



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

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**REGULAR SESSION MINUTES**  
**March 21, 2023**

Prior to the meeting call to order by the Board Chair, Douglas Wills, Esq. was sworn in as a re-appointed Trustee by Mr. Chris Gibson, Esq.

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:33 p.m., which was held in-person on the Gloucester Campus in the College Center.

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 March 1, 2023, to *The South Jersey Times*, and *The Daily Journal*, the Gloucester and Cumberland County Commissioner 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. Lita Abele  
Ms. Ave' Altersitz  
Mr. Bob Bumpus  
Mr. Gene Concordia  
Mr. Len Daws  
Rev. Dr. James Dunkins  
Ms. Yolanda Garcia Balicki, Esq.  
Dr. Edward Geletka\*  
Ms. Ruby Love  
Mr. Ken Mecouch  
Dr. Warren Wallace  
Mr. Douglas Wills, Esq.  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Ms. Jennica Bileci

**Advisor Present:**

Mr. Chris Gibson, Esq.

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

Chair Concordia welcomed everyone and acknowledged the presence of Gloucester County Commissioner Lyman Barnes and proceeded to introduce Dr. Keating for the Student and Employee Spotlight section on the agenda.

### GLoucester Student and Employee Spotlight:

Dr. Keating introduced the leadership of the following groups to present their spotlight recipients.

1. **ACT Athletic Spotlight** - Matt Corsey briefly spoke about the merits of the Unified Sports Program that promotes inclusive shared sports competition opportunities where people with and without physical and intellectual disabilities play on the same team. Mr. Corsey introduced **Chris Beck**, who enthusiastically sung the praises of the program and displayed a towering trophy from a recently won competition to everyone's delight.
2. **PTK Middle States Conference** - Shawn Rutter, Co-Advisor, Phi Theta Kappa, introduced the following students who attended the conference, and each spoke about their experience, what they were majoring in at RCSJ and their future plans after RCSJ.
  - Megan Rinaldo** (GC) Health Science major, plans to transfer to Stockton University
  - Kayla Ortiz** (CC), Criminal Justice Major, plans to attend Rowan University to continue her studies in Law & Criminal Justice
  - Melissa Straub** (CC), Nursing major, plans to continue on to earn a BSN with the goal of becoming a missionary nurse overseas.
  - Mackenzie Holland**, (GC) Psychology major

### RCSJ Faculty/Employee Spotlight Initiative

1. Faculty Senate Secretary Stephanie Gomes introduce **Dr. Natalka Pavlovsky**, Professor of Music, who was chosen by her peers as the *January Faculty Spotlight*, but unfortunately the meeting was canceled, so she was being acknowledged at this meeting. "Dr. Pavlovsky is a longtime RCSJ faculty member, a respected colleague and mentor, who is consistently active in our academic efforts in the Senate, most recently facilitating a session on academic integrity and Chatbots at PDD this spring. She has also been integral in the partnership with Princeton University that has brought recent Princeton graduates to our campus as teaching faculty. What struck us most, however, was how Dr. Pavlovsky developed, pro bono, a ukulele primer at the request of the International Music Therapy Association this past year to be distributed to Ukrainian children displaced by the war."
2. College Assembly Chair Ya Vanca Brooks introduced **Carol Berk, Director II**, Academic Services, who was chosen as the *January Employee Spotlight*, but unfortunately the meeting was canceled, so she was being acknowledged this evening. Chair Brooks indicated Carol was chosen by her peers because she "works across all divisions to ensure classrooms are scheduled and courses run smoothly. She has a wide range of knowledge regarding the institution's culture, staff, faculty, classrooms, payroll, facilities, and technology. She is quick discover problems or issues and takes steps to solve them."

Chair Brooks then introduced the *March Employee Spotlight*, **Terri Germano, Coordinator V**, Military Services was chosen by her peers for this acknowledgement because she "continues to go above and beyond for our Military students and seeks additional services to provide for our military students. Terri consistently provides this gold standard of service to our military students and is a shining example of customer service and a pleasure to work with."

## **PRESIDENT'S REPORT**

Dr. Keating presented the Trustees with a PowerPoint overview of the proposed 2023 -2024 Budget for their approval during the Finance section on the agenda. He noted the budget was presented to the College Community and was approved by the respective Counties of Cumberland and Gloucester (attachment)

## **ACCEPTANCE OF MINUTES**

The February 14, 2023 Regular Session Meeting minutes were approved as published.

## **FINANCE**

**Nick Burzichelli**, Vice President/COO, presented the financial statements as listed below and discussed the other Budget documents in more depth. Trustee Wills noted the statements and budget documents were reviewed through the Board's Finance Committee.

Informational Item: Combined RCSJ Financial Statement and separate campus Financial Statements for the month ending February 28, 2023. (attached)

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Bumpus, approving items 1 through 8 below: (resolutions attached)

1. FY2022 RCSJ-Gloucester Revised Operating Budget
2. FY2022 RCSJ-Cumberland Revised Operating Budget
3. FY2023 RCSJ-Gloucester Operating Budget
4. FY2023 RCSJ-Gloucester Tuition & Fee Schedule
5. FY2023 RCSJ-Gloucester Capital Budget (Chapter 12)
6. FY2023 RCSJ-Cumberland Operating Budget
7. FY2023 RCSJ-Cumberland Tuition & Fee Schedule
8. FY2023 RCSJ-Cumberland Capital Budget (Chapter 12)

## **PLANNING/FACILITIES**

**Nick Burzichelli**, Vice President/COO, presented and explained the items listed below for action and asked for questions. No further explanation was needed.

Informational Item: Campus Safety Crime Statistics -Report – Rowan College of South Jersey Campus Safety Crime Statistics for February 2023 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Altersitz, approving the following items 1 through 7: (resolutions attached)

1. Purchase of Goods & Services per County Contract Law
2. Approve agreement: Alertus
3. Approve contract: Constellation NewEnergy
4. Approve purchase agreement: Nelnet Business Solutions
5. Approve agreement: ProEducation Solutions
6. Approve contract: Underwood Engineering
7. Approve agreement: Wilcox & Associates

## **PERSONNEL**

**Nick Burzichelli**, Vice President/COO, presented the personnel actions – no outstanding questions were received.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Balicki, unanimously approving the Personnel Actions as presented in item 1: (documents and resolutions attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

### **ACADEMIC SERVICES**

**Dr. Brenden Rickards**, Vice President, Academic Services went over and briefly explained the items listed for action below.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Abele, approving the following items 1 through 10, with Trustees Altersitz and Bumpus abstaining on Perkins items 9 & 10: (resolutions attached)

1. Apply, upon award, accept funding: OSHE County College-based Center for Adult Transition Grant
2. Approve – Donation from Atlantic Medical Imaging
3. Apply, upon award, accept funding: Casino Reinvestment Development Authority
4. Approve - Certificate: Computer Science – Gloucester Campus
5. Apply, upon award, accept funding: State of NJ Climate Action & the Green Economy and NJDEP
6. Apply, upon award, accept funding: NJCCC Workforce Consortium/NJ OSHE Professional Career Development Programs
7. Apply, upon award, accept funding: NJ Dept. of Human Services State Health Insurance Assistance Program (SHIP)
8. Agreement & accept funding: Rowan University - Pre-apprentice programming in collaboration with UFCW
9. Budget amendment: FY2022-23 Perkins Career & Technical Education Grant - Gloucester Campus
10. Budget amendment: FY2022-23 Perkins Career & Technical Education Grant - Cumberland Campus

### **POLICY**

**Sandy Evans**, Director, President's Office reviewed the listed policies and asked if there were questions – none were received.

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Altersitz, approving the following policies: (copies attached)

1. Reaffirm Policies:
  - 3105 Graduation Variance
  - 3107 Multiple Degrees
  - 3203 Intellectual Property

### **STUDENT SERVICES**

**Judy Atkinson**, Vice President, Student Services reminded everyone when the two planned Open Houses were: Thurs., March 23<sup>rd</sup>, Gloucester Campus and Wed., March 29<sup>th</sup>, Cumberland Campus organized to showcase academics and the various services the College offers. Ms. Atkinson indicated there has been a lot of interest based on the number of RSVPs received to date.

**BRANCH CAMPUS**

**Dr. Jim Piccone**, Vice President/CAO, Branch Campus usually reports on some of the College's larger federal and state grants, but tonight he wanted to highlight some smaller grants that serve our adult students.

**Adult Literacy/ESL/ABE**

Enrollment is doing well in these areas, and the College is looking to expand these programs in all three cities in Cumberland County. ESL/ Integrated Education and Training (IET) Microsoft Classes and earned certificates and a new cohort for ABE/GED program has just started.

**New Jersey Business and Industry Association (NJBIA) Grant**

This grant provides basic skills training to employees at no cost.

**Industrial Maintenance Technician Program**

Advanced Manufacturing Bootcamps- Offered Summer 2023 . There are currently 3 grants funded bootcamps: AutoCAD, CNC and PLC

**CareerAdvance Apprenticeship Grant**

Collaboration with Vineland HS and Cumberland Regional High School and speaking with students to discuss Advanced Manufacturing and AutoCAD-Computer-Aided Design (CAD), Computer Numerical Control (CNC) and Programmable Logic Controller (PLC) Summer Bootcamps.

**Opportunity Partnership Grant**

For training for Certified Nurse Assistant (C.N.A.). This program is doing very well on both campuses.

**Healthworks Apprenticeship Grant**

This is an apprenticeship grant where students will receive their certificates from the USDOL The College is actively recruiting for C.N.A. and Medical Assistant Apprenticeships

**New Jersey Council of Community Colleges (NJCCC) Collaboratives Grant**

The College received second year funding to continue expanding areas in Construction Trades and Health Professions.

**INNOVATION & TECHNOLOGY**

**Josh Piddington**, Vice President/CIO, Innovation & Technology, informed the Board that on March 31<sup>st</sup>, the Distance Education Affinity Group will hold its first annual hybrid conference at Mercer County College. This group, which Mr. Piddington leads as chair, is officially authorized by New Jersey Council of Community Colleges (NJCCC) and consists of all the distance education professionals across the state.

**ROWAN COLLEGE FOUNDATION AT GLOUCESTER**

**Cody Miller**, Director, Foundation & Alumni Relations, announced the annual 2023 Rowan College Foundation's Blue & Gold Gala, on Friday, April 21, 2023, to be held at the Estate at Monroe in Williamstown, New Jersey at 6:00 p.m. All the proceeds benefit RCSJ students. Mr. Miller pass out Save-the-Date cards and encouraged everyone to come in support of the Foundation's largest fund raising event.

**PUBLIC PORTION**

Chair Concordia asked the Faculty and College Assembly representatives for further comment.

**Ya Vanca Brooks** indicated no further comment from the College Assembly

**Stephanie Gomes** noted the following regarding activities of the Faculty Senate: the Senate summited programmatic and curricular suggestions in January to Dr. Keating and Dr. Rickards, they have been running a variety of events across the campus that the college community can participate in, as well as offering opportunities for all personnel to participate in ‘random acts of kindness’ across campus and they are partnering with the SGA to develop a ‘field day’ for the campus.

Chair Concordia asked for Public comment, none was received.

**ADJOURNMENT**

At 8:25 p.m., Trustee Love made a motion, seconded by Trustee Abele. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Len Daws". The signature is stylized and cursive.

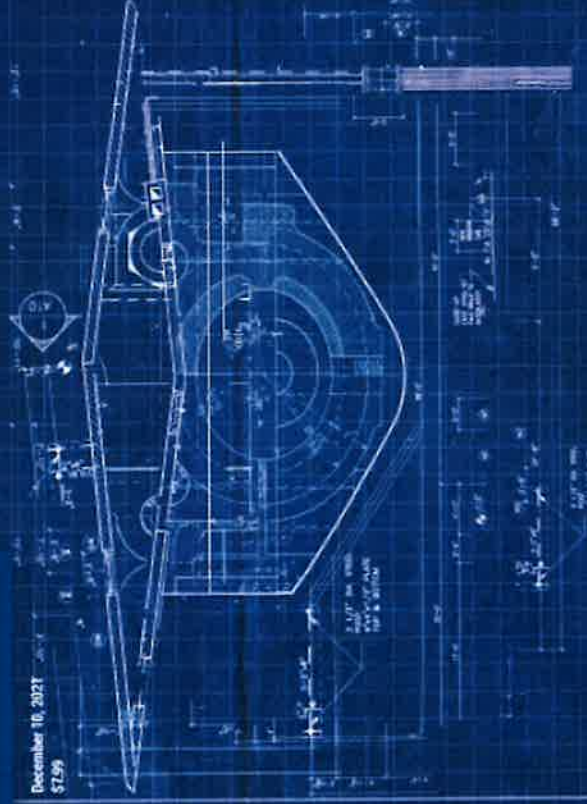
Len Daws, Secretary

Notes taken by Meg Resue



THE CHRONICLE  
OF HIGHER EDUCATION

December 10, 2021  
\$7.99



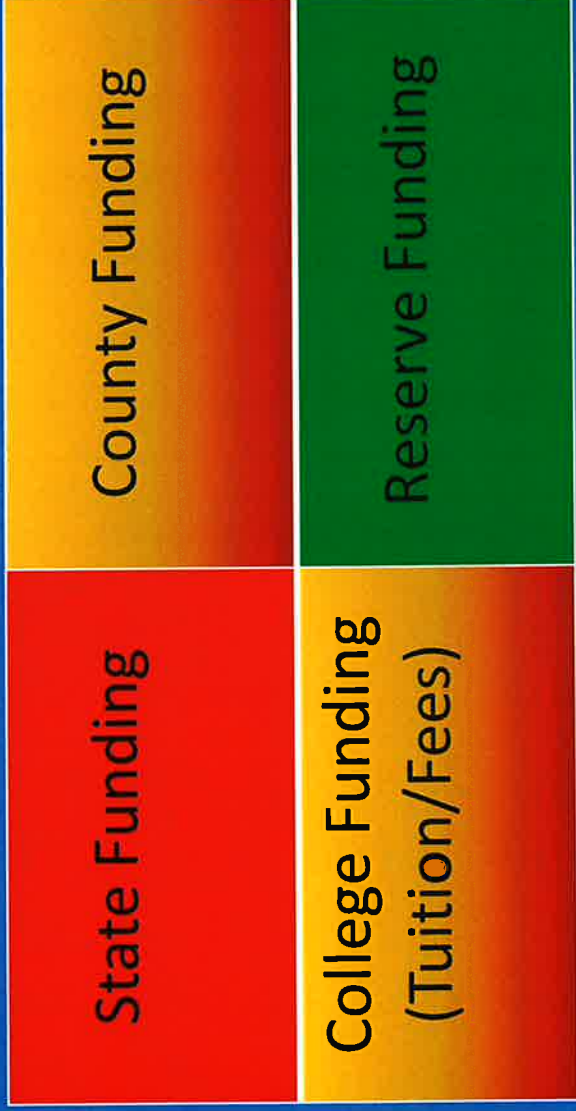
Can Community Colleges Rebuild?

Board Meeting, March 21, 2023  
President Frederick Keating, Ed.D.

*The Chronicle of Higher Education*  
December 10, 2021  
Volume 68, Number 8



# The Financial Prognosis





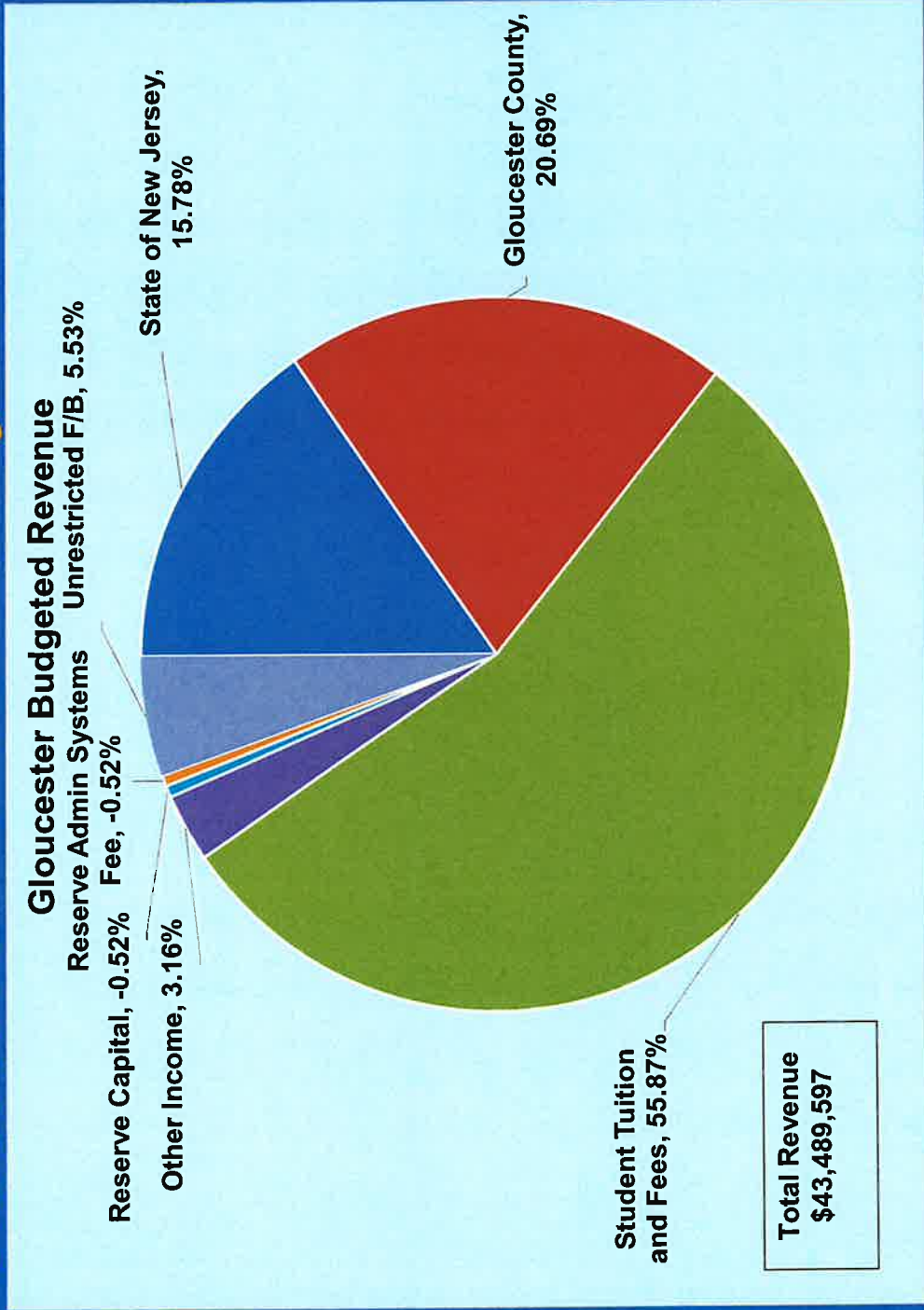


# Gloucester Campus Budget Components 2024

State Funding	\$ 6,862,459	Flat Funding	
County Funding	\$ 9,000,000	Flat Funding	
College Funding	\$ 25,671,666		
	(2%) decrease	\$166/ Credit (Tuition & Fees)	\$6.00 increase
Reserve	\$ 2,406,420		
	<b>\$ 43,489,597</b>	<b>Balance Budget</b>	
Reserve Capital Projects	\$ 225,474		
Reserve Admin Systems Fee	\$ 225,474		
Labor Contracts		Under Negotiations	
Benefit Costs		Six-month Contract	



# Gloucester Revenue Projections 2024

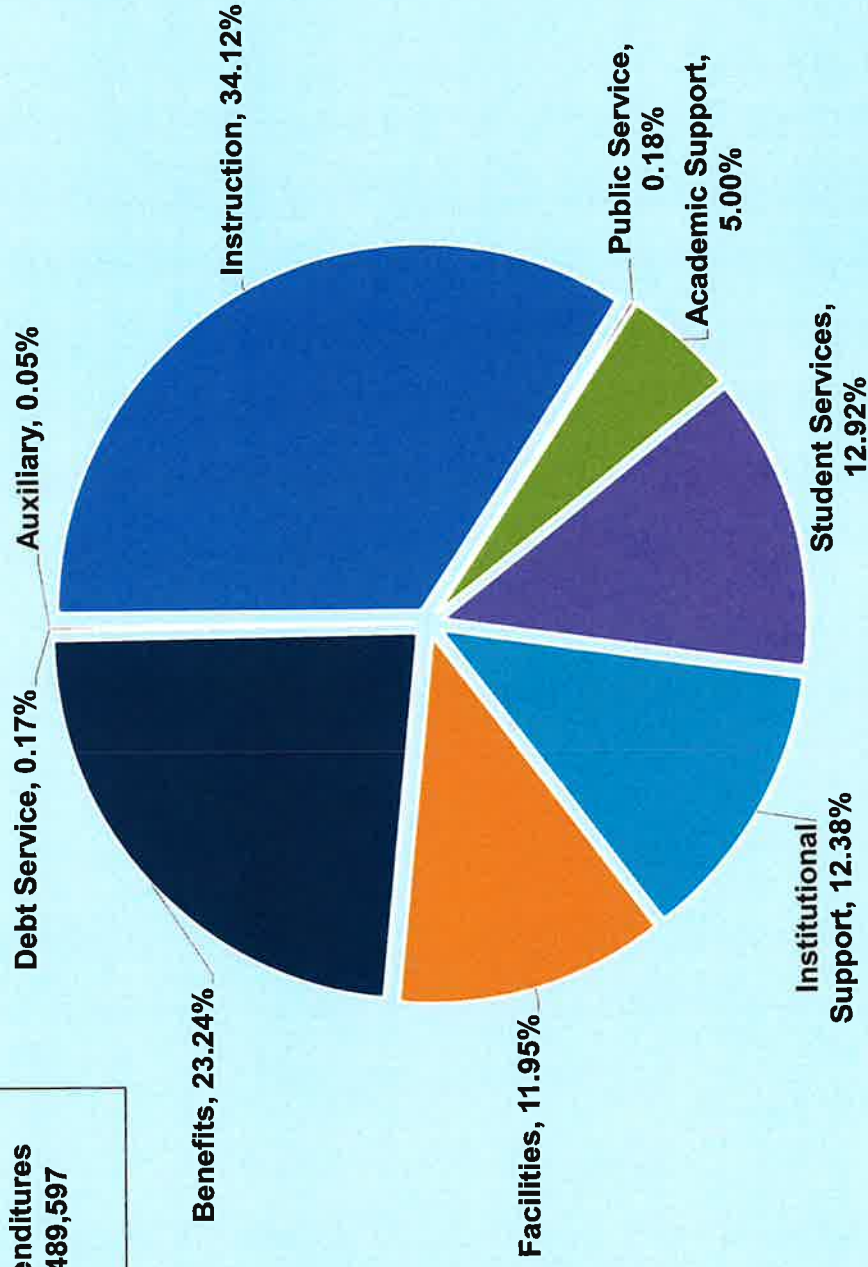




# Gloucester Expenditure Projections 2024

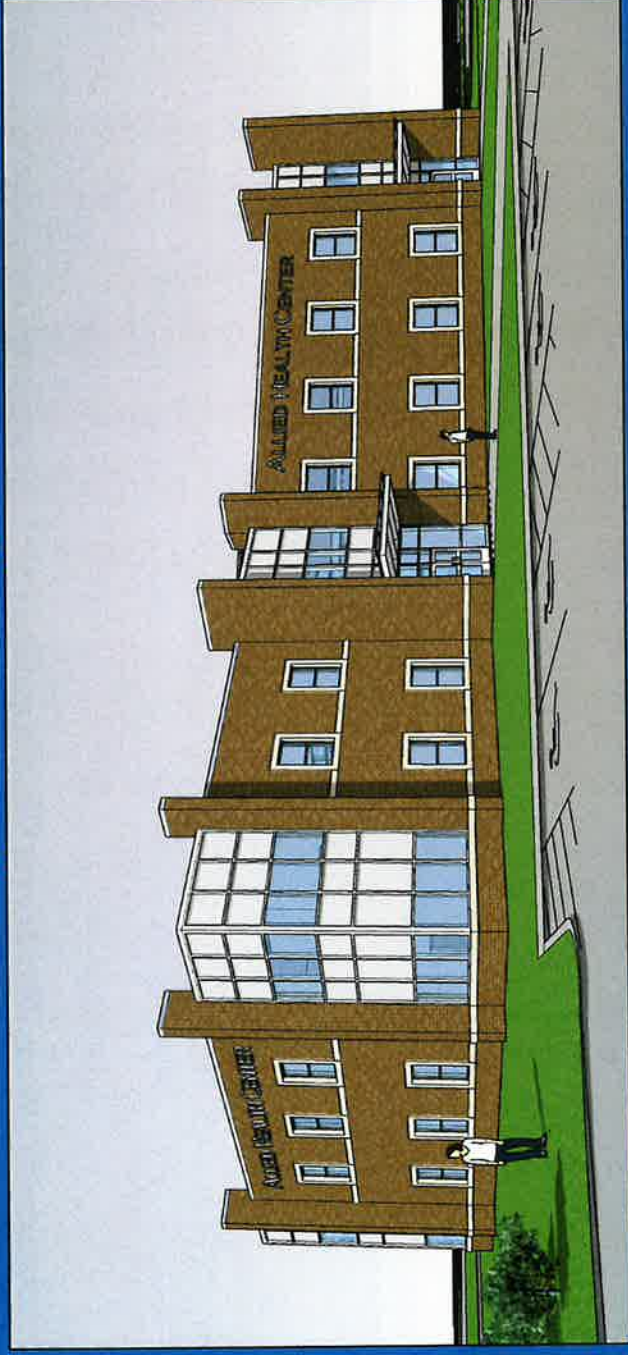
## Gloucester Budgeted Expenses

Total Expenditures  
\$43,489,597





# Gloucester Capital Projects 2023 – 2024



## Chapter 12 Redevelopment \$4,076,011

- Various building infrastructure renovations and repairs

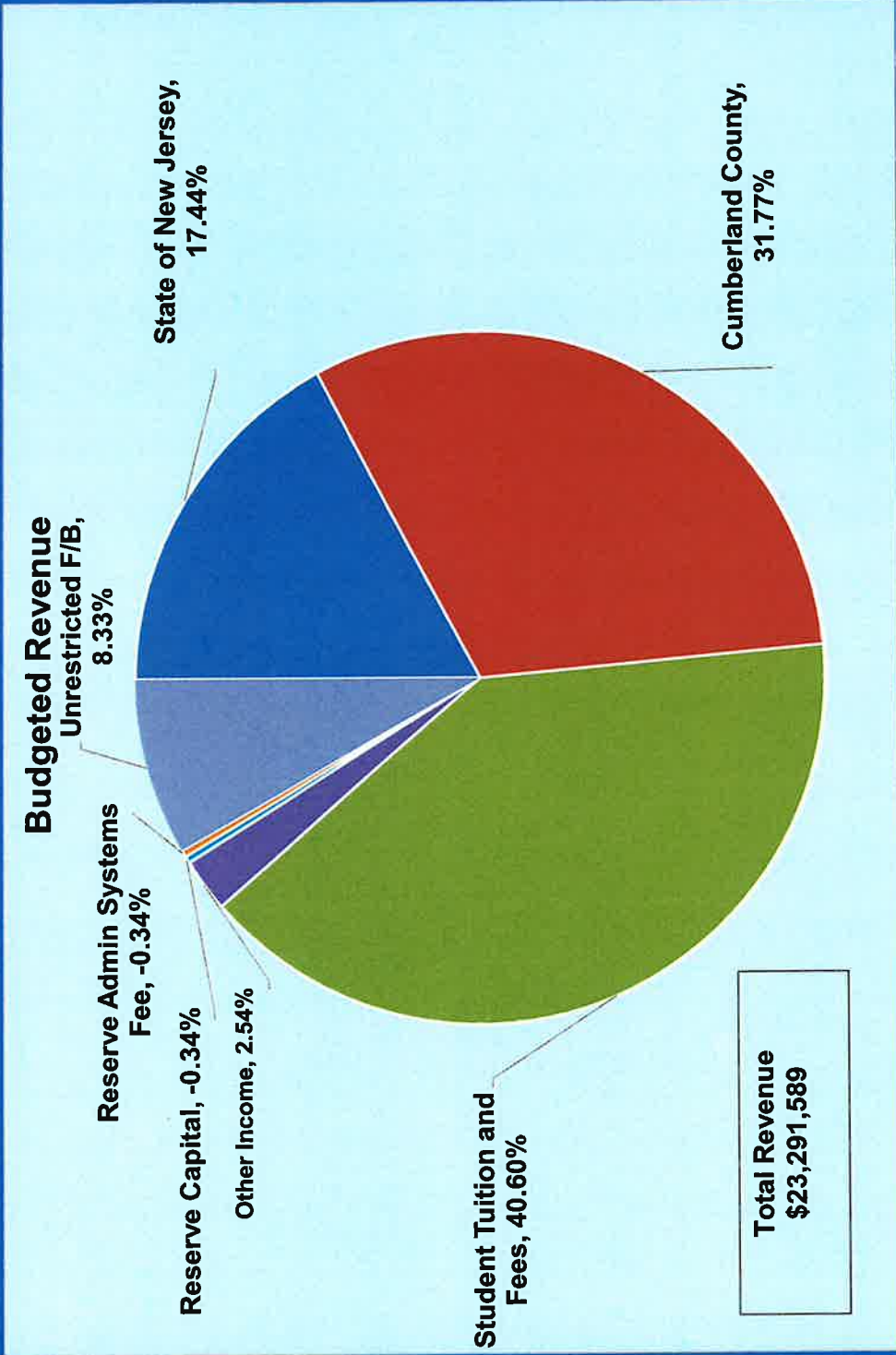


# Cumberland Campus Budget Components 2024

State Funding	\$4,061,209	Flat Funding
County Funding	\$7,400,00	\$150,000 increase
College Funding	\$10,046,912	
Reserve	(2%) decrease	\$166/Credit (Tuition & Fees) \$6.00 increase
	\$1,939,756	
	<b>\$23,291,589</b>	<b>Balanced Budget</b>
Reserve Capital Projects	\$78,144	
Reserve Admin Systems Fee	\$78,144	
Labor Contracts		Under Negotiations
Benefit Costs		Six-month Contract

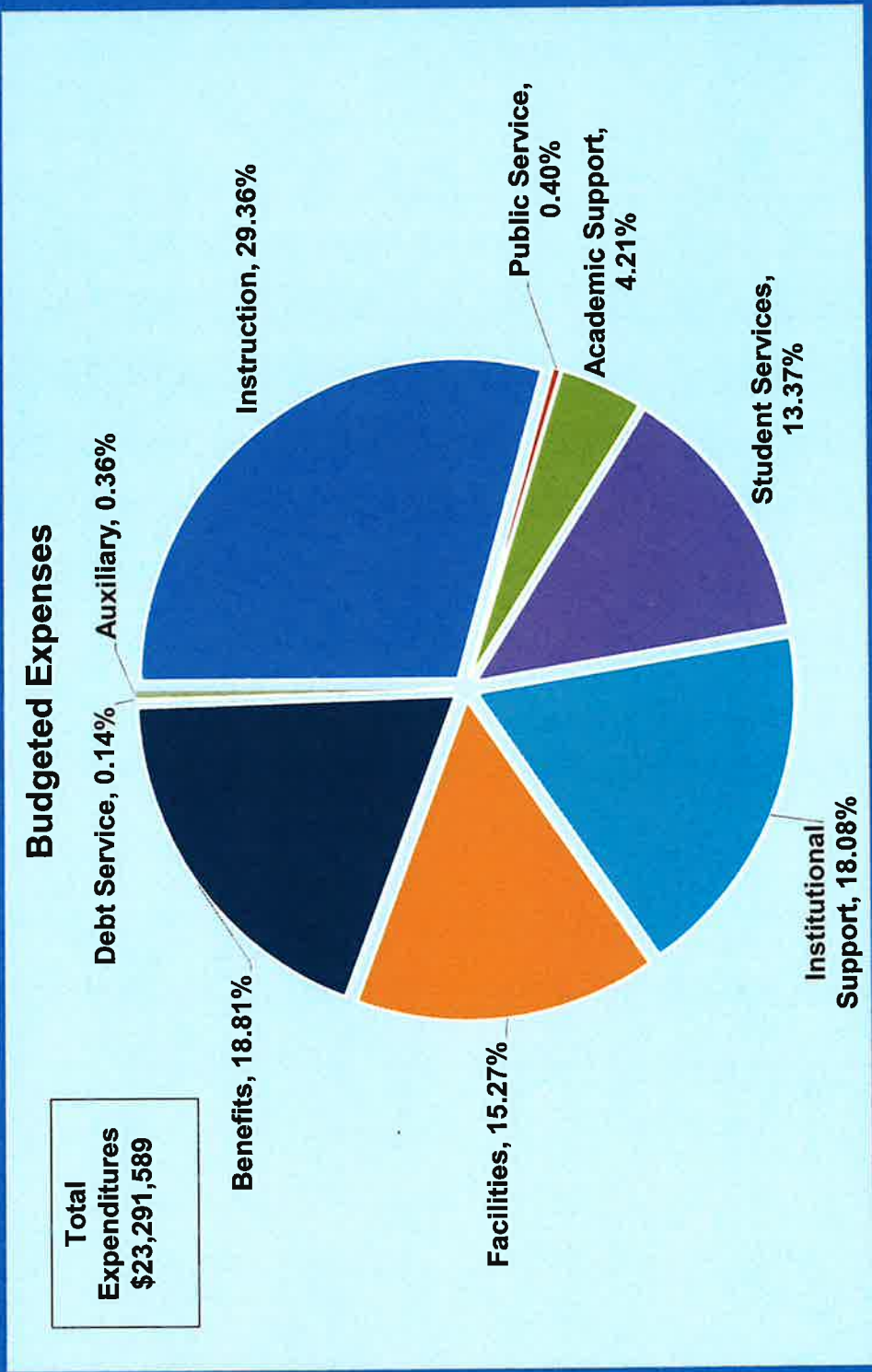


# Cumberland Revenue Projections 2024





# Cumberland Expenditure Projections 2024





# Cumberland Capital Projects 2023-2024



**Capital Projects \$3,522,517**

- Various building infrastructure renovations and repairs





# Combined Budget Overview 2024

## Gloucester & Cumberland Campuses

Anticipated Revenue	\$63,042,246
Reserve Capital	\$(303,618)
Reserve Admin System Fee	\$(303,618)
Unrestricted F/B	\$4,346,176
<b>Total Budget</b>	<b>\$66,781,186</b>



# Future Options

Overlap Rowan University  
“University College”

Four Campus Operation  
“Gloucester, Cumberland, Online and Rowan University”

Mesh with County Systems  
“Education Campus – Shared Services”

Restructure the College  
“Downsize where needed”

Redesign Academic Divisions  
“Industry Demand”

Reshape Enrollment Management  
“Non-traditional Focus”

Or

Status Quo

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING FEBRUARY 28, 2023

	2/28/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 16,727,116	\$ 18,511,857	\$ 1,784,741
Police Academy - Tuition	60,000	31,090	(28,910)
Fire Academy - Tuition		52,920	52,920
Continuing Education	1,387,500	882,212	(505,288)
Fees	11,314,677	11,659,126	344,449
Out of County	90,000	43,864	(46,136)
<b>Government Appropriations</b>			
State	10,344,293	6,919,435	(3,424,858)
Police Academy - State Funding	60,000	40,000	(20,000)
Fire Academy - State Funding	9,430	6,287	(3,143)
Continuing Ed - State Funding	107,168	71,445	(35,723)
Act - State Funding	125,000	83,333	(41,667)
County	15,230,986	9,787,662	(5,443,324)
EDC - County Funding	275,000	183,333	(91,667)
Rowan Medicine - County Funding	75,000	50,000	(25,000)
Police Academy - County Funding	132,245	88,163	(44,082)
Fire Academy - County Funding	193,000	128,667	(64,333)
ACT Center - County Funding	205,762	137,175	(68,587)
	138,007		(138,007)
Federal		-	-
Other Revenues	343,500	353,165	9,665
Auxiliary Enterprises	826,800	353,553	(473,247)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
	1,710,906		(1,710,906)
<b>Total Revenues</b>	<b>\$ 64,356,554</b>	<b>\$ 49,383,287</b>	<b>\$ (14,973,267)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 22,966,680	\$ 13,172,303	\$ 9,794,377
Personnel - FT	10,611,828	6,285,424	4,326,404
Personnel - FT OT, OL, Misc	2,968,753	2,264,647	704,106
Benefits	4,924,939	1,981,995	2,942,944
Personnel - PT	4,124,730	2,440,008	1,684,722
Expenses	336,430	200,229	136,201

Continuing Education - Total	\$ 2,359,448	\$ 1,472,285	\$ 887,163
Personnel - FT	835,499	549,854	285,645
Personnel - FT OT, OL, Misc	225	5,100	(4,875)
Benefits	687,111	194,257	492,854
Personnel - PT	438,529	289,029	149,500
Expenses	398,084	434,045	(35,961)
Police Academy - Total	\$ 297,911	\$ 129,317	\$ 168,594
Personnel - FT	69,164	45,314	23,850
Personnel - FT OT, OL, Misc	-	-	-
Benefits	134,982	11,264	123,718
Personnel - PT	66,506	56,917	9,589
Expenses	27,259	15,822	11,437
Fire Academy - Total	\$ 291,753	\$ 150,281	\$ 141,472
Personnel - FT	62,988	39,905	23,083
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	122,928	9,871	113,057
Personnel - PT	64,881	71,526	(6,645)
Expenses	34,907	28,979	5,928
Academic Support - Total	\$ 4,237,132	\$ 2,943,322	\$ 1,293,810
Personnel - FT	2,178,385	1,395,992	782,393
Personnel - FT OT, OL, Misc	70,904	35,170	35,734
Benefits	1,097,136	792,600	304,536
Personnel - PT	548,895	337,011	211,884
Expenses	341,812	382,549	(40,737)
Student Services - Total	\$ 11,689,519	\$ 7,702,190	\$ 3,987,329
Personnel - FT	6,392,237	4,000,658	2,391,579
Personnel - FT OT, OL, Misc	87,666	62,488	25,178
Benefits	3,288,088	2,410,963	877,125
Personnel - PT	914,860	519,905	394,955
Expenses	1,006,668	708,176	298,492
Institutional Support - Total	\$ 12,438,572	\$ 7,908,517	\$ 4,530,055
Personnel - FT	5,095,881	3,192,245	1,903,636
Personnel - FT OT, OL, Misc	23,500	102,705	(79,205)
Benefits	2,594,264	1,893,931	700,333
Personnel - PT	186,895	127,232	59,663
Expenses	4,538,032	2,592,404	1,945,628
Operating & Maintenance - Total	\$ 8,824,490	\$ 5,764,381	\$ 3,060,109
Personnel - FT	2,035,994	1,204,927	831,067
Personnel - FT OT, OL, Misc	79,439	72,579	6,860
Benefits	1,026,334	608,669	417,665
Personnel - PT	112,685	85,107	27,578
Expenses	5,570,038	3,793,099	1,776,939
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	319,638	\$ 95,019
Auxiliary Enterprises	\$ 50,642	35,767	\$ 14,875
Debt Payments	\$ 785,750	132,223	\$ 653,527
<b>Total Operating Expenditures</b>	<b>\$ 64,356,554</b>	<b>\$ 39,730,224</b>	<b>\$ 23,972,803</b>

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING FEBRUARY 28, 2023  
Gloucester Campus

	2/28/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 11,981,812	\$ 13,445,155	\$ 1,463,343
Police Academy - Tuition	60,000	31,090	(28,910)
Fire Academy - Tuition		52,920	52,920
Continuing Education	750,000	386,740	(363,260)
Fees	8,008,715	8,448,367	439,652
Out of County	40,000	13,249	(26,751)
Government Appropriations			
State	6,403,917	4,497,983	(1,905,934)
Police Academy - State Funding	60,000	40,000	(20,000)
Fire Academy - State Funding	9,430	6,287	(3,143)
Continuing Ed - State Funding	107,168	71,445	(35,723)
Act - State Funding	87,500	58,333	(29,167)
County	8,118,993	6,162,662	(1,956,331)
EDC - County Funding	275,000	183,333	(91,667)
Rowan Medicine - County Funding	75,000	50,000	(25,000)
Police Academy - County Funding	132,245	88,163	(44,082)
Fire Academy - County Funding	193,000	128,667	(64,333)
ACT Center - County Funding	205,762	137,175	(68,587)
Federal		-	-
Other Revenues	45,000	234,428	189,428
Auxiliary Enterprises	590,800	167,162	(423,638)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
			-
<b>Total Revenues</b>	<b>\$ 42,144,506</b>	<b>\$ 34,203,159</b>	<b>\$ (7,941,347)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 15,521,679	\$ 8,954,531	\$ 6,567,148
Personnel - FT	7,502,771	4,553,417	2,949,354
Personnel - FT OT, OL, Misc	2,032,253	1,604,434	427,819
Benefits	3,352,610	1,102,573	2,250,037
Personnel - PT	2,454,065	1,576,217	877,848
Expenses	179,980	117,890	62,090

Continuing Education - Total	\$ 1,729,366	\$ 939,646	\$ 789,720
Personnel - FT	648,188	396,188	252,000
Personnel - FT OT, OL, Misc	225	2,400	(2,175)
Benefits	560,030	97,745	462,285
Personnel - PT	233,539	144,786	88,753
Expenses	287,384	298,527	(11,143)
Police Academy - Total	\$ 297,911	\$ 129,317	\$ 168,594
Personnel - FT	69,164	45,314	23,850
Personnel - FT OT, OL, Misc	-	-	-
Benefits	134,982	11,264	123,718
Personnel - PT	66,506	56,917	9,589
Expenses	27,259	15,822	11,437
Fire Academy - Total	\$ 291,753	\$ 150,281	\$ 141,472
Personnel - FT	62,988	39,905	23,083
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	122,928	9,871	113,057
Personnel - PT	64,881	71,526	(6,645)
Expenses	34,907	28,979	5,928
Academic Support - Total	\$ 2,824,362	\$ 2,116,206	\$ 708,156
Personnel - FT	1,472,124	985,448	486,676
Personnel - FT OT, OL, Misc	58,304	35,170	23,134
Benefits	741,215	572,157	169,058
Personnel - PT	292,632	205,111	87,521
Expenses	260,087	318,320	(58,233)
Student Services - Total	\$ 7,729,933	\$ 5,236,205	\$ 2,493,728
Personnel - FT	4,316,125	2,653,521	1,662,604
Personnel - FT OT, OL, Misc	81,166	46,097	35,069
Benefits	2,173,170	1,699,423	473,747
Personnel - PT	423,641	290,824	132,817
Expenses	735,831	546,340	189,491
Institutional Support - Total	\$ 7,010,086	\$ 4,931,413	\$ 2,078,673
Personnel - FT	3,168,236	1,988,227	1,180,009
Personnel - FT OT, OL, Misc	3,000	62,400	(59,400)
Benefits	1,595,208	1,312,818	282,390
Personnel - PT	65,010	91,635	(26,625)
Expenses	2,178,632	1,476,333	702,299
Operating & Maintenance - Total	\$ 5,753,917	\$ 3,652,558	\$ 2,101,359
Personnel - FT	1,962,585	1,156,947	805,638
Personnel - FT OT, OL, Misc	79,439	72,130	7,309
Benefits	988,162	590,916	397,246
Personnel - PT	89,478	72,455	17,023
Expenses	2,634,253	1,760,110	874,143
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	283,413	\$ 131,244
Auxiliary Enterprises	\$ 20,817	35,767	\$ (14,950)
Debt Payments	\$ 550,025	84,525	\$ 465,500
<b>Total Operating Expenditures</b>	<b>\$ 42,144,506</b>	<b>\$ 26,513,862</b>	<b>\$ 15,165,144</b>

ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING February 28, 2023

	2/28/2023		
	Budget Amount	Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 4,745,304	\$ 5,066,702	\$ 321,398
Continuing Education	637,500	495,472	(142,028)
Fees	3,305,962	3,210,759	(95,203)
Out of County (Charge back)	50,000	30,615	(19,385)
	-		-
<b>Government Appropriations</b>			
State	3,977,876	2,446,452	(1,531,424)
County	7,250,000	3,625,000	(3,625,000)
<b>Other Revenues</b>	298,500	118,737	(179,763)
Auxiliary Enterprises	236,000	186,391	(49,609)
Reserve Capital Proj	1,710,906		(1,710,906)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			-
Federal (CARES Act)	-	-	-
<b>Total Revenues</b>	<b>\$ 22,212,048</b>	<b>\$ 15,180,128</b>	<b>\$ (7,031,920)</b>
<b>Current Operating Expenditures</b>			
<b>Instruction - Total</b>	<b>\$ 7,445,001</b>	<b>\$ 4,217,772</b>	<b>\$ 3,227,229</b>
Personnel - FT	3,109,057	1,732,007	1,377,050
Personnel - FT OT, OL, Misc	936,500	660,213	276,287
Benefits	1,572,329	879,422	692,907
Personnel - PT	1,670,665	863,791	806,874
Expenses	156,450	82,339	74,111
<b>Continuing Education - Total</b>	<b>\$ 630,082</b>	<b>\$ 532,639</b>	<b>\$ 97,443</b>
Personnel - FT	187,311	153,666	33,645
Personnel - FT OT, OL, Misc	-	2,700	(2,700)
Benefits	127,081	96,512	30,569
Personnel - PT	204,990	144,243	60,747
Expenses	110,700	135,518	(24,818)
<b>Academic Support - Total</b>	<b>\$ 1,412,770</b>	<b>\$ 827,116</b>	<b>\$ 585,654</b>
Personnel - FT	706,261	410,544	295,717
Personnel - FT OT, OL, Misc	12,600	-	12,600
Benefits	355,921	220,443	135,478
Personnel - PT	256,263	131,900	124,363
Expenses	81,725	64,229	17,496

Student Services - Total	\$ 3,959,586	\$ 2,465,985	\$ 1,493,601
Personnel - FT	2,076,112	1,347,137	728,975
Personnel - FT OT, OL, Misc	6,500	16,391	(9,891)
Benefits	1,114,918	711,540	403,378
Personnel - PT	491,219	229,081	262,138
Expenses	270,837	161,836	109,001
Institutional Support - Total	\$ 5,428,486	2,977,104	\$ 2,451,382
Personnel - FT	1,927,645	1,204,018	723,627
Personnel - FT OT, OL, Misc	20,500	40,305	(19,805)
Benefits	999,056	581,113	417,943
Personnel - PT	121,885	35,597	86,288
Expenses	2,359,400	1,116,071	1,243,329
Operating & Maintenance - Total	\$ 3,070,573	\$ 2,111,823	\$ 958,750
Personnel - FT	73,409	47,980	25,429
Personnel - FT OT, OL, Misc	-	449	(449)
Benefits	38,172	17,753	20,419
Personnel - PT	23,207	12,652	10,555
Expenses	2,935,785	2,032,989	902,796
Debt Service	\$ 235,725	36,225	\$ 199,500
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 29,825	47,698	\$ (17,873)
<b>Total Operating Expenditures</b>	<b>\$ 22,212,048</b>	<b>\$ 13,216,362</b>	<b>\$ 8,995,686</b>





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2023 REVISED BUDGET.**

**WHEREAS**, Rowan College of South Jersey - Gloucester Campus has a need to revise the FY2023 operating budget, and

**WHEREAS**, the revised FY2023 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and an increase to unrestricted fund balance) totaling \$42,279,068; and

**WHEREAS**, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21st day of March, 2023 that the Fiscal Year 2023 revised operating budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
FY23 BUDGET – REVISED**

**BUDGET TOTALS**

Category	FY23	FY23 Adjust	FY23 Revised	FY24
Anticipated Revenue	38,108,114	3,185,895	41,294,009	41,534,125
Budget Appropriations	(42,144,507)	(134,561)	(42,279,068)	(43,489,597)
Reserve Capital Proj.	(210,386)	(19,690)	(230,076)	(225,474)
Reserve Admin Systems Fee	(210,386)	(19,690)	(230,076)	(225,474)
Drawdown from Unrestricted Fund Balance	4,457,164	(3,011,954)	1,445,210	2,406,420
Surplus Increase / (Utilized)	-	-	-	-

\$ Increase / (Decrease)  
from prior year, Revenue  
including reserve

134,561      1,210,529

% Increase / (Decrease)  
from prior year, Revenue  
including reserve

0.319%      2.86%

**OPERATING BUDGET BY FUNCTION**

Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	Instruction	13,670,159	503,320	14,173,480	14,837,787
30	Public Service	78,643		78,643	80,401
40	Academic Support	2,004,504	83,186	2,087,689	2,174,218
50	Student Services	5,556,763	(50,958)	5,505,805	5,617,390
60	Institutional Support	5,414,879	(132,545)	5,282,334	5,383,498
70	Physical Plant	4,765,755	289,572	5,055,326	5,194,932
80	Employee Benefits	10,082,962	(92,514)	9,990,448	10,105,188
85	Debt Service	550,025	(465,500)	84,525	75,180
90	Auxiliary Services	20,817		20,817	21,003
<b>Grand Total</b>		<b>42,144,507</b>	<b>134,561</b>	<b>42,279,068</b>	<b>43,489,597</b>

\$ Increase (Decrease) over  
PY

134,561      1,210,529

% Increase (Decrease)  
over PY

0.319%      2.86%

**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
FY23 BUDGET – REVISED**

**OPERATING SALARIES & BENEFITS**

Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	Instruction	13,140,629	344,820	13,485,449	14,122,735
30	Public Service	77,578		77,578	79,336
40	Academic Support	1,745,482	20,186	1,765,668	1,852,298
50	Student Services	4,820,931	(171,708)	4,649,224	4,800,966
60	Institutional Support	3,236,246	(165,326)	3,070,920	3,223,997
70	Physical Plant	2,131,502	(21,182)	2,110,319	2,215,835
80	Employee Benefits	10,082,962	(92,514)	9,990,448	10,105,188
90	Auxiliary Services	5,700		5,700	5,885
<b>Grand Total</b>		<b>35,241,030</b>	<b>(85,724)</b>	<b>35,155,306</b>	<b>36,406,239</b>

\$ Increase (Decrease)  
over PY

(85,724) 1,250,933

% Increase (Decrease)  
over PY

(-.243%) 3.56%

**OPERATING EXPENSES**

Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	Instruction	529,531	158,500	688,031	715,053
30	Public Service	1,065		1,065	1,065
40	Academic Support	259,022	63,000	322,022	321,920
50	Student Services	735,831	120,750	856,581	816,425
60	Institutional Support	2,178,632	32,782	2,211,414	2,159,501
70	Physical Plant	2,634,253	310,754	2,945,007	2,979,097
85	Debt Service	550,025	(465,500)	84,525	75,180
90	Auxiliary Services	15,118		15,118	15,118
<b>Grand Total</b>		<b>6,903,477</b>	<b>220,285</b>	<b>7,123,762</b>	<b>7,083,958</b>

\$ Increase (Decrease)  
over PY

220,285 (40,404)

% Increase (Decrease)  
over PY

3.19% (-0.57%)

**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
FY23 BUDGET – REVISED**

**REVENUE SUMMARY**

<b>Source of Revenue</b>	<b>FY23</b>	<b>FY23 Adjust</b>	<b>FY23 Revised</b>	<b>FY24</b>
<b>Government Allocation</b>				
County of Gloucester	9,000,000		9,000,000	9,000,000
State of New Jersey	6,668,015	484,591	7,152,606	6,862,459
	<b>15,668,015</b>	<b>728,568</b>	<b>14,539,447</b>	<b>15,668,015</b>
<b>Tuition</b>				
Academic	12,067,198	1,235,934	13,303,132	13,907,240
GCIT Revenue	125,000		125,000	125,000
Out-of-County (charge back)	40,000	(15,000)	25,000	40,000
Police Academy	60,000	(12,000)	48,000	60,000
Fire Academy		70,000	70,000	70,000
Continuing Ed Catalog	400,000	75,000	475,000	400,000
ACT Center	150,000		150,000	150,000
Customized Training	200,000	(100,000)	100,000	200,000
<b>Fees</b>				
General Service Fee	4,418,106	413,490	4,831,596	4,734,954
Construction Fee	210,386	19,690	230,076	225,474
Admin Systems Fee	210,386	19,690	230,076	225,474
Nursing Program Fee	550,000	(100,000)	450,000	450,000
Ford Asset Program Fee	60,000		60,000	60,000
Material Fee	1,169,671	700,000	1,869,671	1,869,671
Lab Instruction Fee	1,448,312	100,000	1,548,312	1,548,312
Graduation Fees	73,000	(8,000)	65,000	65,000
Transcript Fee	64,000	(4,000)	60,000	60,000
Miscellaneous Fees - Returned Check	15,240	(10,000)	5,240	5,240
Late Payment Fee		20,000	20,000	
Payment Plan Enrollment Fee		100,000	100,000	100,000
<b>Total Tuition &amp; Fees</b>	<b>21,261,299</b>	<b>2,504,804</b>	<b>23,766,103</b>	<b>24,296,365</b>

**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
FY23 BUDGET – REVISED**

**REVENUE SUMMARY (CONTINUED)**

Source of Revenue	FY23 Initial	FY23 Adjust	FY23 Revised	FY24 Initial
<b>Auxiliary Revenue</b>				
Cell Tower Commissions	21,800	8,000	29,800	29,800
Vending	15,000	(3,000)	12,000	12,000
Book Store	400,000		400,000	400,000
Facilities Usage	6,000		6,000	6,000
Wilmington University	80,000	(40,000)	40,000	40,000
Library Fees & Fines	500		500	500
<b>Entrance &amp; Proficiency Tests:</b>				
ACT Testing	15,000	(5,000)	10,000	10,000
Outside Testing	1,000	5,000	6,000	6,000
Nursing HESI Test	2,000	2,000	4,000	4,000
Nursing HESI Assessment A-2	35,000		35,000	35,000
NCLEX Review	7,000	20,000	27,000	27,000
GED Testing	4,000		4,000	4,000
TEAS Test	2,500	(2,500)		
CLEP Testing	1,000		1,000	1,000
<b>Other Revenue:</b>				
Miscellaneous Revenue	20,000	10,000	30,000	30,000
Interest Revenue	25,000	175,000	200,000	200,000
Gloucester County Forgiveness of Debt	243,000	27,000	270,000	270,000
Cumberland County Chargeback	300,000		300,000	300,000
	<b>1,178,800</b>	<b>196,500</b>	<b>1,375,300</b>	<b>1,375,300</b>
<b>TOTAL REVENUE</b>	<b>38,108,114</b>	<b>3,185,895</b>	<b>41,294,009</b>	<b>41,534,125</b>
<b>\$ Change over PY</b>			<b>3,185,895</b>	<b>240,115</b>
<b>% Change over PY</b>			<b>8.36%</b>	<b>0.58%</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2023 REVISED BUDGET.**

**WHEREAS**, Rowan College of South Jersey - Cumberland Campus has a need to revise the FY2023 operating budget, and

**WHEREAS**, the revised FY2023 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects and a drawdown from unrestricted fund balance) totaling \$21,921,970; and

**WHEREAS**, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21<sup>st</sup> day of March, 2023 that the Fiscal Year 2023 revised operating budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
FY23 BUDGET – REVISED**

**BUDGET TOTALS**

Category	FY23	FY23 Adjust	FY23 Revised	FY24
Anticipated Revenue	20,646,486	740,959	21,387,445	21,508,121
Budget Appropriations	(22,212,048)	290,078	(21,921,970)	(23,291,589)
Reserve Capital Proj.	(72,672)	(6,354)	(79,026)	(78,144)
Reserve for Admin Systems Fee	(72,672)	(6,354)	(79,026)	(78,144)
Drawdown from Unrestricted Fund Balance	1,710,906	(1,018,329)	692,577	1,939,756
Surplus Increase / (Utilized)	-	-	-	-

\$ Increase from prior year, Revenue including reserve (290,078) 1,369,619

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% Increase from prior year, Revenue including reserve (-1.31%) 6.40%

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**OPERATING BUDGET BY FUNCTION**

Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	Instruction	6,375,673	62,881	6,438,554	6,839,065
30	Public Service	61,446	3,000	64,446	92,766
40	Academic Support	995,403	(120,994)	874,409	980,835
50	Student Services	2,844,668	46,528	2,891,196	3,113,169
60	Institutional Support	4,429,430	(234,253)	4,195,177	4,210,922
70	Physical Plant	3,032,401	524,715	3,557,116	3,557,579
80	Employee Benefits	4,207,477	(422,730)	3,784,747	4,382,208
85	Debt Service	235,725	(199,500)	36,225	32,220
90	Auxiliary Services	29,825	50,275	80,100	82,825
<b>Grand Total</b>		<b>22,212,048</b>	<b>(290,078)</b>	<b>21,921,970</b>	<b>23,291,589</b>

\$ Increase (Decrease) over PY (290,078) 1,369,619

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% Increase (Decrease) over PY (-1.31%) 6.25%

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**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
FY22 BUDGET – REVISED**

<b>OPERATING SALARIES &amp; BENEFITS</b>					
Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	<b>Instruction</b>	6,108,523	(3,092)	6,105,431	6,478,271
30	<b>Public Service</b>	50,046	(1,500)	48,546	60,266
40	<b>Academic Support</b>	925,078	(112,944)	812,134	915,035
50	<b>Student Services</b>	2,573,831	(5,872)	2,567,959	2,780,032
60	<b>Institutional Support</b>	2,070,030	(143,037)	1,926,993	2,059,788
70	<b>Physical Plant</b>	96,616	0	96,616	99,756
80	<b>Employee Benefits</b>	4,207,477	(422,730)	3,784,747	4,382,208
90	<b>Auxiliary Services</b>	10,225	0	10,225	10,225
<b>Grand Total</b>		<b>16,041,826</b>	<b>(689,175)</b>	<b>15,352,651</b>	<b>16,785,581</b>

\$ Increase (Decrease)  
over PY

(689,175)      1,432,930

% Increase (Decrease)  
over PY

(-4.49%)      9.33%

**OPERATING EXPENSES**

Program Code	Program Description	FY23	FY23 Adjust	FY23 Revised	FY24
10	<b>Instruction</b>	267,150	65,973	333,123	360,794
30	<b>Public Service</b>	11,400	4,500	15,900	32,500
40	<b>Academic Support</b>	70,325	(8,050)	62,275	65,800
50	<b>Student Services</b>	270,837	52,400	323,237	333,137
60	<b>Institutional Support</b>	2,359,400	(91,216)	2,268,184	2,151,134
70	<b>Physical Plant</b>	2,935,785	524,715	3,460,500	3,457,823
85	<b>Debt Service</b>	235,725	(199,500)	36,225	32,220
90	<b>Auxiliary Services</b>	19,600	50,275	69,875	72,600
<b>Grand Total</b>		<b>6,170,222</b>	<b>399,097</b>	<b>6,569,319</b>	<b>6,506,008</b>

\$ Increase (Decrease)  
over PY

399,097      (63,311)

% Increase (Decrease)  
over PY

6.08%      (-0.96%)



**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
FY22 BUDGET – REVISED  
REVENUE SUMMARY**

<b>Source of Revenue</b>	<b>FY23</b>	<b>FY23 Adjust</b>	<b>FY23 Revised</b>	<b>FY24</b>
<b>Government Allocation</b>				
County of Cumberland	7,250,000		7,250,000	7,400,000
State of New Jersey	3,977,876	279,889	4,257,765	4,061,209
	<b>11,227,876</b>	<b>279,889</b>	<b>11,507,765</b>	<b>11,461,209</b>
<b>Tuition</b>				
Academic	4,745,304	274,178	5,019,482	5,066,640
Out-of-County (charge back)	50,000		50,000	50,000
Continuing Ed Catalog	450,000		450,000	450,000
ACT Center	37,500		37,500	37,500
Customized Training	150,000		150,000	150,000
<b>Fees</b>				
General Service Fee	1,526,112	133,434	1,659,546	1,641,024
Construction Fee	72,672	6,354	79,026	78,144
Admin Systems Fee	72,672	6,354	79,026	78,144
Program Fee	514,000	(150,000)	364,000	514,000
Material Fee	513,600	210,000	723,600	723,600
Lab Instruction Fees	675,000	(150,000)	525,000	607,110
Graduation Fee	42,250		42,250	42,250
Transcript Fee	31,000	(7,500)	23,500	18,000
Returned Check Fee	4,000	(4,000)	0	
Late Registration Fee	0	0	0	
<b>Total Tuition &amp; Fees</b>	<b>8,884,110</b>	<b>318,820</b>	<b>9,202,930</b>	<b>9,456,412</b>

**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
FY22 BUDGET – REVISED  
REVENUE SUMMARY (CONTINUED)**

Source of Revenue	FY23	FY23 Adjust	FY23 Revised	FY24
<b>Auxiliary Revenue</b>				
Food Service	0		0	0
Vending	5,000	3,000	8,000	5,000
Book Store	135,000	25,000	160,000	144,000
Lu ciano Center Rental	5,000	2,500	7,500	7,500
University Center	25,000		25,000	25,000
Student Productions	0	7,500	7,500	5,000
Clay College	60,000	20,000	80,000	80,000
Library Fees & Fines	1,000	(750)	250	500
Testing	5,000	15,000	20,000	20,000
<b>Other Revenue:</b>				
Miscellaneous Revenue	50,000		50,000	50,000
Interest Revenue	20,000	70,000	90,000	25,000
Indirect Service Income	80,000		80,000	80,000
Foundation Support	148,500		148,500	148,500
	<b>534,500</b>	<b>142,250</b>	<b>676,750</b>	<b>590,500</b>
<b>TOTAL REVENUE</b>	<b>20,646,486</b>	<b>740,959</b>	<b>21,387,445</b>	<b>21,508,121</b>

<b>\$ Change over PY</b>	<b>740,959</b>	<b>(1,931,372)</b>
<b>% Change over PY</b>	<b>3.59%</b>	<b>(-8.58%)</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2024 BUDGET.**

**WHEREAS**, Rowan College of South Jersey - Gloucester Campus has a need to adopt the FY2024 operating budget, and

**WHEREAS**, the FY2024 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and a drawdown from unrestricted fund balance) totaling \$43,489,597; and

**WHEREAS**, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21st day of March 2023 that the Fiscal Year 2024 operating budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



## PUBLIC HEARING ROWAN COLLEGE OF SOUTH JERSEY

Please take note that the Board of School Estimate of Rowan College of South Jersey, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for operating expenses for the year 2023-2024. Said Public Hearing will be held virtually via Zoom on March 15<sup>th</sup>, 2023.

Set forth, herewith, is an itemized statement of the operating expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Nora Sheridan, Executive Director Budget and Accounting Services, Rowan College of South Jersey, Gloucester Campus 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
1400 TANYARD ROAD  
SEWELL, NJ 08080**

**PROPOSED OPERATING BUDGET FOR SCHOOL YEAR  
July 1, 2023 to June 30, 2024**

	Operating Appropriations for <u>School Year 2023-2024</u>
<u>CURRENT OPERATING INCOME</u>	
County Appropriation for Current Operating Expenses	\$ 9,000,000
State Appropriation for Current Operating Expenses	6,862,459
Student Tuition and Fees Collected from Students	24,296,365
Other Income	1,375,300
Drawdown from Unrestricted Fund Balance	2,406,420
Reserve for Capital Projects	(225,474)
Reserve for Admin Systems Fee	(225,474)
TOTAL OPERATING INCOME	<u>\$ 43,489,597</u>
<u>CURRENT OPERATING EXPENSES</u>	
Instruction	\$ 14,837,787
Public Service	80,401
Academic Support	2,174,218
Student Services	5,617,390
Institutional Support	5,383,498
Operation/Maintenance of Plant/Capital	5,194,932
Fringe Benefits	10,105,188
Debt Service	75,180
Auxiliary	21,003
TOTAL OPERATING EXPENSES	<u>\$ 43,489,597</u>

**Rowan College of South Jersey  
Gloucester Campus  
FY24 Budget**

**Budget Totals**

	<b>FY23 Revised</b>	<b>FY 24</b>
Anticipated Revenue.....	41,294,009	41,534,125
Budget Appropriations.....	(42,279,067)	(43,489,597)
Reserve Capital Proj.	(230,076)	(225,474)
Reserve Admin Systems Fee	(230,076)	(225,474)
Drawdown from Unrestricted Fund Balance	1,445,210	2,406,420
Surplus Increase.....	-	0
\$ Increase from prior year, Revenue including reserve.....		1,210,530
% Increase from prior year, Revenue including reserve.....		2.93%

**Operating Budget By Function**

	<b>FY23 Revised</b>	<b>FY 24</b>
Instruction.....	14,173,480	14,837,787
Public Service.....	78,643	80,401
Academic Support.....	2,087,689	2,174,218
Student Services.....	5,505,805	5,617,390
Institutional Support.....	5,282,334	5,383,498
Facilities.....	5,055,326	5,194,932
Benefits.....	9,990,448	10,105,188
Debt Service.....	84,525	75,180
Auxiliary Services.....	20,817	21,003
TOTAL.....	42,279,068	43,489,597
\$ Increase(Decrease) compared to previous year.....		1,210,529
% Increase (Decrease) compared to previous year.....		2.86%

**Rowan College of South Jersey  
Gloucester Campus  
FY24 Budget**

**Operating Budget - Salaries & Expenses**

	<b>FY23 Revised</b>	<b>FY 24</b>
<b><u>Operating Salaries &amp; Benefits</u></b>		
Instruction.....	13,485,449	14,122,735
Public Service.....	77,578	79,336
Academic Support.....	1,765,668	1,852,298
Student Services.....	4,649,224	4,800,966
Institutional Support.....	3,070,920	3,223,997
Facilities.....	2,110,319	2,215,835
Benefits.....	9,990,448	10,105,188
Auxiliary.....	5,700	5,885
<b>TOTAL SALARIES.....</b>	<b>35,155,306</b>	<b>36,406,239</b>
% of Salaries & Benefits to total Budget.....	83.15%	83.71%
\$ Increase(Decrease) compared to previous year - Salaries & Benefits...		1,250,933
% Increase (Decrease) compared to previous year - Salaries & Benefits...		3.56%
<b><u>Operating Expenses</u></b>		
Instruction.....	688,031	715,053
Public Service.....	1,065	1,065
Academic Support.....	322,022	321,920
Student Services.....	856,581	816,425
Institutional Support.....	2,211,414	2,159,501
Facilities.....	2,945,007	2,979,097
Debt.....	84,525	75,180
Auxiliary.....	15,118	15,118
<b>TOTAL EXPENSES.....</b>	<b>7,123,762</b>	<b>7,083,358</b>
% of Expenses to total Budget.....	16.85%	16.29%
\$ Increase(Decrease) compared to previous year - Expenses.....	781,780	(40,404)
% Increase (Decrease) compared to previous year - Expenses.....	9.69%	-0.57%
<b>TOTAL.....</b>	<b>42,279,068</b>	<b>43,489,597</b>

**Rowan College of South Jersey  
Gloucester Campus  
FY24 Budget**

**Revenue Summary**

Source of Revenue	FY23 Revised	FY24
<b>Governmental Allocation</b>		
County of Gloucester.....	9,000,000	9,000,000
State of New Jersey.....	7,152,606	6,862,459
<b>Sub-Total Governmental.....</b>	<b>16,152,606</b>	<b>15,862,459</b>
<b>Student Tuition</b>		
Academic.....	13,303,132	13,907,240
GCIT Revenue.....	125,000	125,000
Out-of-County (charge back).....	25,000	40,000
Police Academy.....	48,000	60,000
Fire Academy.....	70,000	70,000
Continuing Ed Catalog.....	475,000	400,000
ACT Center.....	150,000	150,000
Customized Training.....	100,000	200,000
<b>Fees</b>		
General Service Fee.....	4,831,596	4,734,954
Construction Fee.....	230,076	225,474
Admin Systems Fee.....	230,076	225,474
Program Fees.....	510,000	510,000
Material Fee.....	1,869,671	1,869,671
Lab Instruction Fee.....	1,548,312	1,548,312
Graduation Fees.....	65,000	65,000
Transcript Fee.....	60,000	60,000
Miscellaneous Fees.....	5,240	5,240
Late Registration/Payment Fee.....	20,000	0
Payment Plan Enrollment Fee.....	100,000	100,000
<b>Sub-Total Tuition &amp; Fees.....</b>	<b>23,766,103</b>	<b>24,296,365</b>

**Rowan College of South Jersey  
Gloucester Campus  
FY24 Budget**

Source of Revenue	FY23 Revised	FY24
<b>Auxiliary Enterprises (net)</b>		
Food Service.....	0	0
Cell Tower Commissions.....	29,800	29,800
Vending.....	12,000	12,000
Book Store.....	400,000	400,000
Facilities Usage.....	6,000	6,000
Wilmington University .....	40,000	40,000
Library Fees & Fines.....	500	500
Entrance & Proficiency Tests.....	87,000	87,000
<b>Other Revenue</b>		
Miscellaneous Revenue.....	30,000	30,000
Interest Revenue.....	200,000	200,000
County Forgiveness of Debt	270,000	270,000
Shared Employees - Cumberland County Chargeback....	300,000	300,000
<b>Sub-Total Auxiliary &amp; Other.....</b>	<b>1,375,300</b>	<b>1,375,300</b>
<b>TOTAL REVENUE.....</b>	<b>41,294,009</b>	<b>41,534,125</b>



**Rowan College of South Jersey  
Gloucester Campus  
FY24 Budget**

**Analysis of Annual Revenue Changes**

	FY23 Revised	FY 24
<b>Approved Budget.....</b>	<b>38,108,114</b>	<b>41,294,009</b>
<b>State Aid</b>		
Percentage Increase/(Decrease)...	7.27%	-4.06%
<b>Increased/(Decreased) Revenue..</b>	<b>484,591</b>	<b>(290,147)</b>
<b>County Aid</b>		
Percentage Increase/(Decrease)...	0.00%	0.00%
<b>Increased/(Decrease) Revenue...</b>	<b>0</b>	<b>-</b>
<b>Tuition</b>		
Enrollment Growth.....	-4%	-2%
Rate Increase/(Decrease) %..	0.00%	0.05%
Rate Increase \$ per credit.....		6.00
<b>Increased/(Decrease) Revenue...</b>	<b>1,235,934</b>	<b>604,108</b>
<b>Tuition - Continuing Education</b>	<b>0</b>	<b>(48,000)</b>
<b>Tuition - Customized Training</b>	<b>0</b>	<b>100,000</b>
<b>General Service Fee</b>		
Enrollment Growth.....	-4%	-2%
Rate Increase \$ per credit.....	-	-
<b>Increased/(Decrease) Revenue...</b>	<b>413,490</b>	<b>(96,642)</b>
<b>Other Student Fees.....</b>	<b>855,380</b>	<b>(29,204)</b>
<b>Other Revenue.....</b>	<b>196,500</b>	<b>0</b>
<b>Total Increases.....</b>	<b>3,185,895</b>	<b>240,115</b>
<b>Current Year Revenue Anticipated.....</b>	<b>41,294,009</b>	<b>41,534,124</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2024 CAPITAL BUDGET.**

**WHEREAS**, Rowan College of South Jersey – Gloucester Campus has a need for a FY2024 capital budget, and

**WHEREAS**, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

**WHEREAS**, Rowan College of South Jersey – Gloucester Campus will use the \$4,076,011 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21<sup>st</sup> day of March, 2023 that the Rowan College of South Jersey – Gloucester Campus Fiscal Year 2024 capital budget has been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
1400 TANYARD ROAD  
SEWELL, NJ 08080**

**PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR  
JULY 1, 2023 to JUNE 30, 2024**

	Capital Appropriations for <u>School Year 2023-2024</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$2,038,005.50
Anticipated State Reimbursement of Bond Principal	<u>2,038,005.50</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$4,076,011.00</u>
 <u>CAPITAL USES</u>	
Various building and infrastructure renovations and repairs	<u>\$4,076,011.00</u>
TOTAL CAPITAL USES	<u>\$4,076,011.00</u>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2024 BUDGET.**

**WHEREAS**, Rowan College of South Jersey – Cumberland Campus has a need for a FY2024 operating budget, and

**WHEREAS**, the FY2024 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and a drawdown from unrestricted fund balance) totaling \$23,291,589, and

**WHEREAS**, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21<sup>st</sup> day of March, 2023 that the Rowan College of South Jersey – Cumberland Campus Fiscal Year 2024 operating budget has been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



**PUBLIC HEARING ROWAN COLLEGE OF SOUTH JERSEY**  
**CUMBERLAND CAMPUS**

Please take note that the Board of School Estimate of Rowan College of South Jersey – Cumberland Campus, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for operating expenses for the year 2023-2024. Said Public Hearing will be held virtually via Zoom March 15, 2023.

Set forth, herewith, is an itemized statement of the operating expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Gayle Gates, Executive Director Budget and Accounting Services, Rowan College of South Jersey – Cumberland Campus, 3322 College Drive, Vineland, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

**ROWAN COLLEGE OF SOUTH JERSEY**  
**CUMBERLAND CAMPUS**  
**3322 COLLEGE DRIVE**  
**VINELAND, NJ 08360**

**PROPOSED OPERATING BUDGET FOR SCHOOL YEAR**  
**July 1, 2023 to June 30, 2024**

	<u>Operating Appropriations for School Year 2023-2024</u>
<b><u>CURRENT OPERATING INCOME</u></b>	
County Appropriation for Current Operating Expenses	\$ 7,400,000
State Appropriation for Current Operating Expenses	4,061,209
Student Tuition and Fees Collected from Students	9,456,412
Other Income	590,500
Drawdown from Unrestricted Fund Balance	1,939,756
Reserve for Capital Projects	(78,144)
Reserve for Admin Systems Fee	(78,144)
TOTAL OPERATING INCOME	<u>\$ 23,291,589</u>
<b><u>CURRENT OPERATING EXPENSES</u></b>	
Instruction	\$ 6,839,065
Public Service	92,766
Academic Support	980,835
Student Services	3,113,169
Institutional Support	4,210,922
Operation/Maintenance of Plant/Capital	3,557,579
Fringe Benefits	4,382,208
Debt Service	32,220
Auxiliary	82,825
TOTAL OPERATING EXPENSES	<u>\$ 23,291,589</u>

**Rowan College of South Jersey  
Cumberland Campus  
FY24 Budget**

**Budget Totals**

	<b>FY23 Revised</b>	<b>FY 24</b>
Anticipated Revenue.....	21,387,445	21,508,121
Budget Appropriations.....	(21,921,970)	(23,291,589)
Reserve Capital Proj.	(79,026)	(78,144)
Reserve Admin Systems Fee	(79,026)	(78,144)
Drawdown from Unrestricted Fund Balance	692,577	1,939,756
Surplus Increase.....	-	-

\$ Increase from prior year, Revenue including reserve..... 1,369,619  
 % Increase from prior year, Revenue including reserve..... 6.40%

**Operating Budget By Function**

	<b>FY23 Revised</b>	<b>FY 24</b>
Instruction.....	6,438,554	6,839,065
Public Service.....	64,446	92,766
Academic Support.....	874,409	980,835
Student Services.....	2,891,196	3,113,169
Institutional Support.....	4,195,177	4,210,922
Facilities.....	3,557,116	3,557,579
Benefits.....	3,784,747	4,382,208
Debt Service.....	36,225	32,220
Auxiliary Services.....	80,100	82,825
TOTAL.....	21,921,970	23,291,589

\$ Increase(Decrease) compared to previous year..... 1,369,619  
 % Increase (Decrease) compared to previous year..... 6.25%

**Rowan College of South Jersey  
Cumberland Campus  
FY24 Budget**

**Operating Budget - Salaries & Expenses**

	<b>FY23 Revised</b>	<b>FY 24</b>
<b><u>Operating Salaries &amp; Benefits</u></b>		
Instruction.....	6,105,431	6,478,271
Public Service.....	48,546	60,266
Academic Support.....	812,134	915,035
Student Services.....	2,567,959	2,780,032
Institutional Support.....	1,926,993	2,059,788
Facilities.....	96,616	99,756
Benefits.....	3,784,747	4,382,208
Auxiliary.....	10,225	10,225
<b>TOTAL SALARIES.....</b>	<b>15,352,651</b>	<b>16,785,581</b>
% of Salaries & Benefits to total Budget.....	70.03%	72.07%
\$ Increase(Decrease) compared to previous year - Salaries & Benefits...		1,432,930
% Increase (Decrease) compared to previous year - Salaries & Benefits...		9.33%
<b><u>Operating Expenses</u></b>		
Instruction.....	333,123	360,794
Public Service.....	15,900	32,500
Academic Support.....	62,275	65,800
Student Services.....	323,237	333,137
Institutional Support.....	2,268,184	2,151,134
Facilities.....	3,460,500	3,457,823
Debt.....	36,225	32,220
Auxiliary.....	69,875	72,600
<b>TOTAL EXPENSES.....</b>	<b>6,569,319</b>	<b>6,506,008</b>
% of Expenses to total Budget.....	29.97%	27.93%
\$ Increase(Decrease) compared to previous year - Expenses.....	781,780	(63,311)
% Increase (Decrease) compared to previous year - Expenses.....	9.69%	-0.96%
<b>TOTAL.....</b>	<b>21,921,970</b>	<b>23,291,589</b>

**Rowan College of South Jersey  
Cumberland Campus  
FY24 Budget**

**Revenue Summary**

Source of Revenue	FY23 Revised	FY24 Initial
Governmental Allocation		
County of Cumberland.....	7,250,000	7,400,000
State of New Jersey.....	4,257,765	4,061,209
Sub-Total Governmental.....	11,507,765	11,461,209
Student Tuition		
Academic.....	5,019,482	5,066,640
Out-of-County (charge back).....	50,000	50,000
Continuing Ed Catalog.....	450,000	450,000
ACT Center.....	37,500	37,500
Customized Training.....	150,000	150,000
Fees		
General Service Fee.....	1,659,546	1,641,024
Construction Fee.....	79,026	78,144
Admin Systems Fee.....	79,026	78,144
Program Fees.....	364,000	514,000
Material Fee.....	723,600	723,600
Lab Instruction Fee.....	525,000	607,110
Graduation Fees.....	42,250	42,250
Transcript Fee.....	23,500	18,000
Miscellaneous Fees.....	0	0
Sub-Total Tuition & Fees.....	9,202,930	9,456,412



**Rowan College of South Jersey  
Cumberland Campus  
FY24 Budget**

Source of Revenue	FY23 Revised	FY24 Initial
Auxiliary Enterprises (net)		
Food Service.....	0	0
Vending.....	8,000	5,000
Book Store.....	160,000	144,000
Luciano Center.....	7,500	7,500
University Center .....	25,000	25,000
Student Productions.....	7,500	5,000
Clay College.....	80,000	80,000
Library Fees & Fines.....	250	500
Entrance & Proficiency Tests.....	20,000	20,000
Other Revenue		
Miscellaneous Revenue.....	50,000	50,000
Interest Revenue.....	90,000	25,000
Indirect Service Income.....	80,000	80,000
Foundation Support.....	148,500	148,500
CARES Act	0	
Sub-Total Auxiliary & Other.....	676,750	590,500
<b>TOTAL REVENUE.....</b>	<b>21,387,445</b>	<b>21,508,121</b>

**Rowan College of South Jersey  
Cumberland Campus  
FY24 Budget**

**Analysis of Annual Revenue Changes**

	FY23 Revised	FY 24 Initial
<b>Approved Budget.....</b>	<b>20,646,486</b>	<b>21,387,445</b>
State Aid		
Percentage Increase/(Decrease)...	4.71%	-4.62%
<b>Increased/(Decreased) Revenue.....</b>	<b>279,889</b>	<b>(196,556)</b>
County Aid		
Percentage Increase/(Decrease)...	0.00%	2.07%
<b>Increased/(Decrease) Revenue...</b>	<b>0</b>	<b>150,000</b>
Tuition		
Enrollment Growth.....	-4%	-2%
Rate Increase/(Decrease) %..	0.00%	0.05%
Rate Increase \$ per credit.....		6.00
<b>Increased/(Decrease) Revenue...</b>	<b>274,178</b>	<b>47,158</b>
General Service Fee		
Enrollment Growth.....	-11%	-2%
Rate Increase \$ per credit.....	-	0
<b>Increased/(Decrease) Revenue...</b>	<b>133,434</b>	<b>(18,522)</b>
<b>Other Student Fees.....</b>	<b>(88,792)</b>	<b>224,846</b>
<b>Other Revenue.....</b>	<b>142,250</b>	<b>(86,250)</b>
<b>Total Increases.....</b>	<b>740,959</b>	<b>120,676</b>
<b>Current Year Revenue Anticipated.....</b>	<b>21,387,445</b>	<b>21,508,121</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2024 CAPITAL BUDGET.**

**WHEREAS**, Rowan College of South Jersey – Cumberland Campus has a need for a FY2024 capital budget, and

**WHEREAS**, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

**WHEREAS**, Rowan College of South Jersey will use the \$3,522,515 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 21<sup>st</sup> day of March, 2023 that the Rowan College of South Jersey - Cumberland Campus Fiscal Year 2024 capital budget has been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
3322 COLLEGE DRIVE  
VINELAND, NJ 08360

PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR  
JULY 1, 2023 to JUNE 30, 2024

	Capital Appropriations for <u>School Year 2023-2024</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$1,761,258.50
Anticipated State Reimbursement of Bond Principal	<u>1,761,258.50</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$3,522,517.00</u>
<u>CAPITAL USES</u>	
Various building and infrastructure renovations and repairs	<u>\$3,522,517.00</u>
TOTAL CAPITAL USES	<u>\$3,522,517.00</u>

# SAFETY AND SECURITY DEPARTMENT



## REPORT

**TO:** Meg Resue, Special Assistant to the President  
**FROM:** Paul Babcock, Director of Campus Safety and Security  
**DATE:** March 3, 2023  
**SUBJECT:** **CRIME STATISTICS for the month of February 2023**

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 of South Jersey is following the Clery Act definitions for reporting crime statistics.

DESCRIPTION	GLOUCESTER	CUMBERLAND
Burglary	0 Incidents	0 Incidents
Criminal Trespass/Trespassing	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	1 Incidents	0 Incidents
Criminal Mischief	0 Incidents	0 Incidents
Receiving Stolen Property	0 Incidents	0 Incidents
False Public Alarms	1 Incidents	0 Incidents
Emergency Notifications	0 Incidents	0 Incidents
Assault	0 Incidents	0 Incidents
Sexual Assault/Contact	0 Incidents	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	1 Incidents	1 Incidents
Fire	0 Incidents	0 Incidents
Medical Assist/Incidents	2 Incidents	0 Incidents
Other Incidents	2 Incidents	2 Incidents



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING THE PURCHASE OF CERTAIN GOODS OR SERVICES FROM VENDORS WHO, IN THE AGGREGATE, MAY EXCEED THE PAY TO PLAY THRESHOLD OF \$17,500**

**WHEREAS**, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

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

**WHEREAS**, Rowan College of South Jersey, pursuant to 18A:64A-25.19, allows the Board of Trustees the authority to approve the purchase, contract or agreements which may, in the aggregate, exceed of \$17,500 (current pay to play threshold) that are negotiated or awarded without public advertising; and

**WHEREAS**, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded may exceed \$17,500 and funds are available; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with the attached referenced vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to County Contract Law; and

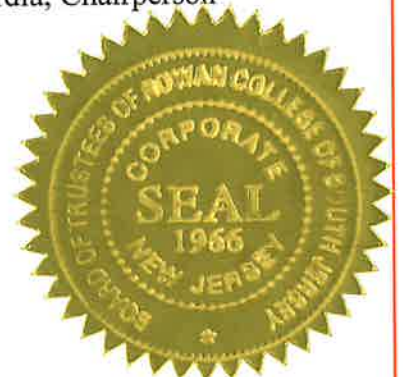
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from the attached list without the need of advertising as allowed by County College Contract Law in accordance with all applicable New Jersey Statutes and subject to the availability of funds.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary



Purchases through window contracts or in aggregate more than \$17,500  
Estimated annual cost for FY 2022-2023

Action Plumbing

\$30,000

Warshauer Electric Supply Company

\$35,000



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

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

**WHEREAS**, the vendor selected has a contract with National Cooperative Purchasing Alliance (NCPA), which Rowan College of South Jersey is a member utilizing contract # 01-90; and

**WHEREAS** Rowan College of South Jersey intends to enter into contracts with Alertus in the amount of \$46,757.00 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 financial obligation will be paid from Chapter 12 funds; and

**WHEREAS**, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Alertus in the amount of \$46,757.00 for security hardware, software, training, and associated equipment on the Cumberland Campus.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary







**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH CONSTELLATION NEWENERGY FOR ELECTRIC SERVICE UNDER THE COUNTY OF CUMBERLAND PURCHASING COOPERATIVE**

**WHEREAS**, the Rowan College of South Jersey in conjunction with the County of Cumberland, as the Lead Agency for the Cumberland County Purchasing Cooperative, received and opened a publicly advertised bid for Electric Generation Supply Service to various County of Cumberland Purchasing Cooperative locations; and

**WHEREAS**, Rowan College of South Jersey has been a member and wishes to continue its participation with the County of Cumberland Purchasing Cooperative; and

**WHEREAS**, the County of Cumberland on behalf of the Cooperative publicly advertised bids for the purpose of procuring electric supply services; and

**WHEREAS**, the Lead Agency for the Cooperative declares Constellation New Energy as the lowest responsible bidder for a term of 34 months commencing on the first meter read date or after March 1, 2023 and ending on the first meter read date on or after January 1, 2026 at the prices listed in the proposals; and

**WHEREAS**, the financial obligation will be paid from institutional funds; and

**WHEREAS**, the Vice President and Chief Operating Officer has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs the Rowan College of South Jersey to enter a 34-month contract with Constellation NewEnergy for the Supply and Delivery of Electric Services for the Cumberland Campus.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZING AWARD OF CONTRACT BETWEEN  
ROWAN COLLEGE OF SOUTH JERSEY AND NELNET BUSINESS  
SOLUTIONS FOR PAYMENT PLAN PROCESSING SERVICES**

**WHEREAS**, NJSA 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

**WHEREAS**, New Jersey's county colleges, through their consortium, The Joint Purchasing Consortium, (JPC), have joined for this purpose and are willing to work together to negotiate the best rates and costs for the benefit of the colleges; and

**WHEREAS**, Ocean County College will serve as the Lead Agency in this joint agreement for the New Jersey County Colleges' Joint Purchasing Consortium for the purchase of Payment Plan Processing Services; and

**WHEREAS**, the Payment Plan Processing Services pricing was requested in the form of an RFP, 22/23 R-1349, following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for an initial period of July 1, 2022 to June 30, 2024 with a one year extension through June 30, 2025 and a second one year extension through June 30, 2026; and

**WHEREAS**, there is no institutional financial obligation for this agreement; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes entering into an agreement to purchase Payment Plan Processing Services from Nelnet Business Solutions at the rate awarded by Ocean County College on behalf of the NJCC JPC for the period July 1, 2022 through June 30, 2026.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

Attested:

  
\_\_\_\_\_  
Len Daws, Secretary

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





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH PROEDUCATION SOLUTIONS**

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

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

**WHEREAS**, the college administration has determined that ProEducation Solutions is the sole source supplier of ProVerify Financial Aid Software; and

**WHEREAS**, the financial obligation will be paid from CCOG grant funds; and

**WHEREAS**, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with ProEducation Solutions in an amount not to exceed \$55,000 for a period of July 1, 2022 to June 30, 2023.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF CONTRACT TO UNDERWOOD ENGINEERING FOR QA/QC TESTING SERVICES**

**WHEREAS**, the Rowan College of South Jersey needs QA/QC Testing Services for the Nursing and Health Professions Center Addition; 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 Construction Manager, Greyhawk, received three (3) proposals for QA/QC Testing Services; and

**WHEREAS**, the Rowan College of South Jersey's construction managers, consistent with provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges, publicly opened proposals for this project; and

**WHEREAS**, after a thorough review of all the responsive proposals received by Greyhawk, they have recommended the college award contract to Underwood Engineering for QA/QC Testing Services in the amount of \$23,150; and

**WHEREAS**, the financial obligation will be paid from Securing our Children's Future Bond Act; and

**WHEREAS**, the Vice President and Chief Operating Officer has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to award contract to Underwood Engineering as per the recommendation of the construction managers at Greyhawk in the amount of \$23,150 for QA/QC Testing Services related to the Nursing and Health Professions Center Addition.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND  
OPEN CONTRACT FOR CONSULTING SERVICES FOR  
ENGAGEMENT MANAGEMENT PLAN & IMPLEMENTATION  
FOR ENGINEERING TECHNOLOGY PROGRAM**

**WHEREAS**, the Rowan College of South Jersey has a need to engage a consultant related to engagement and marketing of a new engineering technology program to students, local industry, and schools to improve program awareness, student enrollment and retention; and

**WHEREAS**, The provisions of County Contract Law, specifically 18A:64A-25.5 (1) and 18A:64A-25.5 (15), allow for the award of non-fair and open contracts in excess of the bid threshold for “Professional Services” and “Consulting Services”; and

**WHEREAS**, the college administration has determined that Wilcox & Associates can perform the necessary professional services and consulting on a timely basis; and

**WHEREAS**, Wilcox & Associates has agreed to perform the necessary services for an amount not to exceed \$50,000; and

**WHEREAS**, the financial obligation will be paid from Adelante Juntos NSF grant funding; and

**WHEREAS**, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Wilcox & Associates in an amount not to exceed \$50,000 for Engineering Technology Program Administrative Consulting.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



RCSI - GLOUCESTER - PERSONNEL ACTIONS

DATE: 3/21/2023

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

**(4) Four Full-Time New Hires:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Instructor I, Nursing & Health Professions	Kelly Edelman	Reassignment	External Hire	\$60,000.00 per year	4/15/2023
*Manager, EOF Intake	Erk Burrill	New Position	External Hire	\$45,760.00 per year (prmi-dubled)	4/17/2023
Security Officer	Raphael Curaballo	Replacement	External Hire	\$16.50 per hour	9/20/2023
ACT Job Coach	Dylan Coates	Resignation	External Hire	\$18.00 per hour	4/9/2022

\*Shared Services Agreement - Cumberland Campus - Chargeback

**(10) Ten Employee Transitions:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Praxis Lab/TK20 Manager	Aubrey Marchetta	Part-Time to Full-Time	Internal Hire	18.95 per hour	7/1/2023
Director, 3+1	Alicia Kenyon	Contract Modification	Internal Hire	\$60,000.00 per year	1/1/2023
Instructional Technology Specialist	Kyle Berk	Contract Modification	Internal Hire	\$39,751.44 per year (no salary change)	7/1/2023
Instructional Designer	Erika Strub	Contract Modification	Internal Hire	\$41,820.00 per year (no salary change)	7/1/2023
Administrator, Enrollment Coaching	Mico Evangelista	New Position	Internal Hire	\$40,000.00 per year (no salary change)	3/6/2023
*Senior Payroll Accountant	Gina Fort	Change in Scope	Internal Hire	\$55,276.55 per year	3/13/2023
*Payroll Accountant	Darlene Rooney	Dual Campus	Internal Hire	\$43,386.72 per year	10/24/2022
Coordinator, Financial Aid	Caitlin Mitchell	Reassignment	Internal Hire	\$16.01 per hour	3/6/2023
Team Coordinator V, Information Center	Aman Abdullahi	Reassignment	Internal Hire	\$21.00 per hour	3/13/2023
Coordinator, Police Academy Training	Chris Weidner	Part-Time to Full-Time	Internal Hire	\$35.70 per hour	3/13/2023

\*Shared Services Agreement - Cumberland Campus - Chargeback

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

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Men's Track & Field Coach, 2nd Assistant	Richard Johnson	Resignation	Internal Hire	\$2,493.00 per year	td
Assistant Women's Track & Field Coach, 2nd Assistant	Richard Johnson	Resignation	External Hire	\$2,493.00 per year	td

**(1) One Resignation:**

Title	Name	Rationale	Salary	Effective Date
Administrator, Financial Aid	Nina Crowder	Resignation	\$41,718.00 per year	3/24/2023

**(1) One Retirement:**

Title	Name	Rationale	Salary	Effective Date
Executive Director, Enrollment Services	Sandra Hoffman	Retirement	\$105,581.31 per year	9/12/2023

**(5) Five Adjunct 2022-2023 New Hires:**

Name	Division
Eliza Calorette-Ravly	Education & Humanities
Michelle Falance	Nursing & Health Professions
Lauren Pawlikowski	Education & Humanities- Dual Credit
Jesse Keiser	STEM- Dual Credit
Gabrielle Bianchi	Business Studies

**(2) Two President Recommendations:**

1. Summer Schedule: Implement a flexible summer schedule beginning Friday, May 19, 2023 and ending Friday, August 11, 2023. The college is closed on Fridays during the Summer Schedule. Therefore, the required 35-hour workweek is compressed. Monday through Thursday, totaling 8.75 work hours per day.
2. 42 Reappointments (List attached)  
Directors with less than five years of service.  
Full time Faculty in their first and second year of service  
Full-time non-teaching Faculty with less than five years of service



## GLOUCESTER CAMPUS

Reappointment of the following NJEA Directors with less than five years of service for the 2023-24 academic year:

Paul Babcock, Director II, Safety & Security  
Carol Berk, Director II, Academic Services  
Bradley Blubaugh, Director II, Project Management  
Michael Fox, Director II, Technical Support  
Phillip Golden, Director I, College Outreach  
Alescia Kennon, Director II, 3+1 Program  
Christina Kulisek, Director II, Admissions  
Matthew Kunkle, Director II, Curriculum & Assessment  
Carmin Laurens, Director II, Senior Corps  
Judith MacKenzie, Director II, Radio Television Film Services  
Daniel McCormick, Director II, Instructional Technology  
Nicholas Shepherd, Director II, Academic Support  
Alice Smith, Director II, Internship & Career ACT  
Joseph Spencer, Director II, Adult Basic Education  
Crystal Torres, Director II, People in Transition  
Samantha Wagner, Director II, Selective Entry Programs  
Carol Weinhardt, Director II, Special Services  
Kristen Whyte, Director II, Internship & Career Planning  
Tiffanie Williams, Director II, EOF  
Kristen Wilson, Director II, Behavioral Services

Reappointment of the following non-tenured NJEA Faculty members with one or two years of service for the 2023-24 academic year:

Theresa Asuncion	01/17/2023
Steven Furyk	09/01/2021
Kathleen Ruffolo	01/03/2022
Jenna Shaw	01/10/2022
Regina Kukola	09/01/2022
Lauren Lohe	09/01/2022
Lauren Morrison	09/01/2022
Shari Morgan	11/19/2022
Lois Lawson-Bridgell	01/01/2023
Laura Tolver	01/03/2023
Amanda Salvatore	01/03/2023
Roberto Yanez	01/03/2023

Reappointment of the following non-teaching NJEA Faculty members with less than five years of service for the 2023-24 academic year:

Nichole Broomall, Counseling Advisor  
Daisha Carson, Counseling Advisor  
Melanie Gaston, Advisor, CCCR  
Anthony Keller, Advisor, CCCR  
Audreen Pittman, Counseling Advisor  
Nickolas Raddi, Counseling Advisor  
Angela Robson, Counseling Advisor  
Teneisha Soriano, Counseling Advisor  
April Townson, Counseling Advisor  
Anthony Weaver, Counseling Advisor



**RCSJ - CUMBERLAND - PERSONNEL ACTIONS**

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

DATE: 3/21/2023

**(1) One Employee New Hire:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Technical Assistant III, Adulante Juntos	Migdalia Mercado	Reassignment	External Hire	\$43,377.00 per year (grant-funded)	3/20/2023

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

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Advisor, HSI Programs	Shirley Santos	New Position	External Hire	\$25.00 per hour	3/1/2023
Part-Time Nursing Student Success Coach	Jacqueline Rodriguez	New Position	External Hire	\$35.00 per hour (grant-funded)	4/18/2023

**(2) Two Resignation:**

Title	Name	Rationale	Salary	Effective Date
Program Director, Dental Programs	Thomas Garrett	Resignation	\$70,000.00 per year	2/21/2023
Grants Specialist II	Catherine Raymond	Resignation	\$40,531.00 per year	3/10/2023

**(1) One Retirement:**

Title	Name	Rationale	Salary	Effective Date
Associate Professor, Business Studies	Judith Capuzzi	Retirement	\$76,520.00 per year	1/1/2024

**(1) One President Recommendation:**

RCSJ -One Year Contract Collective Bargaining Agreements (Resolution attached)



**RESOLUTION TO AUTHORIZE A ONE YEAR CONTRACT  
ON COLLECTIVE BARGAINING AGREEMENTS**

**WHEREAS**, The Cumberland Federated Association of Cumberland Employees and Administrator's Association ("Unions"); and

**WHEREAS**, The College and the Unions are desirous to work together in an attempt to reduce this economic impact through employment stability; and

**WHEREAS**, The College and the Unions agree that all provisions of the current Collectively Negotiated Agreement will remain in full force and effect without modification except as follows; and

**WHEREAS**, The College and the Unions agree to this one-year contract, the College and Union agree to all provisions of the current 2017-2020 collective bargaining agreement will remain in effect without modification except as follows:

1. Duration: One (1) year contract effective July 1, 2022, through June 30, 2023.
2. Base salary increase applied to all unit members: 2.0% effective July 1, 2022.
3. Tuition Reimbursement: The current language of Article VIII- Employee Development Letter A, shall remain unchanged, however, during the period beginning July 1, 2022 through June 30, 2023, the Federated Association of Cumberland Employees and Administrator's Association of RCSJ- Cumberland Campus would agree to follow RCSJ Board Policy and Administrative Procedure: 7113 Tuition Reimbursement and Waivers for new employees entering the program. Employees who have already taken advantage of the tuition reimbursement program will be grandfathered upon request of the employee, per Article VIII – Employee Development, Letter A. If there is a reduction in force, the full-time staff is not obligated to the repayment procedure.
4. Promotions: The promotions process will be paused during the academic year beginning July 1, 2021, through June 30, 2022. The promotions process will resume in full force effective July 1, 2022 through June 20, 2023.
5. Pay Schedule: The salary of employees shall be paid bi-weekly for a period of twelve months. (Cumberland campus effective date - 7/1/2023)
6. Non-Precedent Setting: This agreement shall not be used to establish any precedent or past practice; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby approves the one-year contract extension with modifications listed above, items 1 through 6, for The Cumberland Federated Association of Cumberland Employees and Administrator's Associations and executes the attached memorandum of agreement.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

Attested:

  
Len Daws, Secretary

  
Gene J. Concordia, Chair



**MEMORANDUM OF AGREEMENT**  
**REGARDING THE COLLECTIVELY NEGOTIATED AGREEMENT**  
**BY AND BETWEEN**  
**ROWAN COLLEGE OF SOUTH JERSEY**  
**AND**  
**THE ROWAN COLLEGE OF SOUTH JERSEY -**  
**FEDERATED ASSOCIATION OF CUMBERLAND EMPLOYEES**

The undersigned negotiators agree to recommend this Memorandum of Agreement for ratification to their respective parties. All provisions of the current Collectively Negotiated Agreement will remain in full force and effect without modification, except as follows.

1. **Duration:** One (1) year contract effective July 1, 2022 (retroactive), thru June 30, 2023.
2. **Base salary increase applied to all unit members:** 2.0%, effective July 1, 2022.
3. **Tuition Reimbursement:** The current language of Article VIII- Employee Development Letter A, shall remain unchanged, however, during the period beginning July 1, 2022 thru June 30, 2023, the AFT -Federated Association of Cumberland Employees (FACE) of RCSJ- Cumberland Campus would agree to follow RCSJ Board Policy and Administrative Procedure: 7113 Tuition Reimbursement and Waivers for new employees entering the program. Current employees who have already taken advantage of the tuition reimbursement program will be grandfathered upon request of the employee, per Article VIII - Employee Development, Letter A.
4. **Pay Schedule:** The salary of employees shall be paid bi-weekly for a period of twelve months. (Cumberland campus effective date - 7/1/2023)

For the Association:

  
Michele Zakian, President (Date)

For the College:

Digitally signed by Gene J. Concordia  
Concordia  
Date: 2023.03.23 10:34:43 -04'00'  
Gene Concordia, Chair, RCSJ Board of Trustees (Date)

  
Debra Iacovelli, Secretary (Date)

  
Frederick Keating, President (Date)


**MEMORANDUM OF AGREEMENT  
REGARDING THE COLLECTIVELY NEGOTIATED AGREEMENT  
BY AND BETWEEN  
ROWAN COLLEGE OF SOUTH JERSEY  
AND**

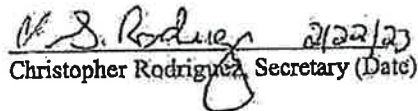
**THE ROWAN COLLEGE OF SOUTH JERSEY – ADMINISTRATOR’S ASSOCIATION**

The undersigned negotiators agree to recommend this Memorandum of Agreement for ratification to their respective parties. All provisions of the current Collectively Negotiated Agreement will remain in full force and effect without modification, except as follows.

1. **Duration:** One (1) year contract effective July 1, 2022 (retroactive), thru June 30, 2023.
2. **Base salary increase applied to all unit members:** 2.0%, effective July 1, 2022.
3. **Tuition Reimbursement:** The current language of Article VIII- Employee Development Letter A, shall remain unchanged, however, during the period beginning July 1, 2022 thru June 30, 2023, the AFT –Administrators Association of RCSJ- Cumberland Campus would agree to follow RCSJ Board Policy and Administrative Procedure: 7113 Tuition Reimbursement and Waivers for new employees entering the program. Current employees who have already taken advantage of the tuition reimbursement program will be grandfathered upon request of the employee, per Article VIII – Employee Development, Letter A.
4. **Pay Schedule:** The salary of employees shall be paid bi-weekly for a period of twelve months. (Cumberland campus effective date - 7/1/2023)

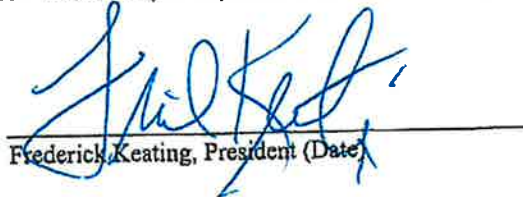
For the Association:

  
Cynthia Overs, President (Date)

  
Christopher Rodriguez, Secretary (Date)

For the College:

Gene J. Concordia  
Digitally signed by Gene J. Concordia  
Date: 2023.03.23 10:31:24 -04'00'  
Gene Concordia, Chair, RCSJ Board of Trustees (Date)

  
Frederick Keating, President (Date)

**MEMORANDUM OF AGREEMENT**



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT FUNDING FOR THE CENTER FOR ADULT TRANSITION GRANT**

**WHEREAS**, the New Jersey Office of the Secretary of Higher Education announced the County College-Based Center for Adult Transition grant funding opportunity issued pursuant to P.L. 2021 c.425; and

**WHEREAS**, authorization is needed to apply for, and upon award, accept this funding for the period of July 1, 2023 to June 30, 2024; and

**WHEREAS**, this grant funding opportunity emphasizes New Jersey's commitment to ensuring all students, regardless of life circumstances, have access to a high-quality, career-relevant academic programs to succeed in the global economy; and

**WHEREAS**, Academic Services seeks to apply for and upon award, accept up to \$500,000 in funds to expand the Adult Center for Transition (ACT) program on the Gloucester and Cumberland Campuses.

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution for Academic Services to apply for, and upon award, accept up to \$500,000 in funding to expand the Adult Center for Transition (ACT) program on both the RCSJ-Cumberland and RCSJ-Gloucester campuses for the period of July 1, 2023 to June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE RCSJ DIVISION OF NURSING AND HEALTH PROFESSIONS ACCEPTANCE OF A DONATION OF EQUIPMENT FROM ATLANTIC MEDICAL IMAGING FOR THE DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM**

**WHEREAS**, Atlantic Medical Imaging possesses ultrasound machines, probes and related equipment and wishes to donate them to Rowan College of South Jersey; and

**WHEREAS**, the Rowan College of South Jersey Diagnostic Medical Sonography program personnel have evaluated the equipment and deemed it functional and valuable to use to support student training in the Diagnostic Medical Sonography Program on the Gloucester Campus; and

**WHEREAS**, the value of the equipment is \$15,600 and will be installed and used for student training in Diagnostic Medical Sonography laboratories; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the acceptance of ultrasound machines, probes and related equipment from Atlantic Medical Imaging valued at \$15,600.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON  
AWARD ACCEPT FUNDING FROM THE CASINO REINVESTMENT  
DEVELOPMENT AUTHORITY FOR WIND TURBINE TECHNICIAN  
PROGRAMMING FOR BOTH CAMPUSES**

**WHEREAS**, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services on both of the RCSJ campuses to apply for, and upon award, accept funding from the Casino Reinvestment Development Authority (CRDA) grant program; and

**WHEREAS**, this application, entitled “Wind Power Ready: Atlantic City”, will allow for the development of new wind programming for Wind Turbine Technician training programs in collaboration with Orsted; and

**WHEREAS**, the period of the program will be from May 1, 2023 through May 1, 2024, in the amount up to \$674,315.80; and

**WHEREAS**, funds will be utilized to design and develop new curriculum to develop intensive Wind Turbine Technician programming and support up to 25 students in the program; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes Academic Services to apply for funding from the Casino Reinvestment Development Authority, and accept up to \$674,315.80 for the period of May 1, 2023 through May 1, 2024 to develop and provide intensive Wind Turbine Technician Training for up to 25 students in collaboration with Orsted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE IN COMPUTER SCIENCE 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 in Computer Science on the Gloucester Campus; and

**WHEREAS**, this program will be offered beginning September 1, 2023; and

**WHEREAS**, this program will provide concentrated study in education for those who plan to enhance their education in Computer Science or for those who wish to continue to complete an Associate Degree in Computer Science; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees approves the resolution for Academic Services to offer a Certificate in Computer Science beginning September 1, 2023.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary







**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF \$530,584.90 FROM THE NEW JERSEY GOVERNOR'S OFFICE OF CLIMATE ACTION AND GREEN ECONOMY AND THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE BUILDING OF OUR RESILIENT, INCLUSIVE, AND DIVERSE GREEN ECONOMY INITIATIVE**

**WHEREAS**, the New Jersey Governor's Office of Climate Action and the Green Economy and the New Jersey Department of Environmental Protection have released an opportunity to apply for funding in the amount of \$530,584.90 that will allow expansion of workforce development and skills training programs focused on strengthening and diversifying the NJ offshore wind workforce and water/wastewater treatment; and

**WHEREAS**, Rowan College of South Jersey is imminently launching both Offshore Wind Turbine Technician Training and Water/Wastewater Treatment Programs that will prepare individuals for careers as offshore wind turbine technician operation specialists and utility mechanics; and

**WHEREAS**, Rowan College of South Jersey is uniquely suited with established partnerships with Orsted and the New Jersey American Water Company to develop training programs to support the rapidly emerging workforce needs for wind turbine technicians, operation specialists and utility mechanics.

**WHEREAS**, the period of the grant will be from April 1, 2023 - June 30, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees approves application and acceptance funding in the amount of \$530,584.90 from the New Jersey Governor's Office of Climate Action and the Green Economy and the New Jersey Department of Environmental Protection.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 21, 2023.

Attested:

  
Len Daws, Secretary

  
Gene J. Concordia, Chair





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON  
AWARD ACCEPT FUNDING FROM THE NEW JERSEY COUNCIL OF  
COMMUNITY COLLEGES AND THE OFFICE OF THE OFFICE OF THE NJ  
SECRETARY OF HIGHER EDUCATION FOR DIRECT SUPPORT  
PROFESSIONAL CAREER DEVELOPMENT PROGRAMMING FOR BOTH  
CAMPUSES**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services on both of the RCSJ campuses to apply for, and upon award, accept funding from the New Jersey Council for Community Colleges (NJCCC) Workforce Consortium and the NJ Office of the Secretary of Higher Education (OSHE); and

**WHEREAS**, this program will allow for the development of programming for persons to be trained as Direct Support Professionals to work in human services and allied health career fields; and

**WHEREAS**, the period of the program will be from July 1, 2023 through June 30, 2024, in the amount \$300,000, and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes Academic Services to apply for funding from the New Jersey Council for Community Colleges Workforce Consortium and the NJ Office of the Secretary of Higher Education, and accept \$300,000 for the period of July 1, 2023 through June 30, 2024 to develop and provide training for Direct Support Professionals.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND ACCEPT  
FUNDING FROM THE STATE OF N.J. DEPARTMENT OF HUMAN SERVICES  
DIVISION OF AGING SERVICES' STATE HEALTH INSURANCE  
ASSISTANCE PROGRAM (SHIP) PROGRAM**

**WHEREAS**, the Career and Technical Education Division is requesting approval from Rowan College of South Jersey Board of Trustees to apply for up to \$35,000 in funding from the New Jersey Department of Human Services and the Division of Aging Services; and

**WHEREAS**, authorization is needed to apply for, and upon award, accept this funding for the period of April 1, 2023 to March 31, 2024; and

**WHEREAS**, funds will be used to provide free help through the use of trained volunteer counselors to New Jersey Medicare beneficiaries who have problems with, or questions about their health insurance. Volunteer counselors do not provide legal advice, sell, recommend, endorse any specific insurance product, agent, insurance company or plan; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees hereby authorizes the approval of the resolution to apply for and accept up to \$35,000 in funding from the New Jersey Department of Human Services and the Division of Aging Services' State Health Insurance Assistance Program for the period of April 1, 2023 to March 31, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR FUNDING AND  
UPON AWARD ENTER INTO AN AGREEMENT WITH ROWAN UNIVERSITY  
AS A SUBAWARDEE FOR A NJ DEPARTMENT OF LABOR PRE-APPRENTICE  
GRANT PROGRAM FOR CANNABIS WORKERS FOR BOTH CAMPUSES**

**WHEREAS**, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services on both of the RCSJ campuses to apply for funding, and upon award, enter into an agreement with Rowan University and collaborate with the United Food and Commercial Workers Union (UFCW) for a Pre-Apprentice Grant program; and

**WHEREAS**, this application, to the NJ Department of Labor, will allow for the development of new pre-apprentice programming for those interested in a career in the medical cannabis industry; and

**WHEREAS**, the period of the program will be from December 1, 2022 through November 30, 2024, in the amount up to \$30,000, and

**WHEREAS**, funds will be utilized to design and develop new curriculum to provide pre-apprentice programming for the medical cannabis industry; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes Academic Services to apply for funding from the NJ Department of Labor, to enter into an agreement with Rowan University, and accept up to \$30,000 for the period of December 1, 2022 through November 30, 2024 to develop pre-apprentice programming for the medical cannabis industry in collaboration with the UFCW.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR THE GRANTS OFFICE TO SUBMIT A PERKINS  
CAREER AND TECHNICAL EDUCATION GRANT BUDGET AMENDMENT  
REQUEST TO THE N.J. DEPARTMENT OF EDUCATION FOR THE  
GLOUCESTER CAMPUS**

**WHEREAS,** The N.J. Department of Education requires Board of Trustees approval for Rowan College of South Jersey-Gloucester (RCSJ-Gloucester) to submit a budget amendment request for its \$288,748 Fiscal Year 2022-2023 Perkins grant; and

**WHEREAS,** The N.J. Department of Education requires the Board of Trustees to grant permission to RCSJ-Gloucester to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the N.J. Department of Education during the current fiscal year; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs RCSJ-Gloucester to submit a budget amendment request to the N.J. Department of Education for its FY 2022-23 Perkins Career and Technical Education Grant.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR THE GRANTS OFFICE TO SUBMIT A PERKINS  
CAREER AND TECHNICAL EDUCATION GRANT BUDGET AMENDMENT  
REQUEST TO THE N.J. DEPARTMENT OF EDUCATION FOR THE  
CUMBERLAND CAMPUS**

**WHEREAS**, The N.J. Department of Education requires Board of Trustees approval for Rowan College of South Jersey-Cumberland (RCSJ-Cumberland) to submit a budget amendment request for its \$308,884 Fiscal Year 2022-2023 Perkins grant; and

**WHEREAS**, The N.J. Department of Education requires the Board of Trustees to grant permission to RCSJ-Cumberland to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the N.J. Department of Education during the current fiscal year; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs RCSJ-Cumberland to submit a budget amendment request to the N.J. Department of Education for its FY 2022-23 Perkins Career and Technical Education Grant.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 21, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





## **Board of Trustees Policy Synopsis**

### **Reaffirm Policy:**

**3105 Graduation Variance**

**3107 Multiple Degrees**

**3203 Intellectual Property**

### **Background for policy reaffirmations:**

The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm the policies as listed above.



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

4  
5 REAFFIRM

6  
7 Policy: 3105  
8 Title: **GRADUATION VARIANCE**  
9 Area: Academic Services  
10 Approved: 07/01/19  
11 Reaffirmed: TBD

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13  
14 The College recognizes students may have a sufficient and compelling reason to request a  
15 substitution of a degree requirement with a course outside of their prescribed program.

16  
17 To this end, the President will establish administrative procedures for ~~the students~~ to petition the  
18 College for the course substitution through the use of the *Graduation Variance Request*.

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34 **References:**

35  
36 Rowan College of South Jersey Administrative Procedure, *3105 Graduation Variance*  
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38





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

4 REAFFIRM

5  
6 Policy: 3107  
7 Title: **MULTIPLE DEGREES**  
8 Area: Academic Services  
9 Approved: 07/01/19  
10 Reaffirmed: TBD  
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14 The College recognizes that students may choose to pursue multiple certifications and/or degrees  
15 from the College. To be eligible to receive an additional certificate and/or degree, students must  
16 file a petition with the Office of Advisement.  
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19 The President will direct the development of administrative procedures to further define the  
20 process associated with this policy.  
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35 **References:**

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37 Rowan College of South Jersey Administrative Procedure, *3107 Multiple Degrees*  
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1  
2 **Rowan College**  
3 **of South Jersey**

4 REAFFIRM

5 Policy: 3203  
6 Title: **INTELLECTUAL PROPERTY**  
7 Area: Academic Services  
8 Approved: 07/01/19  
9 Reaffirmed: TBD

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11 Intellectual property ownership and the rights associated with it are concepts defined by  
12 law. The Rowan College of South Jersey ("College") encourages the treatment of  
13 intellectual property in ways beneficial to the creators of such works, as well as the  
14 College and the public. It is the purpose of this policy to encourage, support, and  
15 recognize creative research and scholarship as well as the rights and interests of  
16 intellectual property creators, the College, and the public.

17  
18 Intellectual property can take a variety of forms including patents, copyrights, and  
19 trademarks. Unless superseded through negotiated language between the College and a  
20 Board of Trustees' recognized bargaining unit, it is the policy of the Board that  
21 intellectual property will be owned by the College when it is developed by faculty,  
22 students, staff, and employees using College funds or resources, or pursuant to a  
23 sponsored research agreement.

24  
25 All inventions, tangible research results, and artistic, literary, and technological works  
26 developed by creators while employed at or enrolled in the College, or while utilizing  
27 College resources, are subject to this policy and to the state and federal laws governing  
28 intellectual property.

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30 The President will have administrative procedures developed for implementation of this  
31 policy and to delineate any exceptions.

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36 **References:**

37  
38 Rowan College of South Jersey Administrative Procedure, *3203 Intellectual Property*

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40 U.S. Code: 15 U.S.C. (Trademarks); 17 U.S.C. (Copyright); 35 U.S.C. (Patents).

41  
42 Public Law 106-113, 113 Stat. 1501 (1999) American Inventors Protection Act (AIPA)

Policy: 3203 Intellectual Property  
P\_3203\_Intellectual\_Property 2023 01 25 Rev2 DB SE