



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

CONFERENCE CALL REGULAR SESSION MINUTES
September 8, 2020

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:00 p.m. held via internet conferencing technology.

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 June 2, 2020, to *The South Jersey Times*, and *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 Meg Resue:

Members Present:

Ms. Ave' Altersitz
Mr. Gene Concordia
Rev. Dr. James Dunkins
Mr. Benjamin Griffith
Ms. Ruby Love
Mr. Ken Mecouch
Ms. White-Coursey
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Jean DuBois
Ms. Yolanda Garcia Balicki, Esq.
Mr. Len Daws

Advisors Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed everyone present on the call for the evening.

PRESIDENT'S REPORT

Dr. Keating began his report by sharing some good news and informed the Trustees that the College's Associate degree Nursing Program has earned the distinction of ranking #2 in the Northeast and has maintained a #1 ranking in the state for four consecutive years. In addition, RCSJ's Licensed Practical Nursing Program has been acknowledged for ranking #2 in New Jersey.

Per Dr. Keating, the College remains mired in Phase II of the Governor's pandemic reopening plan with the potential to soon move to Phase III provided the statistics continue to be stable. That said, Rowan University has recently reported about 100 COVID-19 cases, and the administration has alerted their faculty and staff to be ready to pull back all classes to on-line delivery if there is more escalation in the numbers. Other institutions in our region have already made this decision. With the safety of our students, faculty and staff a foremost consideration, the President felt it was a good plan to remain conservative for the fall semester with the continuation of about 90% online class delivery and about 10% delivered in a hybrid format. He told the Board he could not be prouder of the work done by the

College faculty and staff to make it all happen and was also very appreciative of the Board's support.

Regarding RCSJ finances, Dr. Keating noted there are three outstanding components he is waiting on for a clearer picture as to where the college stands financially: the state budget due for release October 1st, 10th day census on enrollment, now trending down by approximately 10% for the Gloucester campus and 14% for the Cumberland campus, and results of the CARES Act III application submittal. By the next meeting November 10th, we will have a better understanding of where we stand with the College's budget and the reserves needed to cover operations.

It was noted that all the Gloucester campus capital projects were continuing to move forward and the Gloucester Housing Authority apartment complex has been given the green light to proceed. Additionally, in collaboration GCIT and RCSJ are preparing to soon submit an application for funding to launch the Advance Manufacturing building project also to be sited on the Gloucester campus. The fifth and final building of the Redevelopment Project is a health building to be an extension of the nursing and allied health professions providing Chapter 12 money comes back to life, but there is some thought that the county might go without that money and do it themselves – this remains to be seen. Letters are coming regarding the Rutgers/Rowan funding with approximately 2 million earmarked for a Rowan Medicine building on the Cumberland campus.

Academically, Dr. Keating with acknowledgment from political entities and Rowan University is looking toward building a bigger and more aggressive Eds & Meds conversation with Inspira's new CEO, Amy Mansue for a premier MOU partnership comparable to the Rowan University relationship.

Dr. Keating updated the Trustees that the Foundational Excellence Through Diversity, Equity and Inclusion: A Strategic Action Plan is now underway under Ms. Almarie Jone's guidance. The results of this initiative will preface the College's Strategic Plan where both plans will be imbedded together as one plan and used to guide how we all act and treat each other.

ACCEPTANCE OF MINUTES

The July 14, 2020 Regular Session Meeting minutes were approved as published.

FINANCE

Mr. Burzichelli, VP & COO reviewed the financial statements ending July 31, 2020, and said he would not add too much more as Dr. Keating's comments as he provided a thorough overview. He indicated by the end of the month we will know more about the various allocations that will provide a better understanding of our numbers for the budget and noted that looking forward, he feels the 2022 budget will be more challenging than 2021.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending July 14, 2020. (Statements attached)

PLANNING/FACILITIES

Mr. Burzichelli, VP & COO provided an update on the College's security report (attached) and capital projects, he mentioned the Gloucester campus Economic Development building

would be ready to open and ready move-in activity the third week of October. Mr. Burzichelli then introduced the items for action by the Board.

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

1. Contract authorization Cisco Capital
2. Purchase/Installation agreement with Cisco IP Phones
3. Repair agreement with Carrier
4. Contract with Direct Energy Business
5. Purchases from ePlus Technology
6. Purchases from Leading Edge Design Grp
7. Purchases from Optiv Security
8. Purchases from Total Video Products

PERSONNEL

Mr. Burzichelli, VP & COO indicated that the personnel actions reflected the College's recently instituted re-deployment practice that demonstrates current employees being moved around to different positions with no new outside hires and went on to reviewed the resolutions for action.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Mecouch, with the following unanimously approved as presented: (documents/resolutions attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses
2. Affirmative Action/Title IV and ADA/Section 504 Officers
3. Certifying Officer and Supervisor of Certifying Officer

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services reiterated some of Dr. Keating's comments and mentioned fall semester classes are being held with 90 percent online with the balance held in a hybrid format to allow for some face-to-face contact to accommodate accreditation mandates for credential completion. He congratulated the faculty for their work to make this all happen. Dr. Rickards then reviewed the items for action.

On the recommendation of the President, Trustee Dunkins made a motion, seconded by Trustee Love, to approve the following: (resolutions attached)

1. Apply, upon award, accept funding for Adult Basic Skills Integrated English Literacy & Civic Program, July 1, 2020 – June 30, 2021(Cumberland Campus)
2. Apply, upon award, accept U.S. Dept. of Labor Employment Strengthening Community Colleges Training Grant

STUDENT SERVICES & BRANCH CAMPUS

Ms. Atkinson, VP, Student Services, applauded the Student Services team effort across both campuses to bring up the enrollment in a challenging environment. Many departments/divisions came together with all hands-on deck to keep the semester afloat. Ms. Atkinson reviewed the various activities to bolster the enrollment numbers. Other updates included that Student Services were now working on a Chat Bot functionality expansion project for both campuses to provide more automated online chat customer service opportunities for

students. In addition, the College testing centers on both campuses are now open for in-person access by appointment only and remote testing options will remain in place as well.

Dr. Piccone, VP & CAO – Branch Campus, echoed Ms. Atkinson’s praise for the faculty and staff who put in an immense amount of time and effort they put in to get the fall semester off the ground. He informed the Board of the great marketing effort to get the message out about the late start or flex start classes available, which will help to capture students who may have applied late for a financial package. Dr. Piccone reviewed many programs and grant opportunities that facilitate access to higher education opportunities for our students.

POLICY

Sandy Evans, Director, Strategic Planning & Policy, provided an overview summary of the polices for approval and asked if there were any questions.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Griffith, to approve the following policy: (summary & policy attached)

1. 3003 Grading Systems & Grade Point Average (GPA)

INNOVATION & TECHNOLOGY

Josh Piddington, VP & CIO, updated the Board on the progress made by the Distance Education over the summer. He thanked all the Distance Education professionals on both campuses for their 24/7 work with faculty to get more than 90 percent of the College’s courses online as one of their many accomplishments completed over a short period of time. He also thanked the Board for their continued support and for approving the Cisco phone project that will allow for a single phone system across both campuses.

PUBLIC PORTION

Chair Concordia asked Public comment:

Trustee Love congratulated and mentioned as a nurse how proud she was of Dr. Susan Hall and the Nursing Division for bringing home the awards year after year. Dr. Hall thanked the Board for their support and how the College leadership and various departments and staff have rallied around the division.

Trustee Griffith made everyone aware of the Suit A Student event taking place on September 16th at 7:00 p.m.

ADJOURNMENT

At 7:12 p.m., Trustee Griffith made a motion, seconded by Trustee Mecouch. The motion was unanimously approved to adjourn the meeting.

Respectfully submitted,


Jean L. DuBois, Secretary

Notes taken by Meg Resue

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JULY 31, 2020

	7/31/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 23,903,018	\$ 9,227,870	\$ (14,675,148)
Police Academy - Tuition	80,000	-	(80,000)
Fire Academy - Tuition	52,000	841	(51,159)
Continuing Education	2,037,500	42,014	(1,995,486)
Fees	14,887,958	5,187,038	(9,700,920)
Out of County	240,000	13,011	(226,989)
Government Appropriations			
State	9,093,884	467,335	(8,626,549)
Police Academy - State Funding	198,523	16,544	(181,979)
Fire Academy - State Funding	9,430	786	(8,644)
Continuing Ed - State Funding	107,168	8,931	(98,237)
County	14,492,600	2,069,597	(12,423,003)
Police Academy - County Funding	50,000	4,167	(45,833)
Fire Academy - County Funding	50,000	4,167	(45,833)
ACT Center - County Funding	100,000	8,333	(91,667)
Other Revenues			
Auxiliary Enterprises	557,500	1,140	(556,360)
Administrative Revenue	1,676,300	5,080	(1,671,220)
Drawdown from Unrestricted Fund Balance	288,974		(288,974)
County Debt Forgiveness	500,000		(500,000)
Reserve for Capital Projects	243,000		(243,000)
Federal (CARES Act)		424,904	(575,000)
Total Revenues	\$ 69,142,855	\$ 17,481,757	\$ (52,086,002)
Federal (GEERF) Not Received		424,904	424,904
Federal (CRF) Not Received		1,455,239.00	1,455,239
Potential Revenue with Federal Funds	\$ 69,142,855	\$ 19,361,900	\$ (50,205,859)
Current Operating Expenditures			
Instruction - Total	\$ 24,575,623	\$ 839,354	\$ 23,736,269
Personnel - FT	10,537,834	220,274	10,317,560
Personnel - FT OT, OL, Misc	2,973,549	280,658	2,692,891
Benefits	5,897,545	140,439	5,757,106
Personnel - PT	4,603,356	189,466	4,413,890
Expenses	563,339	8,517	554,822
Continuing Education - Total	\$ 2,277,301	\$ 125,922	\$ 2,151,379

Personnel - FT	701,000	64,506	636,494
Personnel - FT OT, OL, Misc	225	138	87
Benefits	399,267	38,170	361,097
Personnel - PT	517,708	15,430	502,278
Expenses	659,101	7,678	651,423
Police Academy - Total	\$ 467,349	\$ 40,815	\$ 426,534
Personnel - FT	264,899	22,280	242,619
Personnel - FT OT, OL, Misc	-	-	-
Benefits	143,585	14,712	128,873
Personnel - PT	34,529	3,590	30,939
Expenses	24,336	233	24,103
Fire Academy - Total	\$ 296,417	\$ 21,001	\$ 275,416
Personnel - FT	140,823	11,383	129,440
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	76,332	7,517	68,815
Personnel - PT	43,323	1,927	41,396
Expenses	29,890	174	29,716
Academic Support - Total	\$ 5,754,349	\$ 349,947	\$ 5,404,402
Personnel - FT	2,684,326	199,737	2,484,589
Personnel - FT OT, OL, Misc	91,704	1,943	89,761
Benefits	1,469,606	113,740	1,355,866
Personnel - PT	793,698	26,364	767,334
Expenses	715,015	8,163	706,852
Student Services - Total	\$ 12,702,454	\$ 935,022	\$ 11,767,432
Personnel - FT	6,546,007	545,300	6,000,707
Personnel - FT OT, OL, Misc	75,742	5,445	70,297
Benefits	3,567,048	298,354	3,268,694
Personnel - PT	1,059,407	28,825	1,030,582
Expenses	1,454,250	57,098	1,397,152
Institutional Support - Total	\$ 13,246,647	\$ 1,131,588	\$ 12,115,059
Personnel - FT	5,200,327	452,997	4,747,330
Personnel - FT OT, OL, Misc	21,500	6,718	14,782
Benefits	2,805,716	254,327	2,551,389
Personnel - PT	215,937	9,900	206,037
Expenses	5,003,167	407,646	4,595,521
Operating & Maintenance - Total	\$ 8,926,091	\$ 318,566	\$ 8,607,525
Personnel - FT	2,118,683	147,156	1,971,527
Personnel - FT OT, OL, Misc	125,839	634	125,205
Benefits	1,147,404	81,408	1,065,996
Personnel - PT	57,905	1,488	56,417
Expenses	5,476,260	87,880	5,388,380
Leasing Expenses		-	\$ -
Debt Service	\$ 83,656	7,038	\$ 76,618
Retiree Benefits	\$ 431,766	24,256	\$ 407,510
Auxiliary Enterprises	\$ 381,202	671	\$ 380,531
Total Operating Expenditures	\$ 69,142,855	\$ 3,794,180	\$ 65,272,057

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JULY 31, 2020
Gloucester Campus

	7/31/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,885,347	\$ 6,809,503	\$ (10,075,844)
Police Academy - Tuition	80,000	-	(80,000)
Fire Academy - Tuition	52,000	841	(51,159)
Continuing Education	1,250,000	38,510	(1,211,490)
Fees	10,790,800	3,887,131	(6,903,669)
Out of County	40,000	-	(40,000)
Government Appropriations			
State	5,834,281	358,179	(5,476,102)
Police Academy - State Funding	198,523	16,544	(181,979)
Fire Academy - State Funding	9,430	786	(8,644)
Continuing Ed - State Funding	107,168	8,931	(98,237)
County	7,900,000	2,069,597	(5,830,403)
Police Academy - County Funding	50,000	4,167	(45,833)
Fire Academy - County Funding	50,000	4,167	(45,833)
ACT Center - County Funding	100,000	8,333	(91,667)
Other Revenues	200,000	10	(199,990)
Auxiliary Enterprises	652,300	4,639	(647,661)
Administrative Revenue	288,974		(288,974)
Drawdown from Unrestricted Fund Balance	500,000		(500,000)
County Debt Forgiveness	243,000		(243,000)
Federal (GEERF)		297,433	
Total Revenues	\$ 45,231,823	\$ 13,508,770	\$ (32,020,486)
Federal (GEERF) Not Received		297,433	297,433
Federal (CRF) Not Received		1,018,667.00	1,018,667
Potential Revenue with Federal Funds	\$ 45,231,823	\$ 14,824,870	\$ (30,704,386)
Current Operating Expenditures			
Instruction - Total	\$ 16,520,005	\$ 579,204	\$ 15,940,801
Personnel - FT	7,439,601	160,619	7,278,982
Personnel - FT OT, OL, Misc	2,019,549	209,474	1,810,075
Benefits	4,032,551	84,436	3,948,115
Personnel - PT	2,751,515	119,416	2,632,099
Expenses	276,789	5,259	271,530
Continuing Education - Total	\$ 1,488,676	\$ 94,311	\$ 1,394,365

Personnel - FT	439,029	47,483	391,546
Personnel - FT OT, OL, Misc	225	-	225
Benefits	237,971	31,354	206,617
Personnel - PT	228,000	7,796	220,204
Expenses	583,451	7,678	575,773
Police Academy - Total	\$ 467,349	\$ 40,815	\$ 426,534
Personnel - FT	264,899	22,280	242,619
Personnel - FT OT, OL, Misc	-	-	-
Benefits	143,585	14,712	128,873
Personnel - PT	34,529	3,590	30,939
Expenses	24,336	233	24,103
Fire Academy - Total	\$ 296,417	\$ 21,001	\$ 275,416
Personnel - FT	140,823	11,383	129,440
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	76,332	7,517	68,815
Personnel - PT	43,323	1,927	41,396
Expenses	29,890	174	29,716
Academic Support - Total	\$ 3,682,638	\$ 219,026	\$ 3,463,612
Personnel - FT	1,692,565	129,306	1,563,259
Personnel - FT OT, OL, Misc	79,104	-	79,104
Benefits	917,436	73,819	843,617
Personnel - PT	473,748	13,981	459,767
Expenses	519,785	1,920	517,865
Student Services - Total	\$ 8,730,094	\$ 616,954	\$ 8,113,140
Personnel - FT	4,597,151	380,292	4,216,859
Personnel - FT OT, OL, Misc	69,242	-	69,242
Benefits	2,491,834	217,104	2,274,730
Personnel - PT	540,860	12,910	527,950
Expenses	1,031,007	6,648	1,024,359
Institutional Support - Total	\$ 7,701,167	\$ 502,793	\$ 7,198,374
Personnel - FT	3,178,812	288,864	2,889,948
Personnel - FT OT, OL, Misc	1,000	-	1,000
Benefits	1,723,040	164,908	1,558,132
Personnel - PT	118,273	5,259	113,014
Expenses	2,680,042	43,762	2,636,280
Operating & Maintenance - Total	\$ 5,828,759	\$ 241,515	\$ 5,587,244
Personnel - FT	2,026,815	139,500	1,887,315
Personnel - FT OT, OL, Misc	125,839	634	125,205
Benefits	1,098,612	79,639	1,018,973
Personnel - PT	57,905	1,488	56,417
Expenses	2,519,588	20,254	2,499,334
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 431,766	24,256	\$ 407,510
Auxiliary Enterprises	\$ 84,952	611	\$ 84,341
Total Operating Expenditures	\$ 45,231,823	\$ 2,340,486	\$ 42,891,337

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JULY 31, 2020

	7/31/2020		
	Budget Amount	Unaudited Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,017,671	\$ 2,418,367	\$ (4,599,304)
Continuing Education	787,500	3,504	(783,996)
Fees	4,097,158	1,299,907	(2,797,251)
Out of County (Charge back)	200,000	13,011	(186,989)
	-		-
Government Appropriations			
State	3,259,603	109,156	(3,150,447)
County	6,592,600	-	(6,592,600)
Other Revenues	357,500	1,130	(356,370)
Auxiliary Enterprises	1,024,000	441	(1,023,560)
Reserve Capital Proj	575,000		(575,000)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			
Federal (CARES Act)	-	127,471	127,471
Total Revenues	\$ 23,911,032	\$ 3,972,985	\$ (19,938,047)
Federal (GEERF) Not Received		127,471	127,471
Federal (CRF) Not Received		436,572	436,572
Potential Revenue with Federal Funds	\$ 23,911,032	\$ 4,537,028	\$ (19,374,004)
Current Operating Expenditures			
Instruction - Total	\$ 8,055,619	\$ 260,149	\$ 7,795,470
Personnel - FT	3,098,234	59,655	3,038,579
Personnel - FT OT, OL, Misc	954,000	71,184	882,816
Benefits	1,864,994	56,003	1,808,991
Personnel - PT	1,851,841	70,050	1,781,791
Expenses	286,550	3,258	283,293
Continuing Education - Total	\$ 788,625	\$ 31,611	\$ 757,014
Personnel - FT	261,971	17,023	244,948
Personnel - FT OT, OL, Misc		138	(138)
Benefits	161,296	6,816	154,480
Personnel - PT	289,708	7,634	282,074
Expenses	75,650		75,650
Academic Support - Total	\$ 2,071,711	\$ 130,921	\$ 1,940,790
Personnel - FT	991,761	70,431	921,330
Personnel - FT OT, OL, Misc	12,600	1,943	10,657

Benefits	552,170	39,921	512,249
Personnel - PT	319,950	12,383	307,567
Expenses	195,230	6,243	188,987
Student Services - Total	\$ 3,972,360	\$ 318,070	\$ 3,654,290
Personnel - FT	1,948,856	165,011	1,783,845
Personnel - FT OT, OL, Misc	6,500	5,445	1,055
Benefits	1,075,214	81,250	993,964
Personnel - PT	518,547	15,915	502,632
Expenses	423,243	50,450	372,793
Institutional Support - Total	\$ 5,545,479	\$ 628,795	\$ 4,916,684
Personnel - FT	2,021,514	164,133	1,857,381
Personnel - FT OT, OL, Misc	20,500	6,718	13,782
Benefits	1,082,676	89,419	993,257
Personnel - PT	97,664	4,641	93,023
Expenses	2,323,125	363,884	1,959,241
Operating & Maintenance - Total	\$ 3,097,332	\$ 77,050	\$ 3,020,282
Personnel - FT	91,868	7,656	84,212
Personnel - FT OT, OL, Misc	-	-	-
Benefits	48,792	1,769	47,023
Personnel - PT	-	-	-
Expenses	2,956,672	67,626	2,889,046
Debt Service	\$ 83,656	7,038	\$ 76,618
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ -	-	\$ -
Auxiliary Enterprises	\$ 296,250	60	\$ 296,190
Total Operating Expenditures	\$ 23,911,032	\$ 1,453,694	\$ 22,457,338

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, C.O.O.
FROM: Paul J. Babcock, Director, Safety & Security – Gloucester Campus
FROM: Andres Lopez, Director of Campus Safety and Security -Cumberland Campus
DATE: September 1 , 2020
SUBJECT: **CRIME STATISTICS for the month of August 2020**

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	0 incidents
Harassment	0 Incidents	0 incidents
Criminal Mischief	0 Incidents	0 incidents
Receiving Stolen Property	0 Incidents	0 incidents
False Public Alarms	0 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	0 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents/Incidents	0 Incidents	0 incidents
Fire	0 Incidents	0 incidents
Medical Assist/Incidents	0 Incidents	0 incidents

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, C.O.O.
FROM: Paul J. Babcock, Acting Director, Safety & Security – Gloucester Campus
FROM: Andres Lopez, Director of Campus Safety and Security -Cumberland Campus
DATE: August 3rd, 2020
SUBJECT: **CRIME STATISTICS for the month of July 2020**

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	0 incidents
Harassment	0 Incidents	0 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	0 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents/Incidents	0 Incidents	0 incidents
Fire	0 Incidents	0 incidents
Medical Assist/Incidents	0 Incidents	0 incidents



RESOLUTION TO AUTHORIZE CONTRACT BETWEEN CISCO CAPITAL AND ROWAN COLLAGE OF SOUTH JERSEY TO PURCHASE AND INSTALL CISCO IP PHONES

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

WHEREAS, Cisco Systems goods and services are provided under the terms of the New Jersey State Contract number 87720 as per NASPO Master Agreement 87720 most recently updated via Change Order M7000 Solicitation # JP14001 dated May 28, 2020; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Cisco Capital in the amount of \$90,046.09. This agreement will be billed over a five-year period as follows: Year 1: \$18,009.22, Year 2: \$18,009.22, Year 3: \$18,009.22, Year 4: \$18,009.22, Year 5: \$18,009.21 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes entering into an agreement with Cisco Capital in the amount of \$90,046.09 to purchase and install Cisco IP phones for the Cumberland Campus.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN ASPIRE TECHNOLOGY PARTNERS AND ROWAN COLLAGE OF SOUTH JERSEY TO PURCHASE AND INSTALL CISCO IP PHONES

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

WHEREAS, Cisco Systems goods and services are provided under the terms of the New Jersey State Contract number 87720 as per NASPO Master Agreement 87720 most recently updated via Change Order M7000 Solicitation # JP14001 dated May 28, 2020; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Aspire Technology Partners in the amount of \$215,230.00. This agreement will be billed over a five-year period as follows: Year 1: \$95,446, Year 2: \$29,946, Year 3: \$29,946, Year 4: \$29,946, Year 5: \$29,946 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes entering into an agreement with Aspire Technology Partners in the amount of \$215,230.00 to purchase and install Cisco IP phones for the Cumberland Campus.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 CARRIER FOR THE REPAIR OF HVAC CHILLERS

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services for repairs to HVAC chillers on the Cumberland campus; and

WHEREAS, Rowan College of South Jersey, pursuant to 18A:64A-25.5(3), allows the Board of Trustees the authority to approve the purchase, contract or agreement in excess of \$36,400 (current bid threshold) which may be negotiated or awarded without public advertising for bids if the subject matter consists of “materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted”; and

WHEREAS, Carrier is the only vendor capable of troubleshooting or performing maintenance on the chillers due to proprietary hardware and software; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Carrier as necessary to repair HVAC equipment; 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 agreements with Carrier not to exceed \$100,000.00 for the repair of HVAC chillers.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 DIRECT ENERGY BUSINESS FOR ELECTRIC 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 A30-2020 for the supply and delivery of electric 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 electric supply services; and

WHEREAS, the Lead Agency for the South Jersey Cooperative declares Direct Energy Business as the lowest responsible bidders for a term of 24 months commencing on September 1, 2020 and ending on September 1, 2022 at the prices listed in the proposals of Bid A30-2020; 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 hereby authorizes and directs the Rowan College of South Jersey to enter into a 24-month contract with Direct Energy Business of Iselin, NJ for the Supply and Delivery of Electric.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 AGREEMENTS WITH EPLUS TECHNOLOGY FOR OUTFITTING THE ROWAN MEDICINE CENTER

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 ePlus Technology based on RFP 20-15; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with ePlus Technology in the amount of \$710,616.50 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes additional purchases for the Rowan Medicine Center from ePlus Technology based on Rowan University RFP 20-15 in the amount of \$710,616.50.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 AGREEMENTS WITH LEADING EDGE DESIGN GROUP FOR OUTFITTING THE ROWAN MEDICINE CENTER

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 Leading Edge Design Group based on RFP 19-01; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Leading Edge Design Group in the amount of \$24,359.31 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes additional purchases for the Rowan Medicine Center from Leading Edge Design Group based on Rowan University RFP 19-01 in the amount of \$24,359.31.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 AGREEMENTS WITH OPTIV SECURITY FOR OUTFITTING THE ROWAN MEDICINE CENTER

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 Optiv Security based on RFP 20-15; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Optiv Security in the amount of \$103,423.48 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes additional purchases for the Rowan Medicine Center from Optiv Security based on Rowan University RFP 20-15 in the amount of \$103,423.48.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 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 AGREEMENTS WITH TOTAL VIDEO PRODUCTS FOR OUTFITTING THE ROWAN MEDICINE CENTER

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 Total Video Products based on RFP 19-39; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with Total Video Products in the amount of \$537,578.00 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; 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 hereby authorizes additional purchases for the Rowan Medicine Center from Total Video Products based on Rowan University RFP 19-39 in the amount of \$537,578.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary



RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 9/8/2020

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

(1) One Full Time New Hire:

Title	Name	Rationale	Salary	Effective Date
Instructor I, Business Studies	Dominic Puggi	Replacement	\$42,500.00 per year	9/1/2020

(9) Nine Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Counseling Advisor	Samantha Frost	Part Time to Full Time	\$42,000.00 per year	7/27/2020
Clinical Education Coordinator, Physical Therapy Assistant	Georgette Costello	Part Time to Full Time	\$50,000.00 per year	8/17/2020
Executive Director, Institutional Research	Regina Kukola	Replacement	\$73,200.00 per year	8/31/2020
Clinical Education Coordinator, Diagnostic Medical Sonography	Shari Morgan	Part Time to Full Time	\$50,000.00 per year	8/31/2020
Human Resources Assistant	Allison DeKusso	Reassignment	\$19.82 per hour	9/1/2020
Director, HR and Training	Jennifer Gates	Title Change	\$53,000.00 per year	9/1/2020
Team Coordinator V, STEM	Lisa Ford	Reassignment	\$19.70 per hour -No salary change	9/7/2020
Administrator, Selective Admissions	Samantha Wagner	Reassignment	\$43,117.66 - No salary change	9/8/2020
Student Development Specialist, EOF	Alvin Gay	Reassignment	\$42,043.50 per year -No change in salary (Grant-funded)	9/14/2020

(2) Two Part-Time Employees:

Title	Name	Rationale	Salary	Effective Date
Men's Head Golf Coach	Guy Davidson	Resignation	\$3,666.00 per year	9/15/2020
Women's Head Golf Coach	Guy Davidson	Resignation	\$3,666.00 per year	9/15/2020

(1) One Retirement:

Title	Name	Effective Date
Director II, Academic Support	Carol Meglio-Lentz	3/1/2021

(4) Four Resignations:

Title	Name	Rationale	Salary	Effective Date
Assistant Director, Athletics	George Hobbins	Resignation	\$46,147.50 per year	8/28/2020
Men's Head Golf Coach	James Clarke	Resignation	\$3,666.00 per year	9/1/2020
Women's Head Golf Coach	James Clarke	Resignation	\$3,666.00 per year	9/1/2020
Grounds Keeper, Facilities	Nathan Young	Resignation	\$17.97 per hour	9/10/2020

(2) Two Faculty Promotions:

Title	Name
Associate Professor, STEM	Gregory Butkusiem
Associate Professor, STEM	Nasra Sultana

(3) Three Annual Appointments:

Revised - 2020 -2021 - Special Services Contract
Resolution to Approve Affirmative Action/Title IV Officer and ADA/Section 504 Officer
Resolution to Approve Certifying Officer and Supervisor of Certifying Officer

ROWAN COLLEGE of SOUTH JERSEY

Schedule of Special Service Contracts

FISCAL YEAR: 2020 - 2021

STUDENT SERVICES

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Designated International Student Liaisons	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00

PRESIDENT'S OFFICE

Liaison, Behavioral Services to Rowan SOM	\$5,000.00
Medical Director	\$5,000.00

GCSSTD

Director, Behavioral Services	\$5,000.00
-------------------------------	------------

INTERNSHIP AND CAREER PLANNING

PT/Director/Intern/Scholarship	\$10,000.00
--------------------------------	-------------

CULTURAL ENRICHMENT SPECIAL SERVICES

Coordinator, Arts & Humanities	\$5,000.00
--------------------------------	------------

FINE ARTS

Art Gallery Curator	\$2,500.00
Art Gallery Director	\$4,900.00
Theatre & Drama Director	\$4,900.00
Director of the Theater	\$2,400.00

CHORUS

Community Chorus Director	\$4,900.00
Conductor of Community Chorus	\$1,300.00
Community Chorus Assistant	\$1,700.00
Community Chorus Accompanist	\$2,300.00
Music Society Club Coordinator	\$2,500.00



**RESOLUTION TO APPROVE AFFIRMATIVE ACTION/TITLE IX OFFICERS
and ADA/SECTION 504 OFFICERS**

WHEREAS, Rowan College of South Jersey is a recipient of federal financial assistance;
and

WHEREAS, Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 – 1688 states that no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance; and

WHEREAS, Title VII prohibits employment discrimination based on race, color, religion, sex and national origin; and

WHEREAS, in accordance with Board Policy 7001 the College shall annually appoint individuals who will be responsible for oversight of Affirmative Action (AA), Equal Employment Opportunity (EEO), Title IX and the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby appoints Almarie Jones, Special Assistant to The President, Diversity and Equity/Title IX and Compliance (Main Campus) and Nathaniel Alridge, Jr. JD, Director Diversity, Equity, Title IX, and Judicial Affairs (Branch Campus), as Affirmative Action/Title IX Officers and Dennis Cook, Director I, Student Special Services (Main Campus) and Meredith Vicente, Senior Director I, Testing & Tutoring (Branch Campus), as the ADA/Section 504 Officers.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 8, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. Dubois, Secretary



RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 9/8/2020

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

(4) Four Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Assistant to President for Branch Operations	Maryann Dombroski	Reassignment	\$48,667.00 per year - No salary change	7/13/2020
Part-time Administrative Assistant, Business Studies	Kelly Grennon	Reassignment	\$19.39 per hour - No salary change	7/21/2020
Student Development Specialist, EOF	Brooke Mendibles	Reassignment	\$40,177.00 per year - No salary change (Grant-funded)	9/16/2020
Bilingual Student Development Advisor, TRIO	April Gomez	Replacement	\$52,185.00 per year (Grant-funded)	9/16/2020

(1) One Part-Time New Hire:

Title	Name	Rationale	Salary	Effective Date
Division Technical Director	Patrick Ahearn	Replacement	\$30.60 per hour	7/1/2019

(3) Three Resignations:

Title	Name	Rationale	Salary	Effective Date
HSI STEM Student Development Advisor	Ashley Gonzalez	Resignation	\$52,185.00 per year (Grant-funded)	1/7/2020
Part-Time Science Lab Assistant	Patricia Morris	Resignation	\$21.61 per hour	7/24/2020
Human Resources Assistant	Patricia Wynn	Resignation	\$16.84 per hour	8/14/2020

(1) One Faculty Promotion:

Title	Name
Associate Professor, Communication, Creative and Performing Arts	Renee Post

(20) Twenty Adjunct 2020-2021 New Hires:

Name	Division
Shirley Sever	Business Studies
Patrick Ahearn	Communication, Creative and Performing Arts
Anne Buckwheat	Communication, Creative and Performing Arts
Kandice Portalaftn	Communication, Creative and Performing Arts
Megan Hart	Education and Humanities
Linda Slomin	Education and Humanities
Brittany Gossin	Education and Humanities
Heather Johnson	Education and Humanities
John Wojtowicz	Education and Humanities
Elizabeth Butler	Education and Humanities
Karen Arenz	Education and Humanities
Ashley Gonzalez	Education and Humanities
Richard Mason	Education and Humanities
Heather Bense	Law and Justice
Angela D'Ottavio	Nursing and Health Professions
April Gomez	Nursing and Health Professions
Jolly Ray	STEM
Rita Pagano	STEM
Behrooz Nazer	STEM
Noelle Gaetano	STEM



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO APPROVE TO APPLY AND UPON AWARD,
ACCEPT FUNDING FROM THE WORKFORCE INNOVATION AND
OPPORTUNITY ACT OF 2014, TITLE II, ADULT EDUCATION AND
LITERACY, CONSOLIDATED EDUCATION PROGRAMS FOR ADULT
BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND
CIVICS EDUCATION GRANT PROGRAMS – CUMBERLAND CAMPUS**

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission is granted to apply and upon award, accept \$235,000 in funding for the Cumberland Campus from the Workforce Innovation and Opportunity Act of 2014, Title II, Adult Education and Literacy, Consolidated Education Programs for Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2020 to June 30, 2021; and

WHEREAS, funds will be used to provide services for 235 students in at-risk populations in Adult Education, English as a Second Language, High School Equivalency and Integrated English Literacy/Civics Education. The programs assist adults in obtaining the knowledge and skills needed for employment and self-sufficiency by completing secondary school and becoming partners in the educational development of their children.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey grants approval to apply and upon award, accept \$235,000 in funding for the Cumberland Campus from the Workforce Innovation and Opportunity Act of 2014, Title II, Adult Education and Literacy, Consolidated Education Programs for Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs for the period of July 1, 2020 to June 30, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, September 8, 2020.

Attested: Jean L. Du Bois
Jean L. DuBois, Secretary

Gene J. Concordia
Gene J. Concordia, Chair





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO APPROVE A CONSORTIUM GRANT
APPLICATION BY THE WORKFORCE & COMMUNITY EDUCATION
DIVISION TO THE U.S. DEPARTMENT OF LABOR (USDOL), EMPLOYMENT
AND TRAINING ADMINISTRATION'S STRENGTHENING COMMUNITY
COLLEGES TRAINING GRANTS PROGRAM UP TO \$5 MILLION FOR THE
PERIOD OF JANUARY 1, 2021 TO DECEMBER 31, 2024 TO BUILD AND
STRENGTHEN CAREER PATHWAY PROGRAMS IN-DEMAND FIELDS**

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission is granted to apply and upon award accept funding from the U.S. Department of Labor (USDOL) Employment and Training Administration's Strengthening Community Colleges Training Grants program up to \$5 million for the period of January 1, 2021, to December 31, 2024 to build and strengthen career pathway programs in-demand fields; and

WHEREAS, funds will be used to provide enhanced and strengthened career pathway educational services for dislocated workers, incumbent workers and new workforce entrants in a range of programs in in-demand fields through a consortium including Rowan College of South Jersey, Atlantic/Cape Community College, Salem Community College, and Rowan College at Burlington County that is supported by a broad network of committed workforce, industry and non-profit partners.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby grants approval to apply to and upon award accept funding from the U.S. Department of Labor (USDOL) Employment and Training Administration's Strengthening Community Colleges Training Grants program up to \$5 million for the period of January 1, 2021, to December 31, 2024 to build and strengthen career pathway programs in-demand fields.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, September 8, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".
Jean L. DuBois, Secretary



Board of Trustees Policy Synopsis

P (NEW) 3003 Grading Systems and Grade Point Average (GPA)

Background for policy development:

This new policy was developed as a result of committee review and combining of previous separate policies from the Gloucester and Cumberland campuses in order to formulate one comprehensive document.



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

NEW

4
5 Policy: 3003
6 Title: **GRADING SYSTEM AND GRADE POINT AVERAGE (GPA)**
7 Area: Academic Services
8 Approved: TBD
9

10 Grading System

11
12 The College will employ a grading system consisting of a letter grade (A to I), a significance
13 descriptor (excellent to incomplete), and a corresponding quality point value (4.000 to 0.000) to
14 evaluate a student's performance with coursework. This grading system is applicable to all
15 students of the College.

16
17 Grade Point Average (GPA)

18
19 Grade Point Average (GPA) is a standard way of measuring academic achievement on a course
20 taken by a student. The importance of a students' GPA cannot be overstated. The GPA is the
21 only quantitative assessment of the student's achievement with courses completed. Students are
22 encouraged to work as hard as possible to earn the highest GPA.

23
24 Administrative procedures have been developed to provide additional information.
25
26
27
28
29
30
31
32
33
34
35

36 References:

37
38 Rowan College of South Jersey Administrative Procedure, *3003 Grading System and Grade*
39 *Point Average (GPA)*




June 8, 2020

Rowan College of South Jersey Cumberland Campus
3322 College Drive
Vineland, NJ 08360

Consortium/Partner Agreement Form

Workforce Investment Act (WIAO) of 2014, (PL 113-128), Title II, Adult Education and Literacy, Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs.

The purpose of the Consortium is to deliver Adult Literacy Programs that assist adults in obtaining the knowledge and skills necessary for employment and self-sufficiency, as well as to become full partners in the educational development of their children and to complete a secondary school education. This Consortium will support the State's mission of ensuring that members of at-risk populations are prepared to succeed as responsible, productive citizens in a global society, thereby enhancing the quality of the State's labor force through the creation of a unified workforce development system. **Please note that all FY21 program requirements, targeted benchmarks, and assessment policies must be followed and are included in this agreement.**  (initial)

The following agreement from Salem County Vocational Technical School District (SCVTS) describes the responsibilities of Rowan College of South Jersey Cumberland Campus (RCSJ) in terms of program requirements, budget reimbursement, mandated reports, and training requirements under the FY21 Adult Education Basic Skills Grant (7/1/20-6/30/2021). NJDOL approved the spending of funds per budget as of July 1, 2020. RCSJ is being awarded \$235,000. An additional amount of up to \$500 may be available for approved Professional Development. The minimum level of service is 235 students.

Budget Reimbursement/Financial Reporting Requirements:

- Fiscal information is due to the SCVTS's Assistant Superintendent, Jennifer Bates, on or before the **10th or every month**. This includes all invoices for reimbursement along with documentation which should include all fiscal information from the prior month (as directed by NJDOL regulations).
- All budget modification requests must be made no later than December 1, 2020, and should be coordinated with the Lead Agency.

Failure to meet the financial requirements can result in a delay in payment and/or loss of future funding.

Training Requirements:

- A program representative **must** attend the 4th quarter – end of year LACES training.
- A program representative **must** be trained and currently certified in BEST Plus.

Failure to meet the training requirements can result in loss of future funding.

Other Reporting Requirements:

- **Program Report Submissions:** Data entry into LACES must be completed weekly as per the NGO guidelines.
- **NRS Reporting Requirements:** A partner staff is required to attend any mandatory LWD training on program improvement, assessment, intake, goal-setting/cohorts, and conducting follow-up surveys when offered.


Corrective Action Plan: *(to be completed only if insufficient progress was made toward goal attainment)* – Sufficient progress is defined as having low enrollment, low performance, and/or not meeting the State’s Goal and Objectives as seen on page three of this agreement. SCVTS may suspend payments to agencies making insufficient progress toward contractual goals and/or change allocations. Corrective action plans will be requested after the December 2020 quarterly report.

June 8, 2020

Jennifer Bates, Ed.D
Assistant Superintendent

SCVTS/SCSSSD

9/19/20
Date:



Frederick J. Keating, Ed.D.
President

Rowan College of South Jersey