



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

REORGANIZATION & REGULAR SESSION MINUTES
November 10, 2020

Chair Gene Concordia called the Reorganization and Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:01 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 led the Pledge of Allegiance.

Roll call followed by Meg Resue:

Members Present:

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

Members Absent:

Rev. Dr. James Dunkins
Ms. Jean DuBois

Advisors Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed everyone present for the meeting.

REORGANIZATION OF THE RCSJ BOARD OF TRUSTEES

Acknowledgement of Chair Gene J. Concordia

Before beginning the formality of the reorganization meeting, Dr. Keating took a few moments to acknowledge Chair Gene Concordia for twenty years of service as a member of the Board of Trustees and having been present and instrumental during the institution's transitional phases from Gloucester County College to Rowan College at Gloucester County to today as Rowan College of South Jersey. The President did not want the moment to pass without pausing to recognize Chair Concordia as an extraordinary individual and reflecting on the voluntary community service he has provided to promote education and opportunity to the thousands of students that have passed through this college over the years. Dr. Keating presented Chair Concordia with plaque which he would personally deliver to the Chair next week. The plaque was inscribed with a quote attributed George Bernard Shaw that Dr. Keating claimed Mr. Concordia has expressed and that they have discussed on different occasions, "There are those

that look at things the way they are and ask why. I dream of things that never were and ask why not.” Dr. Keating noted that this quote was fitting and appropriate considering the Chair’s two decades of service and who has never been afraid of leading the board into change that upheld the College’s mission and student-centered culture. Fellow board members joined in to congratulate Mr. Concordia on his years of service.

Board Officer Nominations

Chair

Chair Gene J. Concordia appointed Dr. Frederick Keating as Acting Secretary and relinquished the Chair. Dr. Keating, as Acting Secretary, opened nominations for the position of Chair. Trustee Doug Wills nominated Mr. Gene J. Concordia, seconded by Trustee Griffith. Trustee Mecouch made a motion to close nominations, seconded by Trustee Daws. The motion to appoint Mr. Concordia as Chair was unanimously passed, with Mr. Concordia abstaining. Mr. Gene J. Concordia was declared Chair.

Vice Chair

Chair Concordia opened the floor for nominations for the position of Vice Chair. Trustee Daws nominated Ms. Ruby Love, seconded by Trustee Wills. Trustee Balicki moved to close the nominations and Trustee Mecouch seconded the motion. The motion to appoint Ms. Love as Vice Chair was unanimously passed, with Ms. Love abstaining. Ms. Ruby Love was declared Vice Chair.

Secretary

Chair Concordia opened the floor for nominations for the position of Secretary. Trustee Wills nominated Mr. Benjamin Griffith, seconded by Trustee Daws. Trustee Altersitz moved to close the nominations and Trustee Mecouch seconded the motion. The motion to appoint Mr. Griffith as Secretary was unanimously passed, with Mr. Griffith abstaining. Mr. Benjamin Griffith was declared Secretary.

Treasurer

Chair Concordia opened the floor for nominations for the position of Treasurer. Trustee Balicki nominated Mr. Kenneth Mecouch, seconded by Trustee Griffith. Trustee Wills moved to close the nominations and Trustee Daws seconded the motion. The motion to appoint Mr. Mecouch as Treasurer was unanimously passed, with Mr. Mecouch abstaining. Mr. Kenneth Mecouch was declared Treasurer.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Wills and passed, approving the following items A. through D. (resolutions attached as noted):

A. Professional Appointments – (resolutions attached)

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

B. Meeting Dates, Format and Times-January through December 2021

DATE	VIRTUAL MEETING FORMAT	TIME
Tues., 1/12/2021	Attendee Link:	6:00 p.m.
Tues., 3/09/2021		6:00 p.m.
Tues., 4/13/2021	www.rcsj.edu/bot	6:00 p.m.
Tues., 6/08/2021		6:00 p.m.
Tues., 7/13/2021	Attendee Call-in #:	6:00 p.m.
Tues., 9/14/2021		6:00 p.m.
Tues., 10/12/2021	Phone: +1 929 205 6099	6:00 p.m.
Tues., 11/09/2021		6:00 p.m.
Tues., 12/14/2021	Webinar ID: 979 0966 1302	6:00 p.m.

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

C. Designation of Contracting Agents: (resolution attached)

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

D. Designation of Official Newspapers

- South Jersey Times
- The Daily Journal

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

REGULAR SESSION MEETING OF THE RCSJ BOARD OF TRUSTEES**PRESIDENT'S REPORT**

During his State of the College report, Dr. Keating's discussed the eight strategic points within the RCSJ Reconstruction Plan (attached) and the future enhancing of the college's brand and marketing program to message who we are as the college emerges as a post-pandemic institution.

ACCEPTANCE OF MINUTES

The September 8, 2020 Regular Session Meeting minutes were approved as published.

FINANCE

Trustee Wills presented the financial statements ending September 30, 2020, and asked if there were any questions on the statements, hearing none he moved on to Planning and Facilities portion of the agenda.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending September 30, 2020. (attached)

PLANNING/FACILITIES

Dr. Sue Hall and Mr. Nick Burzichelli provided an update regarding the College's RCSJ Restart plan. Dr. Hall noted that the Medical Taskforce committee under the leadership of Dr. Keating and Mr. Burzichelli have been meeting regularly and working in collaboration to review what is happening with the daily COVID-19 rates. Daily, Dr. Hall looks at the statistics on the CDC and State Department of Health websites, and works in partnership with the Gloucester and Cumberland County Health Department representatives as questions and concerns occur. The committee remains cognizant of regional data trends and the RCSJ Restart Plan continues to be reviewed and updated for compliance with current NJ Governor Executive Orders. Campus safety remains the highest priority at all college locations.

Mr. Nick Burzichelli, VP & COO, went over the Campus Safety report showing no incidents have occurred. He next reviewed the items for action as listed below.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for September 2020 for both campuses (attached).

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

1. Application & accept funding through OSHE for the County College CTE Program Expansion Grant
2. Service contract with Exley's Landscape Service
3. Gloucester County Housing Authority Shared Services Agreement
4. Purchase contract with Singer Equipment
5. Purchase contract with Urie Associates
6. Agreement with Becton, Dickinson & Company
7. Agreement with Keyence Corporation of America
8. Purchase contract with MMCAP Infuse contracts as needed
9. Purchase contract with Medline under MMCAP Infuse contracts

PERSONNEL

Mr. Burzichelli, VP & COO reviewed and discussed the personnel actions listed below and Trustee Wills explained the President's contract extension that was also listed for Board action.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Altersitz, unanimously approving the Personnel Actions as presented: (documents/resolution attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses and the Voluntary Retirement Separation Program

On the recommendation of the Board of Trustees' Executive Committee, Trustee Wills made a motion, seconded by Trustee Griffith, unanimously approving the item listed below: (resolution attached)

1. Revised President's Employment Extension Agreement

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services reported that the college is now focused on the merger of curriculum between the two campuses using best practices to ensure

the best education for RCSJ students. This is a monumental collaborative undertaking with the deans and faculty. The project could take two years to complete, but headway is being made. In addition, Academic Services is actively staying on top of compliance considerations with all State and Middle States requirements. Dr. Rickards reviewed the items for action.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Griffith, approving the following items 1. through 8.: (resolutions attached)

1. Apply & Upon Approval, Accept Funding: from the NJ Dept. of Human Services Div. for the R.S.V.P. Senior Corps MIPPA Grant
2. Associate in Science: Computer Information Systems Program
3. Associate in Science: Nutrition
4. Certificate of Achievement: Surveying Engineering Technology
5. EOF Program Support Budget for academic year 2020-2021- Cumberland
6. EOF Program Support Budget for academic year 2020-2021- Gloucester
7. Revised RCSJ-Cumberland 2020-2021 Academic Calendar
8. Apply & Upon Approval, Accept Funding: from the NIH in collaboration with the University of Delaware

STUDENT SERVICES & BRANCH CAMPUS

Ms. Atkinson, VP, Student Services, indicated that registration has been open for the winter/spring semesters as of October 26th and that Student Services has been working across all divisions focusing on retention and recruitment efforts. This remains challenging in a remote environment; however, departments/divisions have come together with all hands-on-deck to meet, plan and strategize. Ms. Atkinson noted that a few tools have been added to their toolbox to facilitate this endeavor. She also mentioned an upcoming virtual student event that will showcase student support opportunities, answer their questions and show how they can also reach out for help. Ms. Atkinson also mentioned the Gloucester County/RCSJ Veteran Organization ceremony to be held on November 11.

Dr. Piccone, VP & CAO – Branch Campus, indicated while it is challenging in a remote environment, RCSJ has continued to work collaboratively between campuses to holistically support students in an effort to retain and recruit students during these difficult times and to figure out ways to proactively engage faculty/staff with students so they may reach their educational goals. Dr. Piccone stated he remains optimistic during this process.

POLICY

Sandy Evans, Director, Strategic Planning & Policy, provided an overview summary of the policies 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 & policies attached)

1. 3109 Awarding a Degree Posthumously (new)
2. 5103 Indoor Air Quality (IAQ) (revise)
3. 9013 Parking and Traffic (revise)

INNOVATION & TECHNOLOGY

Josh Piddington, VP & CIO, updated the Board on a couple of technology projects. The Cisco phone project that allows for a single phone system across both campuses is moving along and will be completed by December 30th. Secondly, during this pandemic period, the college is

reviewing the way it conducts its business, in particular, the way in which future and current student communication is handled. The College offers many degree and certificate options making it difficult for students to determine which pathway is right for them. In collaboration with Susan Nardelli, Josh and Susan were able to develop a degree selection concept to address this situation that has since evolved into project to develop a program selector application that sits within the website enabling students to be able to search for specific programs that brings up the selections with brief descriptions, campus location where offered, as well as other functionality and refinement options. Mr. Piddington demonstrated this technology for the Board in real-time. This project, which was a collaborative effort with Marketing and Student Services will help connect with students/parents in an easy format allowing them to explore the various options the college offers to facilitate finding the right programmatic fit.

PUBLIC PORTION

Chair Concordia asked Public comment: No comments were received.

Chair Concordia thanked the entire Board for their support and to Dr. Keating for acknowledging his years of service.

ADJOURNMENT

At 7:06 p.m., Trustee Love made a motion, seconded by Trustee Mecouch. The motion was unanimously approved to adjourn the reorganization and regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary

Notes taken by Meg Resue



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

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

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

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Garrison Architects for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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, Gloucester Campus to enter into an agreement Garrison Architects to provide professional architectural services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

WHEREAS, eleven proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Federici & Akin, P.A. Consulting Engineers for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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, Gloucester Campus to enter into an agreement with Federici & Akin, P.A. Consulting Engineers to provide professional civil engineering services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

WHEREAS, seven proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Angelini, Viniar and Freedman, L.L.P for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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, Gloucester Campus to enter into an agreement with Angelini, Viniar and Freedman, L.L.P to provide professional construction legal services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 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



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

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

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

WHEREAS, nine proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Greyhawk Construction Managers & Consultants for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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, Gloucester Campus to enter into an agreement with Greyhawk Construction Managers & Consultants to provide professional construction manager services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

WHEREAS, four proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Archer & Greiner P.C. for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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, Gloucester Campus to enter into an agreement with Archer & Greiner P.C. to provide professional solicitor/general counsel legal services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

WHEREAS, nine proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Miller-Remick LLC for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; and

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

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Miller-Remick LLC to provide professional mechanical-electrical HVAC engineering services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

WHEREAS, six proposals were received and publicly opened; and

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

WHEREAS, on November 5, 2019 the College's administration authorized entering into an agreement with Brown & Connery L.L.P. and Grace, Marmero & Associates for a period of January 1, 2020 through December 31, 2020 with an option to extend for an additional year beginning January 1, 2021 and ending December 31, 2021; 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 to enter into an agreement with Brown & Connery L.L.P. (Gloucester campus) and Grace, Marmero & Associates L.L.P. (Cumberland campus) to provide professional Labor Related Legal Services on an as needed basis for a period of January 1, 2021 through December 31, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





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

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

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

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

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

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary



ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING SEPTEMBER 30, 2020

	9/30/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 23,903,018	\$ 11,915,412	\$ (11,987,606)
Police Academy - Tuition	80,000	2,803	(77,197)
Fire Academy - Tuition	52,000	3,886	(48,114)
Continuing Education	2,037,500	346,699	(1,690,801)
Fees	14,887,958	7,121,440	(7,766,518)
Out of County	240,000	886	(239,114)
Government Appropriations			
State	9,093,884	1,402,004	(7,691,880)
Police Academy - State Funding	198,523	49,631	(148,892)
Fire Academy - State Funding	9,430	2,358	(7,073)
Continuing Ed - State Funding	107,168	26,792	(80,376)
County	14,492,600	7,418,828	(7,073,772)
Police Academy - County Funding	50,000	12,500	(37,500)
Fire Academy - County Funding	50,000	12,500	(37,500)
ACT Center - County Funding	100,000	25,000	(75,000)
Other Revenues	557,500	9,827	(547,673)
Auxiliary Enterprises	1,676,300	57,405	(1,618,895)
Administrative Revenue	288,974		(288,974)
Drawdown from Unrestricted Fund Balance	500,000		(500,000)
County Debt Forgiveness	243,000		(243,000)
Reserve for Capital Projects	575,000		(575,000)
Federal (CARES Act)		424,904	
Total Revenues	\$ 69,142,855	\$ 28,832,874	\$ (40,734,885)
Current Operating Expenditures			
Instruction - Total	\$ 24,575,623	\$ 3,461,961	\$ 21,113,662
Personnel - FT	10,537,834	1,351,830	9,186,004
Personnel - FT OT, OL, Misc	2,973,549	619,578	2,353,971
Benefits	5,897,545	743,202	5,154,343
Personnel - PT	4,603,356	659,719	3,943,637
Expenses	563,339	87,632	475,707
Continuing Education - Total	\$ 2,277,301	\$ 388,951	\$ 1,888,350
Personnel - FT	701,000	184,519	516,481
Personnel - FT OT, OL, Misc	225		225

Benefits	399,267	96,387	302,880
Personnel - PT	517,708	59,316	458,392
Expenses	659,101	48,729	610,372
Police Academy - Total	\$ 467,349	\$ 96,194	\$ 371,155
Personnel - FT	264,899	54,984	209,915
Personnel - FT OT, OL, Misc	-	-	-
Benefits	143,585	29,262	114,323
Personnel - PT	34,529	10,433	24,096
Expenses	24,336	1,515	22,821
Fire Academy - Total	\$ 296,417	\$ 74,331	\$ 222,086
Personnel - FT	140,823	33,165	107,658
Personnel - FT OT, OL, Misc	6,049	1,960	4,089
Benefits	76,332	17,650	58,682
Personnel - PT	43,323	11,746	31,577
Expenses	29,890	9,810	20,080
Academic Support - Total	\$ 5,754,349	\$ 1,143,284	\$ 4,611,065
Personnel - FT	2,684,326	585,239	2,099,087
Personnel - FT OT, OL, Misc	91,704	20,571	71,133
Benefits	1,469,606	315,524	1,154,082
Personnel - PT	793,698	100,898	692,800
Expenses	715,015	121,052	593,963
Student Services - Total	\$ 12,702,454	\$ 2,680,014	\$ 10,022,440
Personnel - FT	6,546,007	1,534,661	5,011,346
Personnel - FT OT, OL, Misc	75,742	3,087	72,655
Benefits	3,567,048	808,400	2,758,648
Personnel - PT	1,059,407	134,024	925,383
Expenses	1,454,250	199,842	1,254,408
Institutional Support - Total	\$ 13,246,647	\$ 3,114,354	\$ 10,132,293
Personnel - FT	5,200,327	1,259,764	3,940,563
Personnel - FT OT, OL, Misc	21,500		21,500
Benefits	2,805,716	710,638	2,095,078
Personnel - PT	215,937	29,440	186,497
Expenses	5,003,167	1,114,512	3,888,655
Operating & Maintenance - Total	\$ 8,926,091	\$ 2,050,428	\$ 6,875,663
Personnel - FT	2,118,683	459,784	1,658,899
Personnel - FT OT, OL, Misc	125,839	7,327	118,512
Benefits	1,147,404	237,777	909,627
Personnel - PT	57,905	4,901	53,004
Expenses	5,476,260	1,340,639	4,135,621
Leasing Expenses			\$ -
Debt Service	\$ 83,656	28,079	\$ 55,577
Retiree Benefits	\$ 431,766	88,651	\$ 343,115
Auxiliary Enterprises	\$ 381,202	6,954	\$ 374,248
Total Operating Expenditures	\$ 69,142,855	\$ 13,133,201	\$ 55,954,077

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING SEPTEMBER 30, 2020
Gloucester Campus

	9/30/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,885,347	\$ 8,679,698	\$ (8,205,649)
Police Academy - Tuition	80,000	2,803	(77,197)
Fire Academy - Tuition	52,000	3,886	(48,114)
Continuing Education	1,250,000	260,785	(989,215)
Fees	10,790,800	5,214,282	(5,576,518)
Out of County	40,000	-	(40,000)
Government Appropriations			
State	5,834,281	1,074,537	(4,759,744)
Police Academy - State Funding	198,523	49,631	(148,892)
Fire Academy - State Funding	9,430	2,358	(7,073)
Continuing Ed - State Funding	107,168	26,792	(80,376)
County	7,900,000	4,122,528	(3,777,472)
Police Academy - County Funding	50,000	12,500	(37,500)
Fire Academy - County Funding	50,000	12,500	(37,500)
ACT Center - County Funding	100,000	25,000	(75,000)
Other Revenues	200,000	5,246	(194,754)
Auxiliary Enterprises	652,300	28,066	(624,234)
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	\$ 19,818,044	\$ (25,711,212)
Current Operating Expenditures			
Instruction - Total	\$ 16,520,005	\$ 2,317,710	\$ 14,202,295
Personnel - FT	7,439,601	954,724	6,484,877
Personnel - FT OT, OL, Misc	2,019,549	472,548	1,547,001
Benefits	4,032,551	508,100	3,524,451
Personnel - PT	2,751,515	350,039	2,401,476
Expenses	276,789	32,299	244,490
Continuing Education - Total	\$ 1,488,676	\$ 286,477	\$ 1,202,199
Personnel - FT	439,029	133,450	305,579
Personnel - FT OT, OL, Misc	225	-	225

Benefits	237,971	71,021	166,950
Personnel - PT	228,000	33,832	194,168
Expenses	583,451	48,174	535,277
Police Academy - Total	\$ 467,349	\$ 96,194	\$ 371,155
Personnel - FT	264,899	54,984	209,915
Personnel - FT OT, OL, Misc	-	-	-
Benefits	143,585	29,262	114,323
Personnel - PT	34,529	10,433	24,096
Expenses	24,336	1,515	22,821
Fire Academy - Total	\$ 296,417	\$ 74,331	\$ 222,086
Personnel - FT	140,823	33,165	107,658
Personnel - FT OT, OL, Misc	6,049	1,960	4,089
Benefits	76,332	17,650	58,682
Personnel - PT	43,323	11,746	31,577
Expenses	29,890	9,810	20,080
Academic Support - Total	\$ 3,682,638	\$ 723,655	\$ 2,958,983
Personnel - FT	1,692,565	367,616	1,324,949
Personnel - FT OT, OL, Misc	79,104	12,447	66,657
Benefits	917,436	195,644	721,792
Personnel - PT	473,748	47,393	426,355
Expenses	519,785	100,555	419,230
Student Services - Total	\$ 8,730,094	\$ 1,790,385	\$ 6,939,709
Personnel - FT	4,597,151	1,054,494	3,542,657
Personnel - FT OT, OL, Misc	69,242	1,000	68,242
Benefits	2,491,834	561,198	1,930,636
Personnel - PT	540,860	55,264	485,596
Expenses	1,031,007	118,429	912,578
Institutional Support - Total	\$ 7,701,167	\$ 1,785,897	\$ 5,915,270
Personnel - FT	3,178,812	783,009	2,395,803
Personnel - FT OT, OL, Misc	1,000	-	1,000
Benefits	1,723,040	416,714	1,306,326
Personnel - PT	118,273	22,349	95,924
Expenses	2,680,042	563,825	2,116,217
Operating & Maintenance - Total	\$ 5,828,759	\$ 1,324,627	\$ 4,504,132
Personnel - FT	2,026,815	436,817	1,589,998
Personnel - FT OT, OL, Misc	125,839	7,327	118,512
Benefits	1,098,612	232,472	866,140
Personnel - PT	57,905	4,901	53,004
Expenses	2,519,588	643,110	1,876,478
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 431,766	88,651	\$ 343,115
Auxiliary Enterprises	\$ 84,952	6,346	\$ 78,606
Total Operating Expenditures	\$ 45,231,823	\$ 8,494,273	\$ 36,737,550

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING SEPTEMBER 30, 2020

	9/30/2020		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,017,671	\$ 3,235,714	\$ (3,781,957)
Continuing Education	787,500	85,914	(701,586)
Fees	4,097,158	1,907,158	(2,190,000)
Out of County (Charge back)	200,000	886	(199,114)
	-		-
Government Appropriations			
State	3,259,603	327,467	(2,932,136)
County	6,592,600	3,296,300	(3,296,300)
Other Revenues			
Auxiliary Enterprises	357,500	4,581	(352,919)
	1,024,000	29,339	(994,661)
Reserve Capital Proj			
Reserve from FY19	575,000		(575,000)
Drawdown from Unrestricted Fund Balance	-		-
Federal (CARES Act)	-	127,471	127,471
Total Revenues	\$ 23,911,032	\$ 9,014,830	\$ (14,896,202)
Current Operating Expenditures			
Instruction - Total			
Personnel - FT	\$ 8,055,619	\$ 1,144,251	\$ 6,911,368
Personnel - FT OT, OL, Misc	3,098,234	397,106	2,701,128
Benefits	954,000	147,030	806,970
Personnel - PT	1,864,994	235,102	1,629,892
Expenses	1,851,841	309,680	1,542,161
	286,550	55,333	231,217
Continuing Education - Total			
Personnel - FT	\$ 788,625	\$ 102,474	\$ 686,151
Personnel - FT OT, OL, Misc	261,971	51,069	210,902
Benefits	161,296	25,366	135,930
Personnel - PT	289,708	25,484	264,224
Expenses	75,650	555	75,095
Academic Support - Total			
Personnel - FT	\$ 2,071,711	\$ 419,629	\$ 1,652,082
Personnel - FT OT, OL, Misc	991,761	217,623	774,138
Benefits	12,600	8,124	4,476
Personnel - PT	552,170	119,880	432,290
Expenses	319,950	53,505	266,445
	195,230	20,497	174,733

Student Services - Total	\$ 3,972,360	\$ 889,629	\$ 3,082,731
Personnel - FT	1,948,856	480,167	1,468,689
Personnel - FT OT, OL, Misc	6,500	2,087	4,413
Benefits	1,075,214	247,202	828,012
Personnel - PT	518,547	78,760	439,787
Expenses	423,243	81,413	341,830
Institutional Support - Total	\$ 5,545,479	\$ 1,328,457	\$ 4,217,022
Personnel - FT	2,021,514	476,755	1,544,759
Personnel - FT OT, OL, Misc	20,500	-	20,500
Benefits	1,082,676	293,924	788,752
Personnel - PT	97,664	7,091	90,573
Expenses	2,323,125	550,687	1,772,438
Operating & Maintenance - Total	\$ 3,097,332	\$ 725,801	\$ 2,371,531
Personnel - FT	91,868	22,967	68,901
Personnel - FT OT, OL, Misc	-	-	-
Benefits	48,792	5,305	43,487
Personnel - PT	-	-	-
Expenses	2,956,672	697,529	2,259,143
Debt Service	\$ 83,656	28,079	\$ 55,577
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ -	-	\$ -
Auxiliary Enterprises	\$ 296,250	608	\$ 295,642
Total Operating Expenditures	\$ 23,911,032	\$ 4,638,928	\$ 19,272,104



**RESOLUTION AUTHORIZING ROWAN COLLEGE OF SOUTH JERSEY TO SUBMIT
A GRANT APPLICATION WITH THE OFFICE OF THE SECRETARY OF HIGHER
EDUCATION FOR COUNTY COLLEGE CAREER AND TECHNICAL EDUCATION
PROGRAM EXPANSION GRANT FUNDING, AND APPROVING THE REQUIRED
25% MATCH BY THE COUNTY OF GLOUCESTER**

WHEREAS, the Office of the Secretary of Higher Education has given notice that funds are available from the County College Career and Technical Education Program Expansion Grants (“CTE”), to be used by county colleges in partnership with county vocational school districts to increase the capacity to offer CTE programs which prepare students for high demand, technically skilled careers aligned with labor market demands and economic development goals; and

WHEREAS, Rowan College of South Jersey (RCSJ) seeks to submit a grant application and has reviewed all the data supplied in the application and in its attachments, and certifies to the RCSJ Board of Trustees that all data contained therein is true and correct, and in conformance with the Securing Our Children’s Future Bond Act and regulations at N.J.A.C. 6A:26A; and

WHEREAS, the RCSJ Board of Trustees understands and agrees that any funds received as a result of the application will be subject to the conditions and regulations of the granting authority, and acknowledges that funding distribution is competitive and will be awarded to the applications among all community colleges, with a grant award of 75% of project costs and a required 25% match by the County of Gloucester.

NOW, THEREFORE, BE IT RESOLVED by the RCSJ Board of Trustees that submission of a grant application to the Office of the Secretary of Higher Education by Rowan College of South Jersey is hereby authorized for the County College Career and Technical Education Program Expansion Grant, and that the required 25% match by the County of Gloucester is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED the RCSJ Board of Trustees approves and authorizes the President and or the Vice President and Chief Operating Officer to take all actions necessary in connection with applying and accepting the grant.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN EXLEY'S LANDSCAPE SERVICE AND ROWAN COLLAGE OF SOUTH JERSEY FOR LANDSCAPING AND SNOW REMOVAL

WHEREAS, Rowan College of South Jersey needs a contractor to perform landscaping and snow removal services on an as needed basis during the year; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, since the anticipated aggregate expense will exceed the quote threshold of \$7,280 three quotes were solicited; and

WHEREAS, Rowan College of South Jersey intends to enter into a contract with Exley's Landscaping Service for landscaping and snow removal subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

WHEREAS, the Vice President and Chief Operating Officer 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 Exley's Landscape Service for landscaping and snow removal services as needed.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES AUTHORIZING A SHARED SERVICES AGREEMENT
BETWEEN THE RCSJ AND GLOUCESTER COUNTY HOUSING
DEVELOPMENT CORPORATION FOR PROFESSIONAL ENGINEERING AND
RELATED SERVICES AND AUTHORIZING RCSJ OFFICERS TO TAKE ALL
ACTIONS DEEMED NECESSARY OR DESIRABLE**

WHEREAS, the Board of Trustees (hereinafter the “Board”) of Rowan College of South Jersey (hereinafter the “College”), a body corporate in the State of New Jersey, is authorized to enter into contracts and agreements under and pursuant to N.J.S.A. 18A:64A-1 et seq.; and

WHEREAS, the College seeks to enter into a Shared Services Agreement (the “Agreement”) with the Gloucester County Housing Development Corporation (“the “GCHDC”), pursuant to which RCSJ and GCHDC shall share certain services with regard to the redevelopment of the Parcel as well as assisting in administration of such redevelopment; and

WHEREAS, GCHDC has entered into an Agreement to Enter into a Ground Lease with RCSJ to develop twenty-four (24) special needs housing units and associated site improvements on a portion of the Redevelopment Area located on RCSJ’s campus.

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

1. The Board hereby authorizes, approves and consents to the execution of the Agreement, and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College, the Vice President and Chief Operating Officer and any other representative of the Board hereafter duly authorized by the Board in writing (the “Authorized Officers” and each an “Authorized Officer”) to determine all matters and authorize all necessary actions in connection therewith.
2. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
3. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College’s professional advisors, in connection with the Agreement or the redevelopment of the Parcel, or any other action in connection with or related to the same, are hereby ratified, confirmed, approved and adopted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACTS BETWEEN SINGER EQUIPMENT AND ROWAN COLLAGE OF SOUTH JERSEY FOR OUTFITTING THE ROWAN MEDICINE CENTER

WHEREAS, Rowan College of South Jersey needs a vendor to supply commercial kitchen equipment to outfit the Rowan Medical Center; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, since the anticipated aggregate expense will exceed the quote threshold of \$7,280 three quotes were solicited; and

WHEREAS, Rowan College of South Jersey intends to enter into a contract with Singer Equipment in the amount of \$35,432.00 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

WHEREAS, the Vice President and Chief Operating Officer 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 Singer Equipment in the amount of \$35,432.00 for the purchase of equipment as needed for the Rowan Medicine Center.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION TO AUTHORIZE CONTRACTS BETWEEN URIE ASSOCIATES
AND ROWAN COLLAGE OF SOUTH JERSEY FOR OUTFITTING THE
ROWAN MEDICINE CENTER**

WHEREAS, Rowan College of South Jersey needs a vendor to supply commercial kitchen equipment to outfit the Rowan Medical Center; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, since the anticipated aggregate expense will exceed the quote threshold of \$7,280 three quotes were solicited; and

WHEREAS, Rowan College of South Jersey intends to enter into a contract with Urie Associates in the amount of \$35,520.38 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

WHEREAS, the Vice President and Chief Operating Officer 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 Urie Associates in the amount of \$35,520.38 for the purchase of equipment as needed for the Rowan Medicine Center.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE AN AGREEMENT WITH BECTON,
DICKINSON & COMPANY FOR THE PURCHASE OF BD FACS
MELODY HARDWARE ASSOCIATED SOFTWARE FOR
OUTFITTING THE ROWAN MEDICINE CENTER**

WHEREAS, Pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase goods or services for 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, 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; and

WHEREAS, the college administration has determined that Becton, Dickinson & Company is the sole source provider of BD FACSMelody hardware and associated software; and

WHEREAS, Becton, Dickinson & Company has submitted a proposal to provide BD FACSMelody hardware and software for a total of \$200,345.38; and

WHEREAS, the Chief Financial Officer of the college has certified the availability of funds.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Becton, Dickinson & Company to purchase BD FACSMelody and associated software for a total of \$200,345.38.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPROVE AN AGREEMENT WITH KEYENCE CORPORATION OF AMERICA FOR THE PURCHASE OF MICROSCOPES AND ASSOCIATED SOFTWARE FOR OUTFITTING THE ROWAN MEDICINE CENTER

WHEREAS, Pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase goods or services for 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, 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; and

WHEREAS, the college administration has determined that Keyence Corporation of America is the sole source provider of BZX Fluorescence Microscope's and associated software.

WHEREAS, Keyence Corporation of America has submitted a proposal to provide proprietary microscopes and software for a total of \$115,750; and

WHEREAS, the Chief Financial Officer of the college has certified the availability of funds.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Keyence Corporation of America to purchase microscopes and associated software for a total of \$115,750.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MMCAP INFUSE NATIONAL COOPERATIVE CONTRACTS AND THE ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10

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

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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 for the College has certified that funds are available for this purchase.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the MMCAP Infuse contracts as needed.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MEDLINE AND
ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2
AND LFN 2012-10**

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

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts from Medline; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Medline, 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 for the College has certified that funds are available for this purchase.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods and services from Medline under MMCAP Infuse contracts in an amount not to exceed \$500,000 for the outfitting of the Rowan Medicine Center.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary



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

(2) Two Full Time Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Instructor I Nursing and Health Professions	Carolyn Hugel	Part Time to Full Time	Internal Hire	\$62,500.00 per year	11/2/2020
Administrator II, SSYP Senior Corp	Carmin Laurens	Part Time to Full Time	Internal Hire	\$40,000.00 per year	10/12/2020

(10) Ten Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Counseling Advisor	Angela Robson	Part Time to Full Time	Internal Hire	\$40,000.00 per year	10/5/2020
Publications Assistant	Matthew Berginis	Part Time to Full Time	Internal Hire	\$19,233 per hour	9/28/2020
Counseling Advisor	Samantha Frost	Salary Correction	Internal Hire	\$40,000.00 per year	7/27/2020
Program Specialist	Amy Charlesworth	Title Change	Internal Hire	\$18,133 per hour - (Grant Funded)	8/31/2020
Assistant Professor, STEM	Christina Nase	Reassignment	Internal Hire	\$81,988.73 per year	1/1/2021
Executive Assistant, Vice President and Provost, Academic Services	Ariette Amoroso	Title Change	Internal Hire	\$56,565.71 per year - No salary change	10/26/2020
Advisor, Center for College and Career Readiness	Rebecca Campina	Reassignment	Internal Hire	\$40,000.00 per year	10/12/2020
Administrator II, Student Records - Curriculum	Gail Milone	Reassignment	Internal Hire	\$40,000.00 per year	10/26/2020
Counseling Advisor	Tenechia Soriano	Title Change	Internal Hire	\$40,000.00 per year	10/12/2020
*Administrator I, Marketing and Special Events	Victoria Gail	Title Change	Internal Hire	\$54,030.64 per year	9/1/2020
* Shared Services Agreement - Cumberland Campus 10% Changeback					

(1) One Part-Time Employees:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Women's Tennis Coach	Elizabeth Heizer	Resignation	External Hire	\$3,634.00 per year	9/16/2020

(6) Six Resignations:

Title	Name	Rationale	Salary	Effective Date
Public Relations Specialist	Kevin Anderson	Resignation	\$37,727.95 per year	10/2/2020
Security Officer	Daniel Kimmel	Resignation	\$12,941 per hour	10/9/2020
Part-Time - Institutional Research Analyst	John Pedgion	Resignation	\$32.59 per hour	10/14/2020
Sergeant Security	Michael Politano	Resignation	\$18.49 per hour	11/1/2020
Compliance Officer	Jean Kuhar	Resignation	\$47,301.19 per year	11/30/2020
Administrator II, Enrollment Services	Lisa Vespolio	Resignation	\$44,168.80 per year	10/23/2020

(1) One Market Adjustments

Title	Name	Salary	Effective Date
Outreach Recruiter	Nina Crowder	\$38,000.00 per year	10/12/2020

(23) Twenty-Three Adjunct 2020-2021 New Hires:

Name	Division
Imrail Asadov	Business Studies
Bonvincent Hernandez	Nursing and Health Professions
Aubrey Cowart	Nursing and Health Professions
Tamaka Scott	Nursing and Health Professions
Sarah Dileo	Nursing and Health Professions
Dana Barnes	Nursing and Health Professions
Grace Cortis	Nursing and Health Professions
Mary Tieran	Nursing and Health Professions
Nicole Dalmarco	Nursing and Health Professions
Megan Dekinson	Nursing and Health Professions
Kristen English	Nursing and Health Professions
Sidney Gorse	Nursing and Health Professions
Heather Koziba	Nursing and Health Professions
Victoria Portea	Nursing and Health Professions
Candice Warner	Nursing and Health Professions
Sarah Keller	Nursing and Health Professions
Andria Poore	Nursing and Health Professions
Teresa Preziosi	Nursing and Health Professions
Lorna Paolone	Nursing and Health Professions
Christina Triolo	Nursing and Health Professions
Samantha Fredericks	STEM
Kyle Munson	STEM

(1) One President's Resolution Recommendation

Voluntary Retirement Separation Program -attached

(1) One BOT Executive Committee Recommendation:

Revised President's Employment Extension Agreement -attached



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES ENDORSING A VOLUNTARY RETIREMENT SEPARATION PROGRAM

WHEREAS, the COVID-19 pandemic has caused unprecedented devastation to our community and institutions. The College is not immune from these effects, as revenues and enrollment have been reduced beyond any reasonable projections; and

WHEREAS, in an effort to avoid involuntary staff reductions, the College has created a one-time voluntary retirement separation program to all retirement eligible employees who choose to retire from the College on or before June 30, 2021; and

WHEREAS, retirement eligible is defined by the State of New Jersey Pension system; and

WHEREAS, the program is also for those employees who are already participating in a current retirement program and have not paid into the State of New Jersey Pension system while employed at the College; and

WHEREAS, the College will add an additional 50% of an eligible employees unused sick time as defined by contract or College policy to their payout upon accepting the program and exiting the College; and

WHEREAS, the College does not intend to fill the vacancies created by the retirements unless the position is deemed essential to the College.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby endorses the Voluntary Retirement Separation Program and its intended outcome.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary



Rowan College of South Jersey
Revised President's Employment Extension Agreement

THIS EMPLOYMENT AGREEMENT ("Agreement") made as of this 10th day of November, 2020, by and between Rowan College of South Jersey (hereinafter referred to as the "College") and Frederick Keating (hereinafter referred to as "Keating").

WITNESSETH

WHEREAS, Frederick Keating has been employed as the President of Rowan College of South Jersey; and accepts the terms and conditions set forth in this Agreement; and

WHEREAS, the Board of Trustees ("the Board") of Rowan College of South Jersey desires to continue to employ Frederick Keating as the President of the College and to record the terms and conditions of his employment in an Employment Contract (hereinafter, "the Agreement").

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the College and Keating covenant and agree as follows:

- I. **EMPLOYMENT.** Pursuant to the terms and conditions of this Agreement, the College agrees to employ Keating as its President and Keating agrees to serve as the President of the College and to render services to the College as set forth herein.
- II. **TERM.** The term of this Agreement shall extend to June 30, 2023 (the "Term"). Thereafter, Keating shall serve in the position as President of the College at the pleasure of the Board of Trustees.
- III. **DUTIES.** The President shall well and faithfully serve the College in such capacity as aforesaid, and shall, consistent with the College's personnel policies, at all times devote his whole time, attention, and energies to the management, superintendence, and improvement of the College to the utmost of his ability, and shall do and perform all such services, acts, and things connected therewith as the Board, by its By-Laws have delegated to him, and which are of a nature properly belonging to the duties of a college president. Participation in any outside organizations, associations, clubs, or groups shall be consistent with the importance and dignity of the presidential office.

IN WITNESS WHEREOF, the parties to this writing have duly executed this Agreement as of the day and year first written above.

By: 
Gene J. Concordia
Chair, Board of Trustees


Frederick Keating

Date: 11.10.2020

Date: 11.10.2020

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 11/10/2020

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

(1) One Full Time New Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Bilingual Student Development Advisor, HSI STEM	Ruby Aparicio-Fagan	Replacement	External Hire	\$52,185.00 per year (Grant-funded)	10/16/2020

(8) Eight Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Administrative Specialist, TRIO/Student Support Services	Jennifer Schwarz	Part-Time to Full Time	Internal Hire	\$19,34 per hour (Grant-funded)	9/16/2020
Assistant Director, Adult Basic Education	Patricia Gilmore	Title Change	Internal Hire	\$52,185.00 per year (Grant-funded)	9/16/2020
Bilingual Student Development Advisor, NSF	Helen Cardoso	Reassignment	Internal Hire	\$52,185.00 per year (Grant-funded)	10/1/2020
Bilingual Student Development Advisor, HSI STEM	Glenn Groves	Transfer	Internal Hire	\$52,185.00 per year (Grant-funded)	10/1/2020
Part-Time Coordinator, Tutoring NSF	Ramona Portelando	Reassignment	Internal Hire	\$17.00 per hour (Grant-funded)	10/1/2020
Research Assistant, NSF	ChristAnna Joshi	Part-Time to Full Time	Internal Hire	\$21.70 per hour (Grant-funded)	10/16/2020
Assistant Professor II, Business Studies	Ismail Asadov	Reassignment	Internal Hire	\$76,556.66 per year	1/1/2021
Administrative Instructor, ACT Program	Michael Lennon	Transfer	Internal Hire	\$58,848.00 per year	9/1/2021

(3) Three Part-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Temporary, Part-time Writing Instructor	Bruce Walsh	Replacement	Internal Hire	\$20.00 per hour (Partially grant-funded)	10/1/2020
Temporary, Part-Time Data Assistant	Adriana Alvarado	New Position	Internal Hire	\$15.00 per hour (Grant-funded)	10/16/2020
Men's Head Soccer Coach	Charles Flowe	Replacement	External Hire	\$6,630.00 per year	10/1/2020

(1) One Resignations:

Title	Name	Rationale	Salary	Effective Date
Part-Time Adult Basic Education Instructor	Barbara Mongelluzzo	Resignation	\$25.00 per hour (Grant-funded)	10/9/2020

(2) Two Retirements:

Title	Name	Rationale	Salary	Effective Date
Associate Professor, Business Studies	Charles LaPalme	Retirement	\$65,029.00 per year	1/1/2021
Senior Supervisor, Conference & Events Center	Kevin Kolva	Retirement	\$43,843.00 per year	7/1/2021

(3) Three Adjunct 2020-2021 New Hires:

Name	Division
Kelli Silvers	Nursing and Health Professions
Kaitlyn Colna-Eppig	STEM
Nehal Bhatt	Nursing and Health Professions



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NJ DEPARTMENT OF HUMAN SERVICES DIVISION OF AGING FOR THE MEDICARE IMPROVEMENTS FOR PATIENTS AND PROVIDERS ACT(MIPPA) GRANT FOR GLOUCESTER COUNTY RESIDENTS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding for the Medicare Improvements for Patients and Providers Act (MIPPA): 2020 Medicare Special Benefits Outreach and Enrollment Assistance; and

WHEREAS, the period of the program will be November 1, 2020 through August 31, 2021. in the amount of \$40,000; and

WHEREAS, this program is designed to provide funds for R.S.V.P. Senior Corps to provide the Medicare Improvements for Patients and Providers Act (MIPPA) to Gloucester County residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes and directs Rowan College of South Jersey – Gloucester to apply and upon award, accept funding from the New Jersey Department of Human Services Division of Aging for Medicare Improvements for Patients and Providers Act (MIPPA): 2020 Medicare Special Benefits Outreach and Enrollment Assistance for the period of November 1, 2020-August 31, 2021 in the amount of \$40,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.

Attested:


Jean L. DuBois, Secretary


Gene J. Concordia, Chair



State of New Jersey
Department of Human Services

SUBJECT: Standardized Board Resolution Form

EFFECTIVE: This policy shall become effective August 1, 2009.

PROMULGATED: July 20, 2009

SUPERCEDES: Standardized Board Resolution Form, promulgated
November 21, 2007

PURPOSE: The purpose of this policy circular is to standardize the content of the Provider Agency Board Resolutions across all Department of Human Services (DHS) Departmental Components to assure that all of the required obligations are identified and committed to by the Provider Agency Board.

I. SCOPE

This policy circular applies to all DHS Third Party incorporated contracted Provider Agencies, Universities/Colleges and for-profit organizations.

II. POLICY

Periodically Boards of Directors in conducting the business of their organizations attest to their actions or decisions by way of written resolutions. The DHS requires Contract Providers to complete and file the attached standard board resolution when executing a DHS Third Party Social Service Contract.

A. Requirements for completion, updating and submission

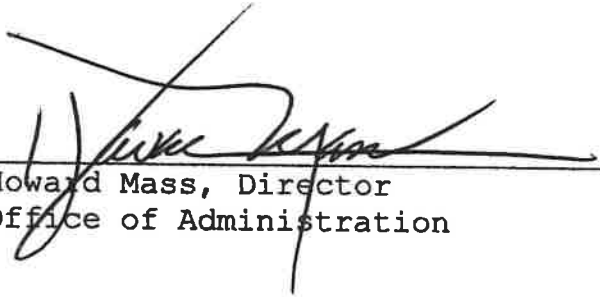
The Attachment I, Page 1 is to be completed by the Agency and the same for Attachment II.

When any changes occur which would affect the contents of the form, the Board is to convene and complete a new Board

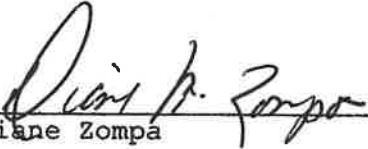
Resolution and submit it to the Departmental Component within 10 business days of the change unless otherwise specified in the DHS policy.

The completed form is to be returned to the Departmental Component with all other required contract documents as part of the contract package. (See Policy Circular P1.01, Documents and Conditions Required for Processing, Executing and Documenting a DHS Third Party Contract.)

Issued by:



Howard Mass, Director
Office of Administration



Diane Zompa
Chief of Staff
Department of Human Services

STANDARDIZED BOARD RESOLUTION

The Board endorses the following commitments as defined in this document:

1. Health Insurance Portability and Accountability Act (HIPAA)*

Specific to HIPAA (Health Insurance Portability and Accountability Act), the above noted Provider Agency is either (check A or B):

- A) a covered entity (as defined in 45 CFR 160.103)
- B) a non-covered entity and has executed a DHS Business Associate Agreement (BAA) last dated _____.
- C) a non-covered entity that will not be receiving or sharing personal health information.

Once executed, the BAA will be included in the Departmental Component's official contract file. The BAA *will be considered applicable indefinitely* unless there is a change in the Provider Agency's status, information or the content of the BAA, in which case it is the responsibility of the contracted Provider Agency to revise the BAA.

The Board agrees that if there is *any change* in their BAA Status the Departmental Component will be immediately notified and the appropriate information provided within 10 business days.

*** This section is not applicable for DCF Office of Education Contracts.**

2. Legal Advice

The Board acknowledges that the Department of Human Services does not and will not provide legal advice regarding the contract or about any facet of the relationship between the Department of Human Services and the Provider Agency. The Board further acknowledges that any and all legal advice must be sought from the Provider Agency's own attorneys and not from the Department of Human Services.

DEPARTMENT OF HUMAN SERVICES (DHS)

Standardized Board Resolution Form

Supporting Information for Contract # DOAS20MPA005 for Contract

Period November 1,2020 to August 31,2021.

Agency: Rowan College of South Jersey- Gloucester County Senior Corps

Certification:

We certify that the information contained in, or included with, this contract document is accurate and complete.



Chairperson, Board of Directors

11-10-2020
Date

Executive Director

Date

Authorized Signatories for Contract documents, checks and invoices are: (List full name and title)(add additional pages, if needed)

Dominick J. Burzichelli
Name

Vice President and COO
Title

Cheryl Lewis
Name

Executive Director of Financial Services
Title

Steve Awalt
Name

Senior Accountant
Title



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN COMPUTER INFORMATION SYSTEMS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Science degree in Computer Information Systems on the Cumberland Campus; and

WHEREAS, this program has been, and will continue to be offered efficiently on the Gloucester campus; and

WHEREAS, this program will be replicated and offered on the Cumberland Campus beginning September 1, 2021; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Computer Information Systems.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of November, 2020, the approval of the resolution for Academic Services to offer an Associate in Science degree in Computer Information Systems on the Cumberland Campus beginning September 1, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 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 AN ASSOCIATE IN SCIENCE DEGREE IN NUTRITION ON THE GLOUCESTER CAMPUS

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

WHEREAS, this program will be offered beginning September 1, 2021; and

WHEREAS, this program will provide two years of concentrated study in Nutrition for those who plan to pursue a baccalaureate degree in Nutrition and desire to continue their education to become a Registered Dietitian or work as a nutrition educator or counselor to serve clients in hospital, work site, community and school-based wellness and fitness programs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of November, 2020, the approval of the resolution for Academic Services to offer an Associate in Science Degree in Nutrition beginning September 1, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 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 A CERTIFICATE OF ACHIEVEMENT IN SURVEYING ENGINEERING TECHNOLOGY ON THE GLOUCESTER CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Surveying Engineering Technology on the Gloucester Campus; and

WHEREAS, this program will be offered beginning September 1, 2021; and

WHEREAS, this program will provide concentrated study in education for those who plan to pursue a career in Land Surveying or a continue their education for a full degree in Surveying Engineering Technology.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of November, 2020, the approval of the resolution for Academic Services to offer a Certificate of Achievement in Surveying Engineering Technology beginning September 1, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE FUNDING ASSOCIATED WITH THE EDUCATIONAL OPPORTUNITY FUND (EOF) CUMBERLAND CAMPUS ARTICLE IV PROGRAM SUPPORT BUDGET FOR ACADEMIC YEAR 2020-2021 FROM THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION

WHEREAS, the Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to accept the funding associated with the Educational Opportunity Fund (EOF) Cumberland Campus Article IV Program Support Budget for Academic Year 2020-2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept the funding associated with the Educational Opportunity Fund (EOF) Cumberland Campus Article IV Program Support Budget for academic year 2020-2021 from the Office of the Secretary of Higher Education in the new amount of \$315,851.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE FUNDING ASSOCIATED WITH THE EDUCATIONAL OPPORTUNITY FUND (EOF) GLOUCESTER CAMPUS ARTICLE IV PROGRAM SUPPORT BUDGET FOR ACADEMIC YEAR 2020-2021 FROM THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION

WHEREAS, the Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to accept the funding associated with the Educational Opportunity Fund (EOF) Gloucester Campus Article IV Program Support Budget for Academic Year 2020-2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept the funding associated with the Educational Opportunity Fund (EOF) Gloucester Campus Article IV Program Support Budget for academic year 2020-2021 from the Office of the Secretary of Higher Education in the new amount of \$130,480.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 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



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE REVISED RCSJ-CUMBERLAND ACADEMIC CALENDAR FOR THE 2020 -2021 ACADEMIC SCHOOL YEAR

WHEREAS, Rowan College of South Jersey, Cumberland has revised the Academic Calendar for the 2020-2021 academic school year; and

WHEREAS, this updated Academic Calendar corrects dates for students to withdraw from courses for the spring 2021 and summer 2021 semesters.

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees approves the Rowan College of South Jersey, Cumberland revised Academic Calendar 2020-2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE NATIONAL INSTITUTES OF HEALTH FOR THE GLOUCESTER CAMPUS.

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from The National Institutes of Health in collaboration with the University of Delaware; and

WHEREAS, the period of the program will be July 1, 2021 – June 30, 2026, in the amount of \$28,595 and

WHEREAS, funds will be utilized to develop a bridge to the baccalaureate research program in collaboration with the University of Delaware which will provide research and transfer opportunities for RCSJ-Gloucester students enrolled in the Biology – Bioscience Technology program option.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution for Academic Services to apply and upon award, accept funding from the National Institutes of Health for the period of July 1, 2021, to June 30, 2026, in the amount of \$28,595.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held November 10, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





Board of Trustees Policy Synopsis

P (NEW) 3109 Awarding a Degree Posthumously

Background for policy development:

This policy was developed to award an honorary degree, posthumously, to a student who has passed away prior to completing all degree requirements, in extraordinary circumstances.

P (REVISE) 5103 Indoor Air Quality (IAQ)

Background for policy revision:

This policy was revised to remove redundancy in verbiage. All other content remains intact.

P (REVISE) 9013 Parking and Traffic

Background for policy revision:

This policy was revised to align introductory wording with the administrative procedure. All other content remains intact.



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

4 NEW

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6 Policy: 3109
7 Title: **AWARDING A DEGREE POSTHUMOUSLY**
8 Area: Academic Services
9 Approved: TBD

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12 The College honors and respects the academic effort of all its students and, in extraordinary
13 circumstances, the Board of Trustees may award a posthumous degree, a special type of
14 honorary degree, to a student who has passed away prior to completing all degree requirements.

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16 The President will have administrative procedures developed to establish the process and criteria
17 for awarding a degree posthumously.

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35 References:

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37 Rowan College of South Jersey Administrative Procedure, *3109 Awarding of a Degree*
38 *Posthumously*



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

REVISED

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7 Policy: 5103
8 Title: **INDOOR AIR QUALITY**
9 Area: Facilities
10 Approved: 07/01/19
11 Revised: TBD
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14 The Board recognizes that good indoor air quality is essential to employees' as well as students'
15 health and well-being. As such, the Board takes responsibility at the College for implementation
16 of the Indoor Air Quality (IAQ) Standard as mandated within the New Jersey Public Employees'
17 Occupational Safety and Health (PEOSH) Act and, hereby, directs the President and his/her staff
18 to develop administrative procedures to implement the requirements of the IAQ standard.
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20 The President will have administrative procedures developed which will, at a minimum, address
21 compliance and maintenance with required standards of IAQ.
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35 References:

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37 N.J.A.C. 12:100-13 New Jersey Public Employees' Occupational Safety and Health Act (2007)

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39 Rowan College of South Jersey Administrative Procedure, *5103 Indoor Air Quality*



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

REVISE

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7 Policy: 9013
8 Title: **PARKING AND TRAFFIC**
9 Area: Safety and Security
10 Approved: 07/01/19
11 Revised: TBD
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14 The College endeavors to provide adequate ~~designates~~ parking areas for students, faculty, and
15 staff as well as spaces for handicapped persons and visitors. However, the College also
16 encourages the use of public transportation and ridesharing, if possible.
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18 Designated handicapped parking spaces throughout the campus are used exclusively by
19 individuals with handicapped parking permits.
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21 Fines may be levied for violations ~~to~~ of College parking regulations. In addition, vehicles may
22 be ~~subjected to towing~~ at the owner's expense for repeated violations or for safety and security
23 purposes.
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25 Anyone parking a vehicle on campus assumes the risk of accident and expressly agrees that the
26 College will not be held liable for any injury to persons and/or loss or damage to property.
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28 The speed limit on campus roads is 20 miles per hour and 10 miles per hour in the campus
29 parking lots.
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37 References:

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39 Rowan College of South Jersey Administrative Procedure, *9013 Parking and Traffic*