approve the following with Trustees Altersitz and White-Coursey abstaining: (resolutions attached)

1. Professional Services Contract in Student Retention for the NJ Dept. of Education, Carl D. Perkins Career and Technical Education Postsecondary Grant Program
2. Professional Services Contract in Comprehensive Local Needs Assessment for the NJ Dept. of Education, Carl D. Perkins Career and Technical Education Postsecondary Grant Program

STUDENT SERVICES

Judy Atkinson, VP, Student Services announced both campuses are poised and ready for the opening of the spring semester.

INNOVATION & TECHNOLOGY

Josh Piddington, VP & CIO updated the Board on projects working toward unifying three technology systems on both campuses: the email system, the phone system, and the enterprise information system that will combine vital areas on both campuses in areas such as HR, Student Services, and Financial Services.

CUMBERLAND BRANCH CAMPUS

Dr. Jim Piccone, VP & Chief Administrative Officer announced several ribbon cuttings that will be taking place in the near future, as well as a variety of event plans. He acknowledged Dr. Patty Claghorn for her work in establishing the Business Studies program on the Cumberland Campus. Dr. Piccone then introduced Dr. Maud Goodnight, Executive Director, University Center/Title V to provide a presentation on the Las Vias program.

Dr. Goodnight used a PowerPoint presentation to showcase the purpose and how vital the Las Vias program is for the Cumberland Campus' students and supported this assertion with statistical data to visually document the many successes of the program for its stakeholders. The presentation was detailed and well received by all.

CCC EDUCATIONAL FOUNDATION

Maria LeBlanc, Director II, Foundation/Alumni went over a list of various upcoming fundraising events, and a number of gifts and scholarships received by the Foundation. Ms. LeBlanc discussed the current SchoolCount! Campaign and reviewed the program's structure and history from 1999 to date. The current SchoolCounts! Campaign will revitalize the program and culminate in a fundraising dinner on the evening of March 25, 2020 at Running Deer in Pittsgrove.

POLICY

Sandy Evans, Executive Assistant, President's Office provided the Trustees with an overview of the policy on the agenda for action.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Perez, and unanimously approved the following policy:

1. Revised Policy 2011, Records Retention and Disposition (attached)

INSTITUTIONAL ADVANCEMENT

Susan Nardelli, Special Assistant to the President, Institutional advancement provided an overview of the College's digital marketing campaign. The focus was on Google ads that has been proven successful as documented by data demonstrating its overall effectiveness in reaching the College's target audience with the ability to connect them with the appropriate landing pages on the RCSJ website.

PRESIDENT'S REPORT

Dr. Keating informed the Board on the progress toward establishing an Adult Center for Transition (ACT) program on the Cumberland Campus that is similar to what exists on the Gloucester Campus. Dr. Piccone has secured a location for the program and a meeting will be held on January 27th with representatives from five high schools, The Arc, and the Department of Vocational Rehabilitation Services have been invited to attend. A ceremony announcing the RCSJ-Cumberland Campus ACT program will take place later this year. Dr. Keating introduced Brigitte Satchell, Special Assistant to the President, Workforce

Development and Debbie Rabottino, Director II, Workforce Development to go over the highlights of the ACT program.

Ms. Satchell continued to discuss of the ACT program and along with Ms. Rabottino showed a YouTube video highlighting the program, the students and comments from parents and/or guardians. Ms. Rabottino indicated they would be recruiting students over the next several months.

DATES-TO-REMEMBER

Meg Resue, Special Assistant to President and Board of Trustees reminder the Trustees that a hardcopy of events was left at their places and was emailed with their packets. She requested the event dates that were not received in time for the Board meeting and to be sent to her, and if any were received as requested, she would certainly be happy to forward to the Trustees.

PUBLIC PORTION

Chair Concordia asked if there were any comments from the Faculty and Academic Council representatives present. None were received.

Chair Concordia asked Public comment and a former Alumnus of Cumberland County College asked a question to find out if RCSJ's 3+1 programs with Rowan University would be a retroactive possibility for him. Dr. Keating asked Dr. Mike Plagianakos, Special Assistant to the President, University Relations to address the question. Dr. Plagianakos indicated that the law was written to be specific to two community colleges, Rowan College of Gloucester County and Rowan College of Burlington County, so at this time it is not feasible, however, there work is being done to change the law to be applicable to community colleges in general. The individual was asked to speak with Dr. Plagianakos directly. Trustee Perez recommended not giving up and to get in touch with multiple political entities, as laws can be changed.

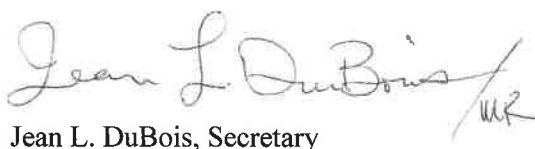
CLOSED SESSION

At 8:01 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 Wills made a motion to approve the resolution, seconded by Trustee DuBois. The motion was unanimously approved.

ADJOURNMENT

At 8:27 p.m., Trustee Love made a motion, seconded by Trustee Wills. The motion was unanimously approved to end the Close Session and return and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary



BOARD OF TRUSTEES MEETING

CLOSED SESSION MINUTES

January 14, 2020

At 8:01 p.m., Meg Resue, Special Assistant to the President and Board of Trustees read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Garcia Balicki made a motion to approve the resolution, seconded by Trustee Mecouch. The motion was unanimously approved.

Members Present:

Ms. Ave' Altersitz
Mr. Gene Concordia
Mr. Len Daws
Ms. Garcia Balicki, Esq.
Mr. Benjamin Griffith
Ms. Ruby Love
Ms. Donna Perez
Mr. Ken Mecouch
Ms. White-Coursey
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Jean DuBois
Rev. Dr. James Dunkins*
Mr. Douglas Wills, Esq.

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

Potential Litigation

President Keating informed the Board of Trustees of potential litigation.

At 8:27 p.m., Trustee Love made a motion, seconded by Trustee Altersitz and unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jean L. DuBois" followed by a stylized flourish.

Jean L. DuBois, Secretary

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING DECEMBER 31, 2019
Cumberland Campus

	12/31/2019		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,501,712	\$ 7,010,215	\$ (491,497)
Continuing Education	1,046,000	373,033	(672,967)
Fees	3,408,970	3,025,452	(383,518)
Out of County (Charge back)	250,000	52,055	(197,945)
Waivers	(150,000)	(68,115)	81,885
Government Appropriations			
State	3,300,000	1,736,436	(1,563,564)
County	6,592,600	3,296,300	(3,296,300)
Other Revenues	717,500	282,862	(434,638)
Auxiliary Enterprises	760,000	310,613	(449,387)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance			-
Total Revenues	\$ 23,926,782	\$ 16,018,850	\$ (7,907,932)
Current Operating Expenditures			
Instruction - Total	\$ 8,384,099	\$ 3,348,347	\$ 5,035,752
Personnel - FT	2,891,117	1,133,936	1,757,181
Personnel - FT OT, OL, Misc	981,000	458,836	522,164
Benefits	2,342,000	682,747	1,659,253
Personnel - PT	1,811,382	898,586	912,796
Expenses	358,600	174,242	184,358
Continuing Education - Total	\$ 667,353	\$ 377,068	\$ 290,285
Personnel - FT	194,078	100,135	93,943
Personnel - FT OT, OL, Misc		-	-
Benefits	100,000	43,159	56,841
Personnel - PT	288,975	172,021	116,954
Expenses	84,300	61,754	22,546
Academic Support - Total	\$ 2,337,666	\$ 806,905	\$ 1,530,761
Personnel - FT	1,216,300	397,133	819,167
Personnel - FT OT, OL, Misc	12,600	636	11,964
Benefits	634,500	212,797	421,703
Personnel - PT	251,466	106,391	145,075
Expenses	222,800	89,949	132,851

Student Services - Total	\$ 3,657,134	\$ 1,760,557	\$ 1,896,577
Personnel - FT	1,902,322	882,454	1,019,868
Personnel - FT OT, OL, Misc	3,899	995	2,904
Benefits	856,800	492,595	364,205
Personnel - PT	455,153	203,452	251,701
Expenses	438,960	181,061	257,899
Public Service - Total	\$ 337,089	\$ 117,173	\$ 219,916
Personnel - FT	111,989	55,995	55,994
Personnel - FT OT, OL, Misc		-	-
Benefits	67,150	35,078	32,072
Personnel - PT	109,800	19,073	90,727
Expenses	48,150	7,028	41,122
Institutional Support - Total	\$ 4,926,804	\$ 2,428,734	\$ 2,498,070
Personnel - FT	1,826,764	909,553	917,211
Personnel - FT OT, OL, Misc		3,774	(3,774)
Benefits	789,800	418,334	371,466
Personnel - PT	181,140	36,768	144,372
Expenses	2,129,100	1,060,304	1,068,796
Operating & Maintenance - Total	\$ 3,077,637	\$ 1,468,811	\$ 1,608,826
Personnel - FT	115,067	61,677	53,390
Personnel - FT OT, OL, Misc		-	-
Benefits	52,900	20,947	31,953
Personnel - PT	18,630	-	18,630
Expenses	2,891,040	1,386,187	1,504,853
Leasing Expenses	\$ -	-	\$ -
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ 250,000	65,463	\$ 184,537
Auxiliary Enterprises	\$ 289,000	95,293	\$ 193,707
Total Operating Expenditures	\$ 23,926,782	\$ 10,468,351	\$ 13,458,431

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING DECEMBER 31, 2019
Gloucester Campus

	12/31/2019		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 17,592,912	\$ 15,008,851	\$ (2,584,061)
Police Academy - Tuition	80,000	37,683	(42,317)
Fire Academy - Tuition	52,000	28,510	(23,490)
Continuing Education	1,250,000	445,436	(804,564)
Fees	10,727,684	9,306,632	(1,421,052)
Out of County	40,000	25,974	(14,026)
Government Appropriations			
State	5,487,610	2,558,976	(2,928,635)
Police Academy - State Funding	198,523	99,262	(99,262)
Fire Academy - State Funding	9,430	4,715	(4,715)
Continuing Ed - State Funding	107,168	53,584	(53,584)
County	8,100,000	4,172,528	(3,927,472)
Other Revenues	246,800	110,799	(136,001)
Auxiliary Enterprises	605,500	347,750	(257,750)
Reserve from FY19			-
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
Total Revenues	\$ 44,887,652	\$ 32,200,699	\$ (12,686,953)
Current Operating Expenditures			
Instruction - Total	\$ 13,850,763	\$ 7,081,527	\$ 6,769,236
Personnel - FT	7,197,908	2,932,151	4,265,757
Personnel - FT OT, OL, Misc	2,180,449	1,084,148	1,096,301
Benefits	1,331,629	1,464,871	(133,242)
Personnel - PT	2,802,457	1,409,501	1,392,956
Expenses	338,320	190,856	147,464
Continuing Education - Total	\$ 1,625,212	\$ 610,044	\$ 1,015,168
Personnel - FT	459,350	216,435	242,915
Personnel - FT OT, OL, Misc	2,780	1,347	1,433
Benefits	376,996	108,129	268,867
Personnel - PT	245,811	103,017	142,794
Expenses	540,275	181,116	359,159

Police Academy - Total	\$ 538,030	\$ 218,778	\$ 319,252
Personnel - FT	258,312	122,996	135,316
Personnel - FT OT, OL, Misc	-	-	-
Benefits	203,683	61,448	142,235
Personnel - PT	34,529	17,315	17,214
Expenses	41,506	17,019	24,487
Fire Academy - Total	\$ 319,289	\$ 142,835	\$ 176,454
Personnel - FT	137,321	65,116	72,205
Personnel - FT OT, OL, Misc	6,049	2,067	3,982
Benefits	101,525	32,531	68,994
Personnel - PT	43,323	25,081	18,242
Expenses	31,071	18,040	13,031
Academic Support - Total	\$ 4,001,266	\$ 1,872,988	\$ 2,128,278
Personnel - FT	1,622,357	750,080	872,277
Personnel - FT OT, OL, Misc	70,529	40,700	29,829
Benefits	1,225,400	374,732	850,668
Personnel - PT	478,190	225,328	252,862
Expenses	604,790	482,148	122,642
Student Services - Total	\$ 9,891,837	\$ 3,977,198	\$ 5,914,639
Personnel - FT	4,611,041	2,169,299	2,441,742
Personnel - FT OT, OL, Misc	68,425	42,543	25,882
Benefits	3,703,141	1,083,759	2,619,382
Personnel - PT	416,234	219,464	196,770
Expenses	1,092,996	462,133	630,863
Institutional Support - Total	\$ 7,728,637	\$ 3,354,781	\$ 4,373,856
Personnel - FT	2,896,405	1,451,796	1,444,609
Personnel - FT OT, OL, Misc	940	232	708
Benefits	2,433,748	725,302	1,708,446
Personnel - PT	146,542	62,638	83,904
Expenses	2,251,002	1,114,813	1,136,189
Operating & Maintenance - Total	\$ 6,218,010	\$ 2,753,154	\$ 3,464,856
Personnel - FT	1,987,395	940,468	1,046,927
Personnel - FT OT, OL, Misc	112,455	42,295	70,160
Benefits	1,253,538	469,848	783,690
Personnel - PT	45,315	15,023	30,292
Expenses	2,819,307	1,285,520	1,533,787
Leasing Expenses	\$ 58,000	28,688	\$ 29,312
Retiree Benefits	\$ 566,100	177,022	\$ 389,078
Auxiliary Enterprises	\$ 90,508	36,311	\$ 54,197
Total Operating Expenditures	\$ 44,887,652	\$ 20,253,326	\$ 24,634,326

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING DECEMBER 31, 2019

	12/31/2019		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 24,944,624	\$ 21,950,949	\$ (2,993,675)
Police Academy - Tuition	80,000	37,683	(42,317)
Fire Academy - Tuition	52,000	28,510	(23,490)
Continuing Education	2,296,000	818,469	(1,477,531)
Fees	14,136,654	12,332,084	(1,804,570)
Out of County	290,000	78,029	(211,971)
Government Appropriations			
State	8,787,610	4,295,412	(4,492,198)
Police Academy - State Funding	198,523	99,262	(99,261)
Fire Academy - State Funding	9,430	4,715	(4,715)
Continuing Ed - State Funding	107,168	53,584	(53,584)
County	14,692,600	7,468,828	(7,223,772)
Other Revenues	964,300	393,661	(570,639)
Auxiliary Enterprises	1,365,500	658,363	(707,137)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
Total Revenues	\$ 68,814,434	\$ 48,219,549	\$ (20,594,885)
Current Operating Expenditures			
Instruction - Total	\$ 22,234,861	\$ 10,429,873	\$ 11,804,988
Personnel - FT	10,089,024	4,066,086	6,022,938
Personnel - FT OT, OL, Misc	3,161,449	1,542,984	1,618,465
Benefits	3,673,629	2,147,618	1,526,011
Personnel - PT	4,613,839	2,308,087	2,305,752
Expenses	696,920	365,098	331,822
Continuing Education - Total	\$ 2,292,565	\$ 987,113	\$ 1,305,452
Personnel - FT	653,428	316,570	336,858
Personnel - FT OT, OL, Misc	2,780	1,347	1,433
Benefits	476,996	151,288	325,708
Personnel - PT	534,786	275,038	259,748
Expenses	624,575	242,870	381,705

Police Academy - Total	\$ 538,030	\$ 218,778	\$ 319,252
Personnel - FT	258,312	122,996	135,316
Personnel - FT OT, OL, Misc	-	-	-
Benefits	203,683	61,448	142,235
Personnel - PT	34,529	17,315	17,214
Expenses	41,506	17,019	24,487
Fire Academy - Total	\$ 319,289	\$ 142,834	\$ 176,455
Personnel - FT	137,321	65,115	72,206
Personnel - FT OT, OL, Misc	6,049	2,067	3,982
Benefits	101,525	32,531	68,994
Personnel - PT	43,323	25,081	18,242
Expenses	31,071	18,040	13,031
Academic Support - Total	\$ 6,676,016	\$ 2,797,068	\$ 3,878,948
Personnel - FT	2,950,646	1,203,208	1,747,438
Personnel - FT OT, OL, Misc	83,129	41,336	41,793
Benefits	1,927,050	622,607	1,304,443
Personnel - PT	839,456	350,792	488,664
Expenses	875,735	579,125	296,610
Student Services - Total	\$ 13,548,964	\$ 5,737,755	\$ 7,811,209
Personnel - FT	6,513,363	3,051,753	3,461,610
Personnel - FT OT, OL, Misc	72,324	43,538	28,786
Benefits	4,559,941	1,576,354	2,983,587
Personnel - PT	871,387	422,916	448,471
Expenses	1,531,949	643,194	888,755
Institutional Support - Total	\$ 12,655,455	\$ 5,783,514	\$ 6,871,941
Personnel - FT	4,723,169	2,361,349	2,361,820
Personnel - FT OT, OL, Misc	940	4,006	(3,066)
Benefits	3,223,548	1,143,636	2,079,912
Personnel - PT	327,682	99,406	228,276
Expenses	4,380,116	2,175,117	2,204,999
Operating & Maintenance - Total	\$ 9,295,646	\$ 4,221,965	\$ 5,073,681
Personnel - FT	2,102,462	1,002,145	1,100,317
Personnel - FT OT, OL, Misc	112,455	42,295	70,160
Benefits	1,306,438	490,795	815,643
Personnel - PT	63,945	15,023	48,922
Expenses	5,710,346	2,671,707	3,038,639
Leasing Expenses	\$ 58,000	28,688	\$ 29,312
Retiree Benefits	\$ 566,100	177,022	\$ 389,078
Auxiliary Enterprises	\$ 379,508	131,604	\$ 247,904
Minor Capital	\$ 250,000	65,463	\$ 184,537
Total Operating Expenditures	\$ 68,814,434	\$ 30,721,677	\$ 38,092,757

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, COO
FROM: Joseph M. Getsinger, Executive Director
FROM: Andres Lopez, Director of Campus Safety and Security
DATE: December 16, 2019
SUBJECT: **CRIME STATISTICS from November 15 to December 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	1 incidents
Harassment	0 Incidents	1 incidents
Criminal Mischief	0 Incidents	0 incidents
Receiving Stolen Property	0 Incidents	0 incidents
False Public Alarms	1 Incidents	0 incidents
Emergency Notifications	0 Incidents	0 incidents
Assault	0 Incidents	0 incidents
Sexual Assault/Contact	0 Incidents	1 incidents
Hate Crimes	0 Incidents	0 incidents
Violence Against Women	0 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents/Incidents	0 Incidents	2 incidents
Fire	0 Incidents	0 incidents
Medical Assist/Incidents	3 Incidents	0 incidents



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE RENAMING OF THE LUCIANO CONFERENCE & EVENT CENTER FORUM ROOM

WHEREAS, OceanFirst Foundation has provided \$150,000 in scholarships during the years of 2017, 2018, and 2019; and

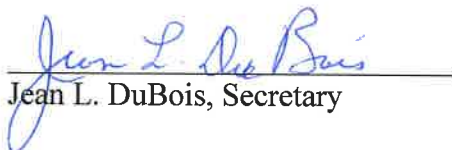
WHEREAS, the significant contribution of OceanFirst Foundation scholarships was particularly instrumental in providing (150) \$1,000 scholarships to Rowan College of South Jersey Cumberland Campus students; and

WHEREAS, President Frederick Keating, Ed.D. has endorsed the nomination of OceanFirst as recommended by the Naming Committee; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Cumberland Campus to rename of the existing Forum Room located in the Luciano Conference and Event Center to the OceanFirst Business Studies Forum Room in Honor of Education.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


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 AMENDED AGREEMENT WITH PAUL T. BUCCI LLC FOR GRANT WRITING & CONSULTATION SERVICES FOR DHSI GRANT PROJECTS

WHEREAS, the Rowan College of South Jersey has a need to acquire grant writing and grant consulting services for application to and monitoring of Title V Developing Hispanic-Serving Institutions (DHSI) Grant projects; and

WHEREAS, the grant writing and consulting services were requested in the form of a bid and were awarded to Paul T Bucci in 2015 following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws; and

WHEREAS, the college wishes to amend the contract with Paul T Bucci, LLC to include assisting with the development of the 2020 Title V Developing Hispanic-Serving Institutions (DHSI) proposal as per the attached agreement; and

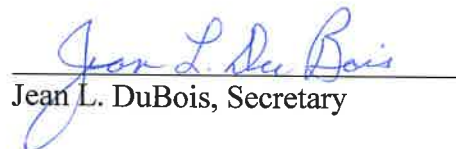
WHEREAS, the Chief Financial Officer of the college has certified that the funds are available for this project.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Cumberland Campus to enter into an amended agreement with Paul T. Bucci LLC for grant writing and consulting services related to the DHSI Title V grant as per the attached addendum.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


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 HOBSONS INC.

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted without public advertising for bids; and

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (19), the Board of Trustees may by resolution purchase goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware without public advertising for bids; and

WHEREAS, the college administration has determined that Hobsons, Inc., based in Cincinnati, Ohio as the sole source supplier of Starfish Student Success Platform can supply the College with their Starfish Connect, Early Alert and professional services for a period of two years in the amount of \$87,360.00 beginning on January 1, 2020 and ending on December 31 2021; and

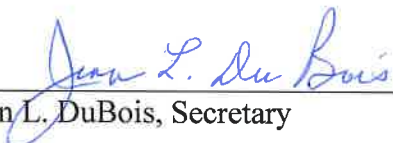
WHEREAS, the Chief Financial Officer of the college has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Cumberland Campus to enter into an agreement with Hobsons Inc. in the amount of \$87,360.00 for a period of January 1, 2020 to December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO DESIGNATE A PUBLIC AGENCY COMPLIANCE OFFICER

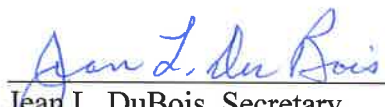
WHEREAS, In accordance with N.J.A.C. 17:27-3.2, the Rowan College of South Jersey is required to designate an individual to serve as its Public Agency Compliance Officer to serve as the liaison between the Division of Purchase & Property and the College as the point of contact for all matters concerning implementation and administration of the statute in regard to EEO in public contracts; and

WHEREAS, the Division of Purchase & Property requires the College to designate a Public Agency Compliance Officer no later than January 10th of each year and at any time during the year that any changes are made concerning the designated Public Agency Compliance Officer;

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees designates Edward Myers to serve as the Public Agency Compliance Officer until such time as any change in this designation is needed by the college or required by law.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


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 UGI ENERGY SERVICES AND DIRECT ENERGY MARKETING FOR NATURAL GAS SUPPLY SERVICE UNDER THE SOUTH JERSEY POWER COOPERATIVE

WHEREAS, the Rowan College of South Jersey in conjunction with the County of Camden, as the Lead Agency for the South Jersey Power Cooperative (SJPC), received and opened publicly advertised bid A37-19 for the supply and delivery of natural gas to various South Jersey Power Cooperative locations; and

WHEREAS, Rowan College of South Jersey has been a member and wishes to continue its participation with the South Jersey Power Cooperative (SJPC); and

WHEREAS, the County of Camden on behalf of the SJPC publicly advertised bids for the purpose of procuring natural gas supply services; and

WHEREAS, the Lead Agency for the South Jersey Cooperative declares UGI Energy Services and Direct Energy Business Marketing as the lowest responsible bidders for a term of 36 months commencing on December 1, 2019 and ending on November 30, 2022 at the dekatherm prices listed in the proposals of Bid A37-19; 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 hereby authorizes and directs the Rowan College of South Jersey to enter into a 36-month contract with UGI Energy Services of Wyomissing, PA and Direct Energy Business Marketing of Iselin, NJ for the Supply and Delivery of Natural Gas.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary



RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 1/14/2020

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

(1) One Full Time New Hires:

Title	Name	Rationale	Salary	Effective Date
Assistant Professor II, Spanish	Charlotte Grussenmeyer	Replacement	\$52,171.00 per year	1/16/2020

(2) Two Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Part-time Assistant to the Registrar	Jillian Pierce	Reassignment	\$21.81 per hour	1/15/2020
Part Time Laboratory Technician	Evan Scott	PT to On-Call	\$23.83 per hour	1/2/2020

(7) Seven Part-Time New Hires:

Title	Name	Rationale	Salary	Effective Date
Part Time Advisor, Retention & Completion	Kimberly Zebley	Replacement	\$20.00 per hour	12/16/2019
Part Time Laboratory Technician	Amanda Dias-Liebold	Resignation	\$23.83 per hour	1/2/2020
Part Time Success Coach/Health Works	Patricia Campanell	New Position - Grant Funded	\$35.00 per hour	12/1/2019
Part-time Advisor, Retention & Completion	Lindaezy Rogers	New Position- Grant Funded	\$20.00 per hour	1/2/2020
Technical Assistant - Conference Center	Hamilton Kampert	On-Call	\$17.00 per hour	12/9/2019
Clay College Instructor	Megan Bellucci	On-Call	\$35.00 per hour	12/17/2019
Clay College Instructor	Josephine Penza	On-Call	\$35.00 per hour	1/2/2020

(2) Two Resignations, (1) One Termination:

Title	Name	Rationale	Salary	Effective Date
Student Development Advisor/Las Vias	Ruby Aparicio-Pagan	Resignation	\$57,459.00 per year	1/3/2020
Associate Professor, Education, Behavioral Sciences & Humanities	Sarah Shapiro	Resignation	\$65,207.00 per year	1/10/2020
Comptroller, Finance	George Booskos	Termination	\$75,116.00 per year	1/14/2020

RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 1/14/2020

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

(3) Three Full Time New Hires:

Title	Name	Rationale	Salary	Effective Date
Instructor I, Nursing	Joyce Hannigan	Resignation	\$60,000.00 per year	1/20/2020
Instructor I, Nursing	Jaclyn Sims	Resignation	\$60,000.00 per year	2/3/2020
Instructor I, Nursing	Angela Buthustem	Retirement	\$60,000.00 per year	1/27/2020

(3) Three Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Lead Maintenance/Fireman	Stephen Smith	Reassignment	\$19,60 per hour	12/28/2019
Executive Director, Human Resources	Coryndi McFadden	Title Change	\$75,000.00 per year	1/4/2020
*Assistant Director, Human Resources	Jennifer Gates	Title Change	\$45,760.00 per year	1/4/2020

*Shared Services Agreement - Cumberland Campus - 50% Chargeback

(5) Five Adjunct 2019-2020 New Hires:

Name	Division
Elizabeth Baldwin	Nursing and Health Professions
Sharlene Dougan	Nursing and Health Professions
David Grassi	Nursing and Health Professions
Sasha Johnson	Nursing and Health Professions
Kate LLOYD	Nursing and Health Professions



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE ACADEMIC DIVISION STRUCTURE OF THE COLLEGE

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that Academic Services should redesign the divisional structure of the college to support academic excellence and the economic development of the community; and


WHEREAS, the divisional structure is designed to facilitate communication and collaboration between faculty and staff within each divisional discipline on both campuses and with the general public; and

WHEREAS, the divisional structure will provide the college community, the residents of South Jersey and students entering the college a clear and concise academic catalog of programmatic offerings; and


WHEREAS, the divisional structure will be implemented beginning September 1, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the academic division structure of Rowan College of South Jersey will include a Business Studies Division, a Communications, Fine and Performing Arts Division, an Education and Humanities Division, a Law and Justice Division, a Nursing and Health Professions Division (housing both Allied Health and Behavioral Health programs), a STEM Division, and a Workforce Development Division (housing non-credit programs) beginning September 1, 2020.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, January 14, 2020.


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 CERTIFICATES OF ACHIEVEMENT IN ENGINEERING

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer Certificates of Achievement in Chemical Engineering, Civil Engineering, and Mechanical Engineering at both the Gloucester and Cumberland Campuses; and


WHEREAS, these certificates will be offered beginning September 1, 2020; and


WHEREAS, appropriate documentation will be sent to the Academic Issues Committee of the New Jersey President's Council, the Office of the Secretary of Higher Education, and the New Jersey Department of Veterans Affairs, where applicable;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January, 2020, the approval of the resolution for Academic Services to offer Certificates of Achievement (COAs) in the following areas beginning September 1, 2020:

- Chemical Engineering COA
- Civil Engineering COA
- Mechanical Engineering COA

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES TO PARTNER WITH PRINCETON UNIVERSITY FOR A COMMUNITY COLLEGE TEACHING PARTNERSHIP PROGRAM

WHEREAS, Rowan College of South Jersey is dedicated to provide training and support to both educators and students; and

WHEREAS, the Rowan College of South Jersey/Princeton University Community College Teaching Partnership program will enable Princeton University graduate students who have completed their general examination and have earned greater than 18 graduate credits in their respective fields of study to learn from faculty and teach courses at Rowan College of South Jersey; and

WHEREAS, this program will provide a valuable, mentored experience for Princeton University students, administered by a Rowan College of South Jersey tenured (or tenure-track) faculty member and provide additional instruction for both Princeton University students and Rowan College of South Jersey students; and

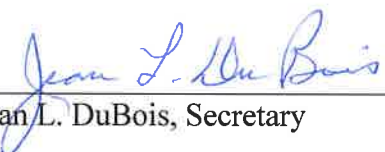
WHEREAS, this program will help Princeton University graduate students to develop as teachers by designing and delivering their own courses in their academic fields while learning about teaching at a community college and will enhance the educational offerings available to Rowan College of South Jersey students; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January, 2020, that Rowan College of South Jersey will partner with Princeton University to place Princeton University graduate students into the Community College Teaching Partnership Program for mentorship and training opportunities with Rowan College of South Jersey faculty for the period of 2019-2020.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14th, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR THE BRIDGES TO EMPLOYING YOUTH PROGRAM RCSJ-CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding from the New Jersey Department of Labor and Workforce Development for the Bridges to Employing Youth Program for the Cumberland Campus; and


WHEREAS, the period of the Agreement will begin March 1, 2020, through June 30, 2021, with funding of \$ 236,194.70; and

WHEREAS, Rowan College of South Jersey is to provide work readiness and supported employment services to Cumberland County youth with disabilities that prepare youth for employment opportunities.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees on the 14th day of January hereby authorizes and directs the approval of the resolution to apply and upon award, accept funding from the New Jersey Department of Labor and Workforce Development for the Bridges to Employing Youth Program for the Rowan College of South Jersey-Cumberland Campus for the period beginning March 1, 2020 through June 30, 2021, in the amount of \$236,194.70.

ADOPTED at Rowan College of South Jersey the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 7, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE UNITED WAY OF GLOUCESTER COUNTY FOR THE R.S.V.P. SENIOR CORPS VOLUNTEER MEDICARE COUNSELING 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 from the United Way of Gloucester County for the R.S.V.P. Senior Corps Volunteer Medicare Counseling Program; and

WHEREAS, the period of the program will be April 1, 2020–March 31, 2021 with funding in the amount of \$29,000; and


WHEREAS, the R.S.V.P Senior Corps - Gloucester will provide Volunteer Medicare Counseling assistance to Gloucester County residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes and directs the approval of the resolution to apply and upon award, accept funding from the United Way of Gloucester County for R.S.V.P Senior Corps Volunteer Medicare Counseling grant for the period of April 1, 2020 through March 31, 2021 in the amount of \$29,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE CORPORATION FOR NATIONAL AND COMMUNITY SERVICES FOR THE R.S.V.P. SENIOR CORPS VOLUNTEER PLACEMENT PROGRAM

WHEREAS, Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding from the Corporation for National and Community Service for the Senior Corps R.S.V.P. for the Gloucester County Volunteer Placement grant program; and

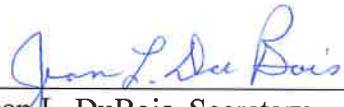
WHEREAS, the period of the Agreement will begin April 1, 2020 through March 31, 2020 with funding in the amount of \$65,173; and

WHEREAS, The Senior Corps R.S.V.P of Rowan College of South Jersey will recruit, train and coordinate a volunteer program to support agencies and organizations of Gloucester County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January, 2020 hereby authorizes and directs the approval of the resolution to apply and upon award, accept funding from the Corporation for National and Community Service for the Senior Corps R.S.V.P of Rowan College of South Jersey for the period beginning April 1, 2020 through March 31, 2021 in the amount of \$65,173.

ADOPTED at Rowan College of South Jersey the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ACCEPT AND SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN NON PROFIT DEVELOPMENT CENTER OF SOUTHERN NEW JERSEY AND ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND BEGINNING JANUARY 1, 2020 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 Memorandum of Understanding between the Non Profit Development Center of Southern New Jersey and Rowan College of South Jersey, Cumberland, which is a public institution, to administer selected Workforce Development non-credit programs for Non Profit organization; and

WHEREAS, the period of the Memorandum of Understanding will begin January 1, 2020 through June 30, 2020; and

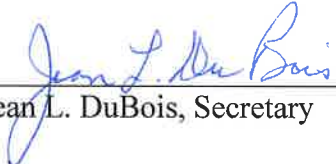
WHEREAS, this agreement is for Non Profit Development Center in collaboration with Rowan College of South Jersey, Cumberland to deliver educational programs to nonprofit organizations located in Southern New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January 2020, hereby authorizes and directs the approval of the resolution to accept and sign the Memorandum of Understanding between the Non Profit Development Center of Southern New Jersey and Rowan College of South Jersey, Cumberland to administer educational programs for nonprofit organizations.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, January 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





Memorandum of Understanding

WHEREAS, Rowan College South Jersey-Cumberland Campus, 3322 College Drive, Vineland, NJ 08360 (hereinafter "RCSJ-CC"), and the Non Profit Development Center of Southern New Jersey, PO Box 100, Haddonfield, NJ 08033 (hereinafter "NPDC"), hereinafter collectively the "Parties," have mutual and overlapping interests in assisting non profit organizations (NPOs) operating in Southern New Jersey; and

WHEREAS, the leadership of RCSJ-CC's Division of Workforce Development and NPDC have discussed how the organizations might effectively collaborate to the benefit of both; and

WHEREAS, the Parties have preliminarily agreed in principle that an educational affiliation, directed at NPOs, between RCSJ-CC and NPDC will benefit both organizations;

WHEREFORE, IT IS HEREBY AGREED by and between the Parties hereto as follows:

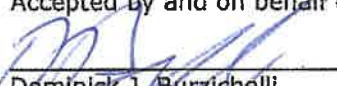
1. The Parties will enter into a non-exclusive trial affiliation for the purpose of delivering educational programming to non profit organizations located in Southern New Jersey, specifically Cumberland County and its environs, for a period not to exceed six (6) months.
2. The trial affiliation will begin on January 1, 2020, conditioned upon the execution of this Memorandum of Understanding by the duly authorized representative of each organization, or its successors or assigns.
3. The trial affiliation may be terminated at any time by either party, upon 30 days written notice to the other party at the above-referenced address.
4. During the term of the trial affiliation, NPDC will provide TBD educational programming to persons affiliated with NPOs in Southern New Jersey in the form of four (4), two and one-half hour workshops selected by the parties from among the educational modules developed by NPDC. [A list of said modules is attached hereto as Appendix A and incorporated herein by reference.]
5. RCSJ-CC will publicize the workshops, provide presentation space and light refreshments, and handle all aspects of registration.
6. Participation in the workshops will be by fee and the amount of said fee will be determined by mutual agreement between the parties, in the anticipated range of \$35 to \$50 per workshop per participant.
7. Revenue from the workshops will be shared equally (50/50) by the Parties.
8. NPDC will initially waive its usual fee of \$500 per workshop in recognition of RCSJ-CC's investment in marketing and hosting the workshops.
9. RCSJ-CC acknowledges notification that NPDC is in affiliation discussions with the Volunteer Center of South Jersey, which discussions may lead to a request by NPDC, or its successors or assigns to revisit the terms of the this preliminary Memorandum of Understanding.
10. RCSJ-CC and NPDC will determine whether the number of workshops presented will justify the

awarding of a "Certificate in NPO Management" to participants who successfully complete the program.

11. The Parties shall each use their good offices to promote the workshops and, to the extent practicable, the Parties shall be considered joint sponsors of the workshops.

WHEREFORE, the Parties hereto by their duly authorized representatives have independently executed this preliminary Memorandum of Understanding, consisting of this and four (4) other pages, including the Appendix hereto, on the days and dates set forth below.

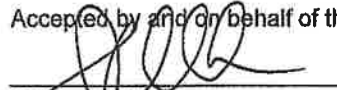
Accepted by and on behalf of the RCSJ-CC by:



Dominick J. Burzichelli
VP & Chief Operating Officer
Rowan College of South Jersey

4/14/2020

Accepted by and on behalf of the Non Profit Development Center of Southern New Jersey by:



Michael Willmann
President
NPDCSNJ

11-19-19
Date

APPENDIX A

1. Strategic Planning: *If You Don't Know Where You Want to Go, You Can't Get There*

Learn how to develop a stakeholder-driven Strategic Plan that can establish and drive board decision-making. Topics include gathering stakeholder data, creating a SWOT analysis, developing a shared vision, establishing strategic goals, creating a complementary tactical menus, friend-raising, organizational life cycles, and evaluating program and organizational effectiveness.

2. Fund Raising and Development: *How to Get the Money You Need*

Introduction to fundraising concepts, practices and tools, including creation and use of Endowments. Topics include understanding funding trends, classifying and motivating donors (i.e., Individuals, business organization, funders, and foundations), creating and utilizing a Case Statement, and analyzing and deploying alternative fund raising strategies.

3. Board Governance: *What Every NPO Board Member Needs to Know*

Learn how boards should (and actually) work, responsibilities of board membership, and legal expectations deriving from board members' fiduciary responsibilities. Topics include recruiting and election, expectations (i.e., "Give, Get, or Get Off"), tools for evaluating board performance, succession planning, and term limits, and insurance requirements for NPOs, including Workers Comp, Officers & Directors, Errors and Omission, and General Liability.

4. Communications/Marketing and Branding: *If They Don't Know You, They Can't Help You*

Introduction to development of a multi-tiered communication program—both internal and external, including an Internet presence (i.e., web site and social media outreach), traditional media (earned and paid), development of a value proposition (USP) and "elevator speech," preparation of a SWOT analysis, identification and prioritization of target markets, development of a creative strategy and media mix, budgeting, and evaluation, including mid-course corrections.

5. Effective Business Writing: *Everything from Inter-Office Memos to Strategic Plans*

Covers everything from inter-office memos to correspondence to business proposals to marketing messages...with a refresher on grammar, syntax, spelling, and punctuation.

6. Elements of Successful Leadership: *How to Motivate, Earn Trust, and Get Results*

Explore the pathways to becoming a successful leader, including traits of successful leaders who motivate, earn trust, and get results. Topics include the responsibilities of key senior managers, the relationship between staff and board, and identification of key management issues.

7. Finance & Budget: *Budgets, Cash Flow, Fiduciary Responsibilities and More*

Understand and analyze an NPOs financial history and needs. Topics include budgeting, cash flow, reading and interpreting financial reports (e.g., P & L), understanding and communicating the fiduciary responsibilities of all stakeholders, including separating financial duties to protect an organization, and allocation of operating expenses across programs.

8. Success Metrics and Program Impact: *You Are What You Count*

How do you evaluate the impact of your program? You are what you count, so you need to be conversant with success metrics, CQI, and change management. Topics include evaluation tools and step-by-step program assessment.

9. Human Resources and Employment Law: *Understanding Workplace Laws and Creating a Positive Work Environment*

Introduction to the role of HR in Non Profit Management. Topics include understanding workplace laws and legal relationships, including creation of an Employee Handbook, creating a positive work environment, and utilizing a step-by-step process for addressing performance problems and making best hiring decisions. Additional topics include FMLA, ADA, diversity inclusion in hiring, "firing without fear," at-will employment, discrimination investigations (including potential classes), and medical marijuana.

10. Volunteer Management: Finding Them and Keeping Them

Introduction to the recruitment and management of volunteers, including vetting and background checks, skill/need matching, and recognition.

11. Legal Issues for NPOs: What to Ask Your Lawyer

Introduction to the broad spectrum of legal issues that may confront NPOs—from obtaining 501 c 3 status to state and federal reporting requirements, including many of the key rules and best practices for maintaining your tax-exempt status, including registration of an NPO, governance, fundraising and record-keeping requirements, protecting your organization's trademarks and copyrights, financial oversight by the Board, and basics of risk management.

12. Accounting and Tax Exempt Issues: You Have to Know the Rules

Introduction to the accounting and reporting requirements of NPOs, including reports and audits. Topics include creating transparency, filing Form 990, and other state and federal requirements

13. Starting an NPO: What You Need to Know and What You Need to Do

A crash course in "everything" someone hoping to create an NPO needs to know. This module draws on content from modules 1 through 18.

14. Marketing the Small NPO on a Shoestring Budget: Using "Earned Media" and Collaboration

Includes two-dozen specific money-saving tips on making "earned media" (public relations) work for you. Plus two-dozen additional tips on how to collaborate with other organizations to lighten your load. Remember: In order to get people to sit up and take notice, YOU have to sit up and take notice of what makes people sit up and take notices!

15. Succession Planning for NPOs:

If you ask people in a non-profit, who holds the keys to their website, they will usually name a single person. If you ask what happens if that person suddenly leaves, who could they turn to, you will usually get a very disturbed deer in the headlight look. For most non-profits their key resource is their people. Yet for a variety of reasons, very few non-profits consider what would happen if a key staff member, board member or volunteer should get sick, no longer be available or decide to leave. Explore the key activities needed to assure the sustainability of a non-profit when it loses key personnel.

16. Public Speaking for NPO Pros: Looking Good and Sounding Good

Simply being "on the side of the angels" doesn't guarantee that you're good at telling your organization's story. Learn how to look and sound your best at the podium and in front of a microphone. Covers everything from Aristotle's lessons on effective presentation tactics to the famous 55-38-7 rule, to how to avoid being overcome by "nerves."

17. Time Management: Doing What You Like to Do vs. What You Need to Do

Insight into making "good" decisions and working more efficiently. Plus a look at 18 different apps that help track your team's work hours and also their productivity (you can eliminate distractions). Includes discussions about assigning people to different tasks, creating projects based on budget, people, tasks, etc.

18. Effective Meetings: Is This Term Really and Oxymoron?

How do you turn "this is a colossal waste of time" meetings into short, focused meetings that produce results? Studies suggest that the average manager will spend as much as 31 hours in unproductive meetings every month. Not hard to believe when you realize that, on average, an employee attends 62 meetings each and every month. Even more important: 91% admit to daydreaming, 47% complain poor meetings are the #1 time-waster in the office, and 39% admit that they have even fallen asleep! Help your people reach a common understanding on what factors influence good and bad meetings.

19. Social Media: What To Do and What Not To Do

Facebook, You Tube, Instagram, Twitter? How many social media platforms do your need? Should you blog or create a vlog? How often should you post? Which platforms should you use? And how can you use them effectively...especially if you're not a social media maven?

20. Social Entrepreneurship and Social Ventures:

introduction to the growing world of social entrepreneurship initiatives and social ventures. Topics include the rapid growth of social entrepreneurship throughout the world and its ability to enrich communities by employing traditional business skills on behalf of the social sector and whether business entrepreneurs and social entrepreneurs use similar skills and tools and how their measured outcomes differ. Also explores how social entrepreneurs address market failure and the absence of viable markets with innovative and unconventional perceptions and solutions, using the case study approach to examine the operation of successful examples of social entrepreneurship and how the knowledge acquired from these successes can be used to solve other important economic and social problems.

Michael Willmann
NPDCSNJ
PO Box 100
Haddonfield, NJ 08033

Michael Goonan
Director III, Workforce Education & Career Services
Workforce Development
RCSJ-Cumberland Campus
3322 College Drive
Vineland, NJ 08360



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR FUNDS FROM THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION'S (OSHE) HUNGER-FREE CAMPUS GRANT PROGRAM.


WHEREAS, The New Jersey Office of the Secretary of Higher Education requires Board of Trustees approval for the Rowan College of South Jersey to apply for and accept these funds; and

WHEREAS, The New Jersey Office of the Secretary of Higher Education requires the Board of Trustees to grant permission to both the Cumberland Campus Administration and Gloucester Campus Administration to accept these funds beginning March 2020 and ending on September 30, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January 2020, that permission is granted to the Rowan College of South Jersey to apply for and accept up to \$100,000, to execute the contracted activities for the New Jersey Office of the Secretary of Higher Education's (OSHE) Hunger-Free Campus Grant Program.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, January 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO GRANT ACADEMIC SERVICES PERMISSION TO COLLABORATE WITH ROWAN UNIVERSITY AND APPLY, AND UPON AWARD, ACCEPT FUNDING FROM THE NATIONAL SCIENCE FOUNDATION'S IMPROVING UNDERGRADUATE STEM EDUCATION: ENGAGED STUDENT LEARNING LEVEL II GRANT PROGRAM

WHEREAS, the NJ Office of the Secretary of Higher Education requires the Board of Trustees approval for the Rowan College of South Jersey Administration to apply for these funds; and

WHEREAS, the NJ Office of the Secretary of Higher Education requires the Board of Trustees to grant permission to the Administration to apply for these funds for the Fiscal Year starting on April 1, 2020, and ending on April 1, 2023; and

WHEREAS, this collaborative grant program with Rowan University will enhance the educational opportunities in the Engineering Laboratory coursework at Rowan College of South Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 14th day of January 2020, that permission is hereby granted to the Administration to collaborate with Rowan University and apply, and upon award, accept funding in the amount of \$26,739 over three years (2020-2023) from the National Science Foundation's Improving Undergraduate STEM Education: Engaged Student Learning Level II Grant Program in collaboration with Rowan University.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, January 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR FUNDS FROM THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION'S (OSHE) HUNGER-FREE CAMPUS GRANT PROGRAM.


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ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, January 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE THE AWARD OF A NON-FAIR AND OPEN CONTACT FOR A CONSULTANT SPECIALIZING IN STUDENT RETENTION
(Pursuant to the N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College of South Jersey Cumberland and Gloucester campuses, have a need to acquire professional services consultant in Student Retention for the New Jersey Department of Education, Carl D. Perkins Career and Technical Education Postsecondary Grant program; and

WHEREAS, the anticipated term of this contract is six months commencing on January 1, 2020 the date of the contract and may be extended as approved by the College; and

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

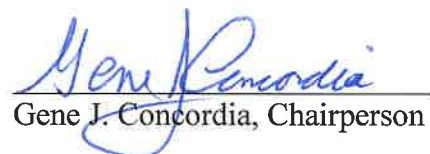
WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded will not exceed \$6,000; and

WHEREAS, Adrienne Atterberry has completed and submitted a Business Entity Disclosure Certification which certifies that she has not, during the one year preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester or the County of Cumberland if a member of that political party is serving in an elective public office of the County of Gloucester or the County of Cumberland at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester or the County of Cumberland when the contract is awarded, and that the contract will prohibit from making any reportable contributions through the term of the contract; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the President or his designee to enter into contracts with Adrienne Atterberry of Willingboro NJ as described herein.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE THE AWARD OF A NON-FAIR AND OPEN CONTACT FOR A CONSULTANT SPECIALIZING IN COMPREHENSIVE LOCAL NEEDS ASSESSMENT

(Pursuant to the N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)

WHEREAS, Rowan College of South Jersey Cumberland and Gloucester campuses, have a need to acquire professional services consultant in Comprehensive Local Needs Assessment for the New Jersey Department of Education, Carl D. Perkins Career and Technical Education Postsecondary Grant program; and

WHEREAS, the anticipated term of this contract is five months commencing on January 1, 2020 the date of the contract and may be extended as approved by the College; and

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

WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded will not exceed \$20,000; and

WHEREAS, Lisa Krausz of LDPlatt Strategies has completed and submitted a Business Entity Disclosure Certification which certifies that she has not, during the one year preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester or the County of Cumberland if a member of that political party is serving in an elective public office of the County of Gloucester or the County of Cumberland at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester or the County of Cumberland when the contract is awarded, and that the contract will prohibit from making any reportable contributions through the term of the contract; and

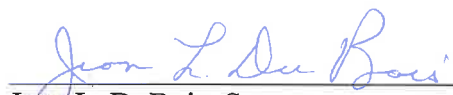
WHEREAS, the Vice President and Chief Operating Officer certifies the funds are available; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the President or his designee to enter into contracts with Lisa Krausz of Rehoboth Beach DE as described herein.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





Board of Trustees
Policy Synopsis

P (REVISE) 2011 RECORDS RETENTION AND DISPOSITION

Background for policy revision:

This revised policy includes the disposition of records in accordance with the New Jersey Division of Archives and Records Management's guidelines for community colleges in addition to the delineation of records retention. The content of this policy continues to adhere to New Jersey Statute and federal law.



1
2 **Rowan College**
3 **of South Jersey**

4 REVISE

5
6 Policy: 2011
7 Title: **RECORDS RETENTION AND DISPOSITION**
8 Area: General Administration
9 Approved: TBD

10
11
12
13 The eCollege will retain and dispose records in accordance with the New Jersey Division
14 of Archives and Records Management's guidelines for community colleges.

15
16 The President will approve administrative procedures associated with these guidelines.
17
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29 References:

30
31 Rowan College of South Jersey Administrative Procedure, *2011 Records Retention and*
32 *Disposition*

33
34 Rowan College of South Jersey Board of Trustees Policy Manual, *2003 Open Public*
35 *Access to Records*

36
37 NJ Division of Archives and Records Management,
38 <http://www.njarchives.org/lilnks/pdf/c270000.pdf>

39
40 NJ Administrative Code, Title 15:3, Records Retention



Las 
VIVAS

Hacia la Graduación

Demographic Information - Cumberland County, NJ

- Population - 150,972 (-3.6%)
- Income per capita - \$23,012
- Unemployment Rate:
 - New Jersey State - 3.4%
 - Cumberland County - 4.8%
- Persons in Poverty - 18.8%
 - Households with children under 18 Living in Poverty - 21%
 - Households without broadband internet access - 29%
- High School Graduate - 77.9%
- Some college or graduate study - 45.2%
 - Earned a Bachelor's Degree or Higher - 14.4%



HSI Challenges:

- Higher percentage of First Generation College Students
- Poor access to Financial Aid
- Low Social Capital
- Lack of organizational and communication skills
- Low Self Esteem
- High Attrition
- Lagging graduation rates

Cultural Attributes include: Hard working, articulate, entrepreneurial, family oriented, willingness to invest in the community.



Vías hacia la Graduación



The Las Vías program increases communication, outreach, and advisement support services for first-generation and Hispanic students in order to promote steady connection with advisors, strengthen academic performance, and increase potential to graduate.

Nuestro programa es parte de una iniciativa de RCSJ - Cumberland Campus, para aumentar el éxito hacia la graduación entre los estudiantes hispanos del colegio. Los estudiantes que son parte del programa Las Vías, recibirán servicios de apoyo académico individualizados y asesoramiento en las áreas de servicios académicos y de su carrera, ayuda financiera, servicios de transferencia, y programas especiales.

Primary Initiatives:

- Take the Lead Summer Bridge Program
- Family Information Sessions and Orientation
- Bilingual Testing Proctors and Brush up Workshops
- Las Vias Peer Mentor Program
- Starfish Early Alert and Connect
 - TouchPoint Tracking
- Academic Engagement
 - Phi Theta Kappa
 - Workshop participation
 - CLEP- accelerated graduation
 - Developmental Math and Writing Labs
- Commitment to Graduate within 3 years (150%)

We are here for you!

Summer Bridge Programs

At Cumberland, we are excited to offer 5 Summer Bridge Programs:

<u>2019</u>	<u>Participants</u>
Las Vias (Title V)	22
HSI STEM	19
EOF	24
SSS	25
CB2R	<u>15*</u> <small>(CB2R - Cumberland Bridge to Rowan Biology research programs)</small>
Total	103

Take-the-Lead Summer Program

Participants:

- Complete a 1-credit hybrid Freshman Seminar course
- Engage in activities to promote self-awareness & communication skills
- Take part in a DISC career assessment to discover and develop leadership.
- Learn about the various resources available on campus
- Can participate in mentorship opportunities and apply for positions as peer mentors or tutors.
- Are better prepared for the Fall semester



Take-the-Lead Summer Program - Stats

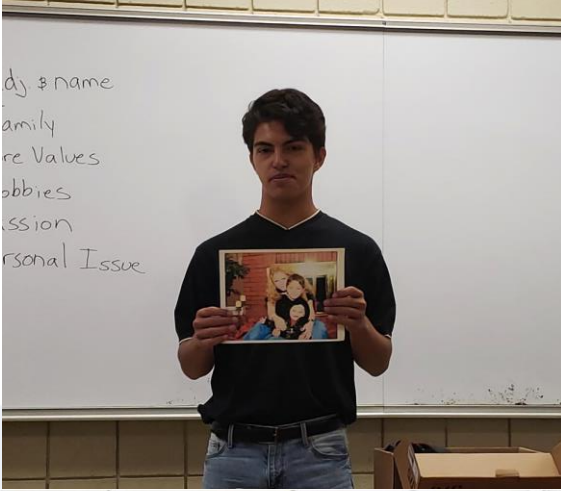
Summer	Number of Participants	At College Level English	At College Level Math	Registered for the Fall Semester Following Summer Program	Successful Completion of Fall Semester with ≥ 2.0 GPA
2016	23	100%	78%	100%	87%
2017	22	100%	73%	100%	91%
2018	21	100%	71%	100%	86%
2019	22	100%	77%	95%	



Take-the-Lead Persistence to Graduation

Year	# Retained Fall to Fall	%	Graduated in 2 years	%	Graduated in 3 years	%
2016 - 23 Students	22	96%	11/23	48%	13/22	57%
2017 - 22 Students	14	64%	11/22	50%	-	-
2018 - 21 Students	17	81%	-	-	-	-





Peer Mentor Program



- NASPA Certified
- Ongoing training
- Campus Involvement
- Outreach
- Peer Support

Academic Engagement

Phi Theta Kappa

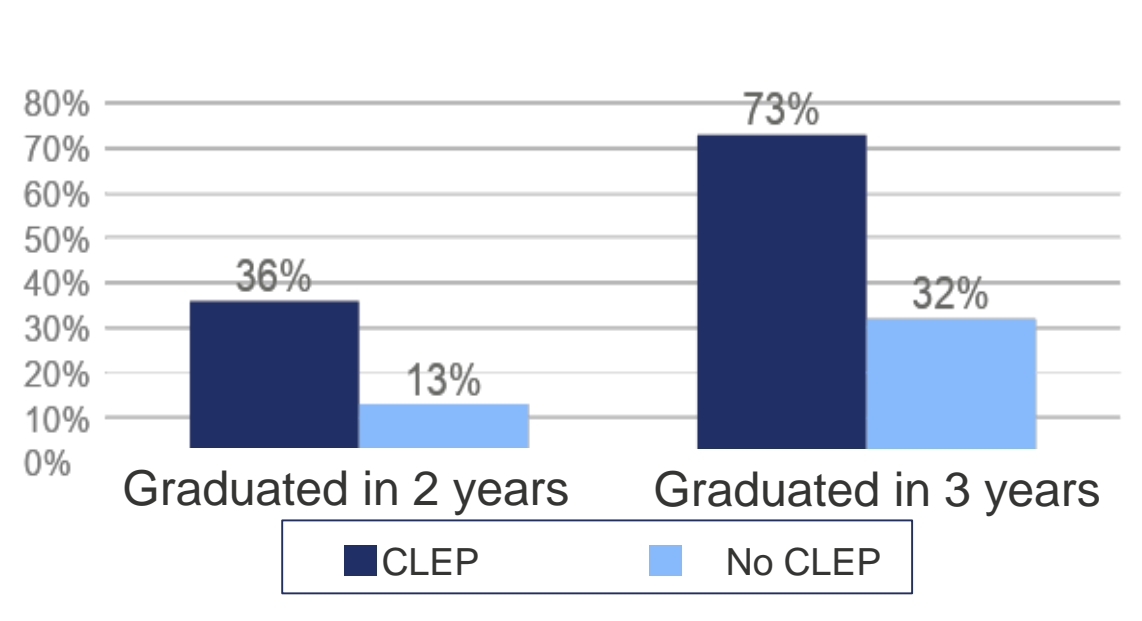
Cohort Year	Hispanic Students Inducted into PTK
2015 – 2016	36 / 127
2016 – 2017	49 / 155
2017 – 2018	72 / 245

Workshop participation

FA17 to SP18 – 250 students attended
23 workshops on:

- Financial Aid
- Time Management
- Mindset
- Financial Literacy

Students Enrolled in Fall 2015 - CLEP



- Focused Cohort advisement
- Increased academic engagement – workshops, testing
- Promoting campus involvement – clubs, sports, events

- Success Network
- Alerts/Flags
- Kudos
- Emails
- Tutoring
- Campus Services
- Appointments



Flag
Referral
To-Do
Kudos
Message
Note
Appointment
File
Intake

- Overview
- Info
- Success Plans
- Courses
- Tracking
- Meetings
- Notes
- Network

Created In Term
Written By
Note Type

Ongoing
Anyone
Any

Type	Subject	Written By	Date
Appointment Comment	Appointment with Arisdelci Bermudez on 4/5/2019 for Las Vias Reasons	Diana Appel Role: General Advisor ALL, COHORT	04-05-2019
Note	Event Comment: Bermudez, Arisdelci on 03/26/2019	Diana Appel Role: General Advisor ALL, COHORT	03-26-2019
General Shared Note	TP7	Elba Lopez Role: Peer Mentor	03-26-2019
Note	Event Comment: Bermudez, Arisdelci on 03/22/2019	Iris Torres Role: General Advisor ALL	03-22-2019
Message	Schedule your appointment today!	Diana Appel Role: General Advisor ALL, COHORT	03-22-2019
General Shared Note	TP7	Lizmary Arriaga Role: Peer Tutor, Peer Mentor	03-01-2019
Appointment Comment	Appointment with Arisdelci Bermudez on 2/27/2019 for Las Vias Reasons	Diana Appel Role: General Advisor ALL, COHORT	02-28-2019
General Shared Note	TP7	Elba Lopez Role: Peer Mentor	02-13-2019
General Shared Note	TP7	Giovanni Barragan Role: Peer Mentor	01-31-2019

Touch-point Tracking

Edit Appointment

Never

Scheduling

Outcomes

SpeedNotes

Check off the topics discussed and activities completed in this meeting.

COHORT Touchpoints

- Academic Counseling
- Academic Review
- Activities/Clubs/NSO
- Career/Mentoring/Resume
- Course Selection/Registration
- Digital Outreach
- Education Success Plan
- Financial/Scholarships
- Graduation/Transfer
- Intake
- Midterm
- Other
- Personal, Home/Work/Life Balance
- Placement/Testing
- Progress Report
- Tutoring, Study Skills/Notetaking
- Workshops

RETENTION Codes

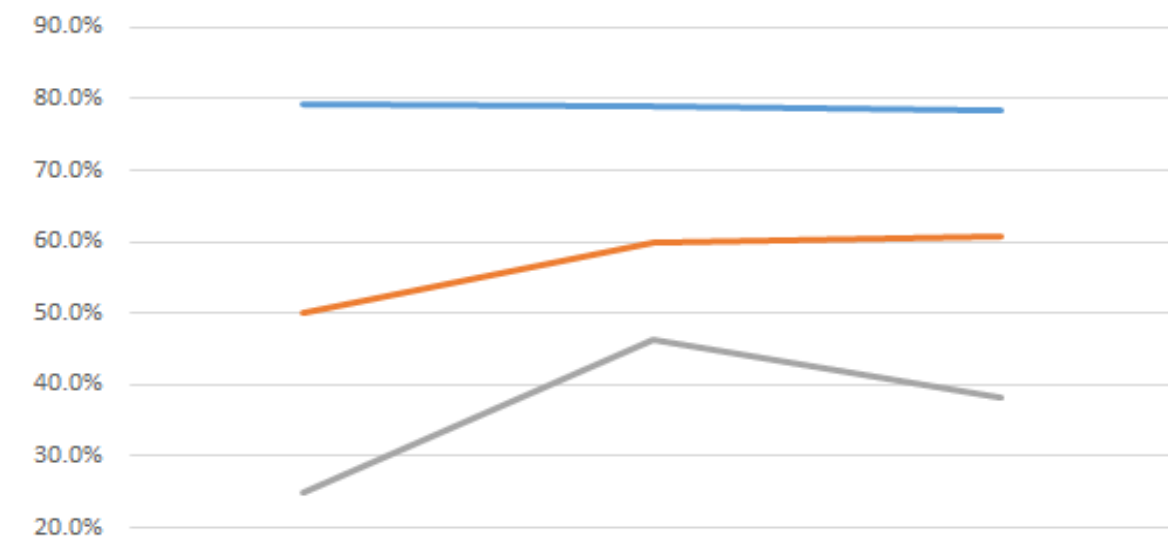
- STOPOUT Childcare
- STOPOUT Course Issues
- STOPOUT Financial
- STOPOUT Medical
- STOPOUT Military
- STOPOUT Personal/Confidential
- STOPOUT Personal/Time Conflicts
- STOPOUT Transferred
- STOPOUT Transportation

Implementation of Technology-Triggered Human Interventions during Students' First Year of Enrollment

Cohort	Percentage of Las Vías Students receiving Touch-points:					
	1-3 TP		4-6 TP		7+ TP	
Fall 2015	(10/93)	11%	(33/93)	35%	(50/93)	54%
Fall 2016	(7/92)	8%	(19/92)	14%	(66/92)	72%
Fall 2017	(0/85)	0%	(0/85)	0%	(85/85)	100%

Attendance Concerns – Retention Rates

Fall-to-Spring Retention Rates
By Number of Attendance Concerns Raised

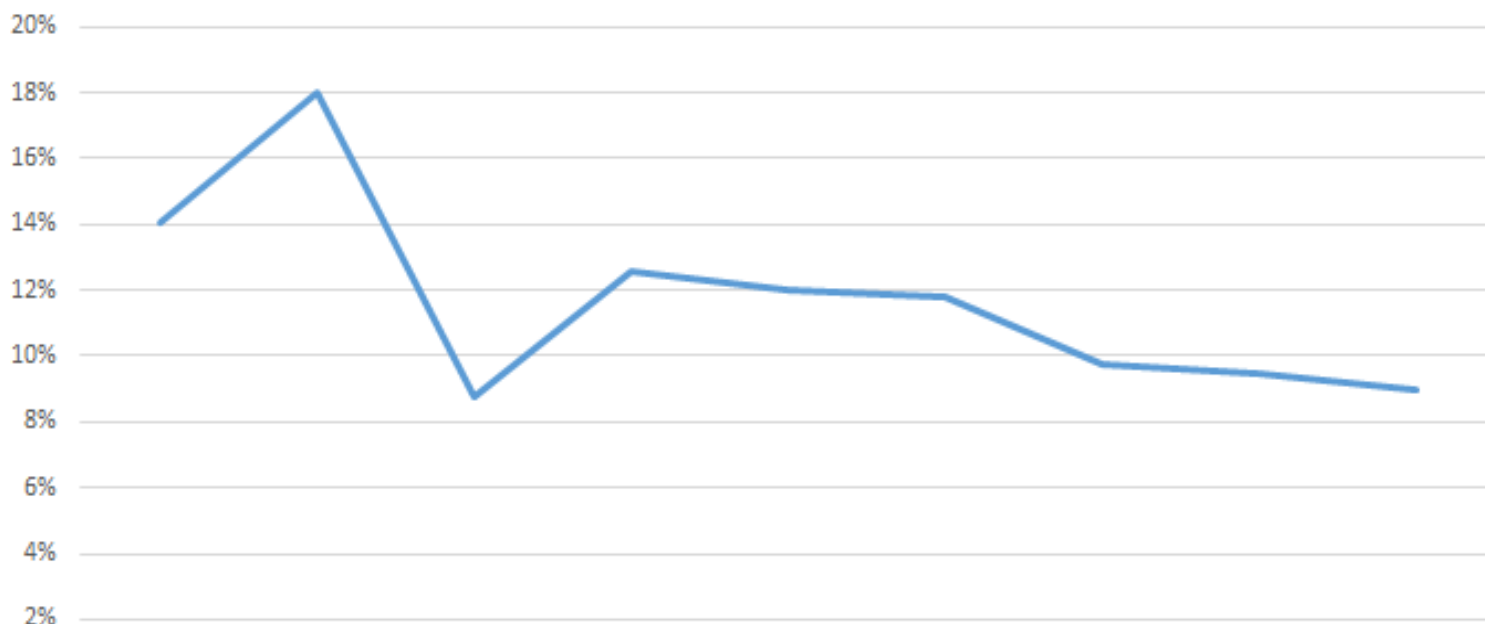


	Fall 2016	Fall 2017	Fall 2018
0	79.4%	79.0%	78.3%
1-2	50.0%	59.9%	60.7%
3+	25.0%	46.4%	38.1%

- Retention for students with 1 or 2 attendance alerts increased from 50% to 60.7%.
- For students who received 3+ attendance alerts, retention increased from 25% to 38%.

Course Failure for Attendance Reasons

Rate of Course Failure For Attendance Reasons
Developmental Courses

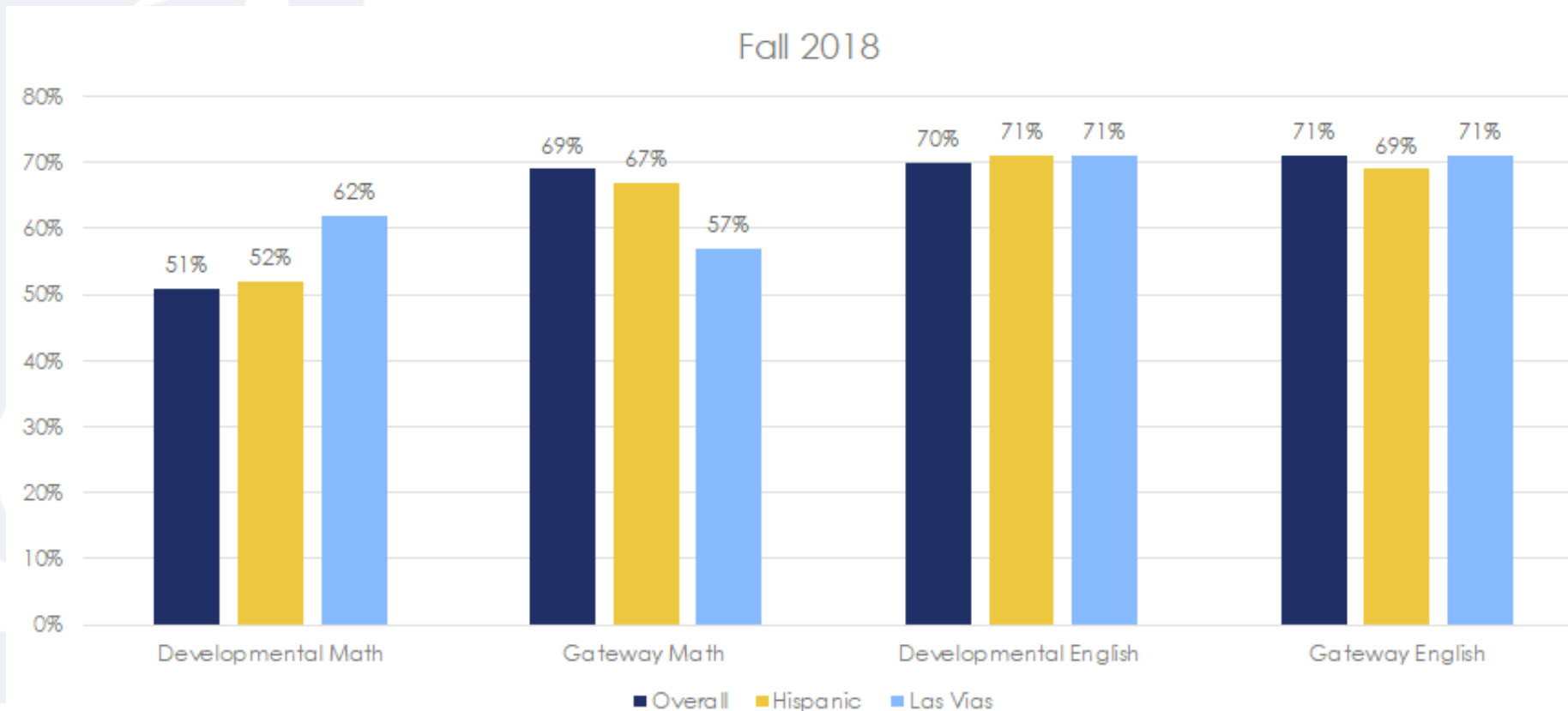


	Fall 2015	Spring 2016	Fall 2016	Spring 2017	Fall 2017	Spring 2018	Fall 2018	Spring 2019	Fall 2019
Total	14%	18%	9%	13%	12%	12%	10%	9%	9%

	Course Enrollments	Course Failure for Attendance Reasons	
	#	#	%
Fall 2015	1086	153	14%
Spring 2016	578	104	18%
Fall 2016	857	75	9%
Spring 2017	573	72	13%
Fall 2017	864	104	12%
Spring 2018	552	65	12%
Fall 2018	677	66	10%
Spring 2019	529	50	9%
Fall 2019	859	77	9%

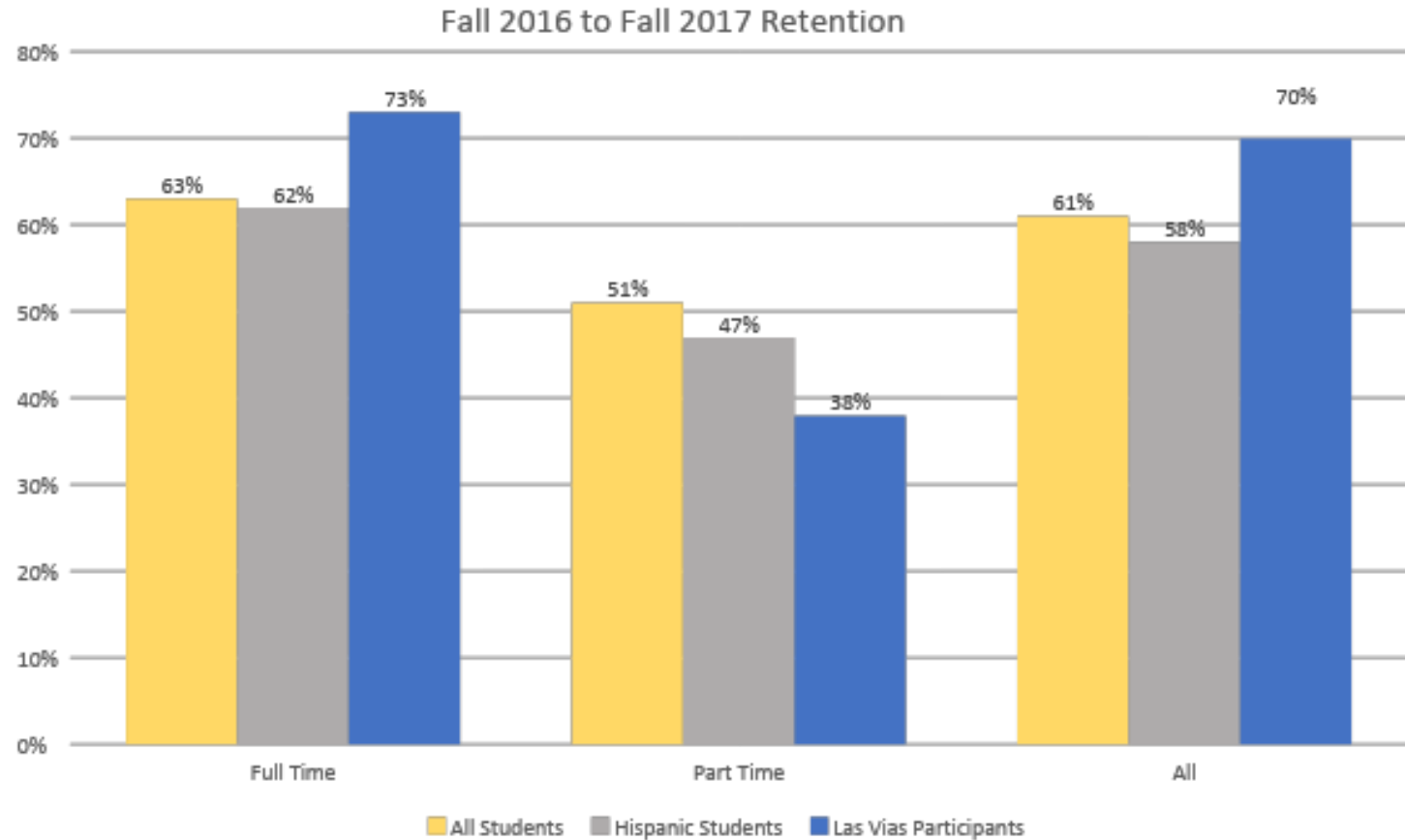
The rate of course failure for attendance for developmental courses dropped from **14%** in Fall 2015 to **9%** in Fall 2019

Success in Developmental and Gateway Courses

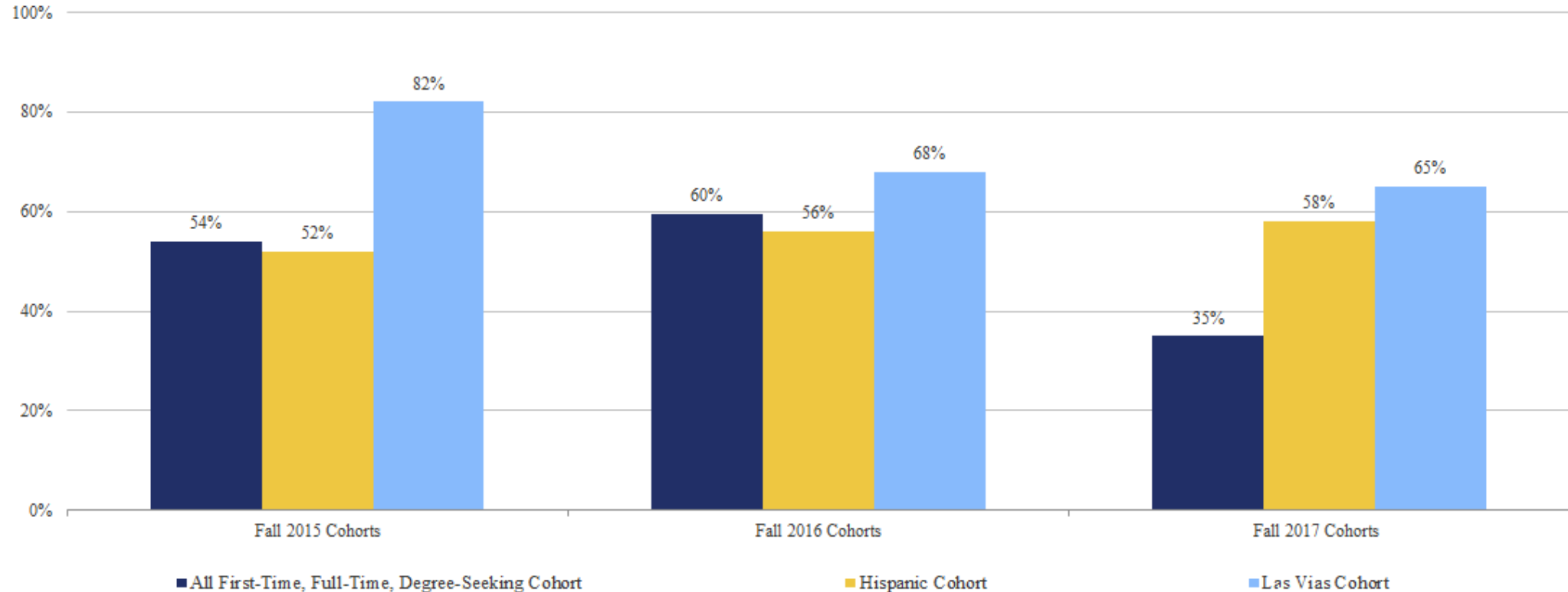


Overall Retention: First-Time Students

- Las Vias Cohort Fall 2016:
84 were Full Time
8 were Part Time.
- Las Vias Fall 16 to Fall 17:
 - 73% for Full Time
 - 38% for Part Time
 - 70% overall Fall to Fall retention, to date.



HSI Academic Persistence Toward Three Year Graduation: Accumulation of 20+ Credits in First Year of Enrollment

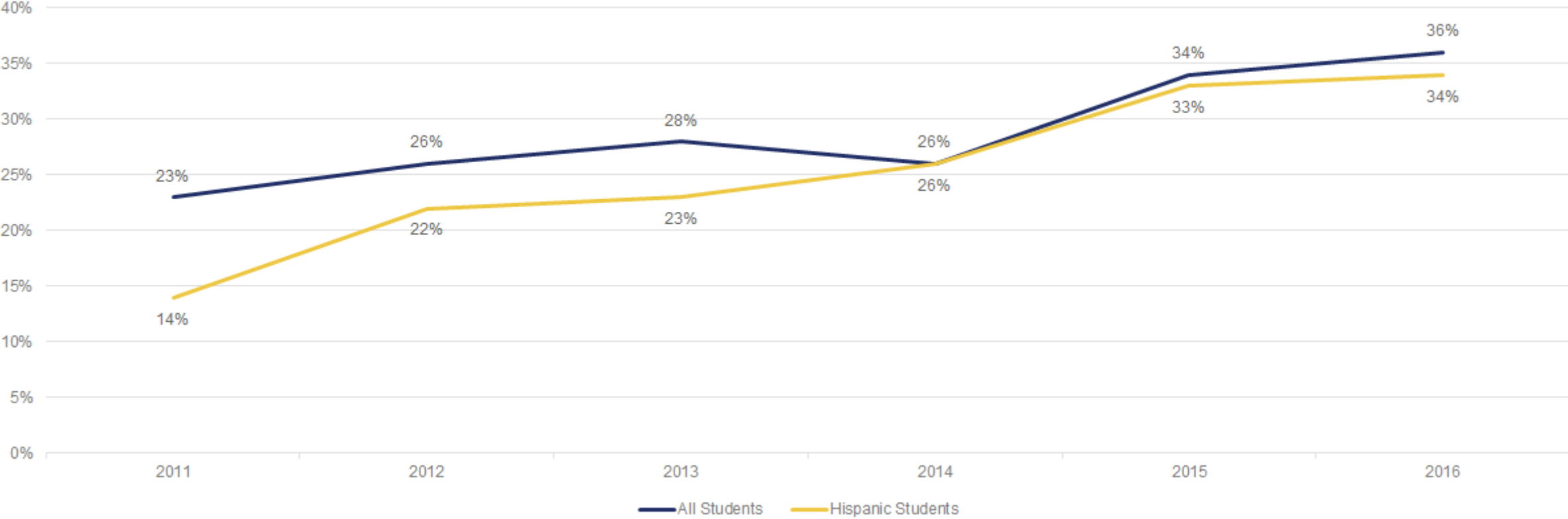


Las Vias....We are here for you!



Graduation Rates for Hispanic students

Key Performance Measure: The percentage of first-time, full-time degree-seeking undergraduate students enrolled at a two-year HSI graduating within three years of enrollment



Source: IPEDS Data Center

The Student Success Model at RCSJ-C

