



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

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**REGULAR SESSION MINUTES**  
**April 19, 2022**

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:03 p.m., held via internet conferencing technology.

Meg Resue, Special Assistant to President and Board of Trustees, read the Open Public Meetings Act Statement: “In compliance with the ‘Open Public Meetings Act’ of the State of New Jersey, adequate notice of this meeting of the Rowan College of South Jersey Board of Trustees was provided by the forwarding of a notice on April 7, 2022, 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. Jennica Bileci  
Mr. Bob Bumpus  
Mr. Gene Concordia  
Mr. Len Daws  
Ms. Yolanda Garcia Balicki, Esq.  
Ms. Ruby Love  
Mr. Ken Mecouch  
Mr. Douglas Wills, Esq.  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Ms. Ave’ Altersitz  
Rev. Dr. James Dunkins

**Advisors Present:**

Mr. Dave Rapuano, Esq.

Chair Gene Concordia acknowledged and welcomed Gloucester County Commissioner Barnes, as well as everyone present for the meeting.

**BOARD CHAIR’S REPORT**

Chair Gene Concordia introduced the Rowan College Foundation at Gloucester County Memorandum of Understanding resolution for Board action.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, unanimously approving the signing of the Rowan College Foundation at Gloucester County Memorandum of Understanding. (document attached)

**PRESIDENT’S REPORT**

Dr. Keating introduced and discussed the details of Inspira Health Affiliation & Gift Agreement and asked if there were questions regarding those details. No questions were

raised. Dr. Keating indicated a ceremonial signing of the agreement would take place on Friday, April 22<sup>nd</sup> and more details would be forthcoming regarding the event. Dr. Keating asked Dr. Sue Hall if she had any comments to add. Dr. Hall acknowledged the premier partnership with Inspira will facilitate pulling all pieces together along the eds, meds, and business corridor that will serve RCSJ students with the best educational experience.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Wills, unanimously approving the signing of the Inspira Health Affiliation & Gift Agreement. (document attached)

### **ACCEPTANCE OF MINUTES**

The March 8, 2022 Regular Session and Closed Session Meeting minutes were approved as published.

### **FINANCE**

**Mr. Nick Burzichelli**, VP & COO presented and reviewed the informational financial statements and noted the budget was proceeding as expected and it was anticipated there would be a financial carry-over to FY 2022-2023. He asked for any questions none were received.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the months ending March 31, 2022. (attached)

### **PLANNING/FACILITIES**

**Mr. Nick Burzichelli**, VP & COO reviewed the RCSJ crime statistics and noted there was one error to be corrected under the heading Violence Against Women. The report indicated 1 incident, however, there were none. He proceeded to briefly discuss the resolutions listed for action.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for February 2022 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Abele, unanimously approving the following items 1 through 5 (resolutions attached):

1. Approve agreement: DRS Imaging Services
2. Approve agreement: RCSJ Emergency Operations Plan
3. Approve agreement: Bellia & Exempris
4. Approve agreement: Krueger International
5. Approve agreement: Mobility 123

### **PERSONNEL**

**Mr. Nick Burzichelli**, VP & COO reviewed the personnel actions for action and asked if there were any questions – none were received.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Mecouch, unanimously approving the Personnel Actions for item 1 as listed below: (documents attached)

1. Personnel Actions and President's Recommendations for the RCSJ Gloucester & Cumberland Campuses

### **ACADEMIC SERVICES**

**Dr. Brenden Rickards**, Vice President, Academic Services spoke to the first resolution seeking approval of Professor Emeritus Status for Marilyn Gardenhire – Cumberland Campus. He reviewed all the ways Ms. Gardenhire contributed to the education of RCSJ students and the College Community as a whole.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Mecouch, unanimously approving the following items 1 through 3: (resolutions attached)

1. Professor Emerita Status for Marilyn Gardenhire – Cumberland Campus
2. Accept funding: New Jersey Pathways to Career Opportunities (Planning Phase) Grant
3. Apply, upon award, accept funding: Substance Abuse & Mental Health Services Administration's GLS Campus Suicide Prevention Grant

### **POLICY**

**Sandy Evans**, Director, President's Office, reviewed the policies for Board action and asked if there were any questions - none were received.

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

1. Reaffirm Policies:
  - 7107 Leaves of Absence
  - 7109 Unused Sick Leave Retirement Compensation
  - 7111 Workers' Compensation
  - 7407 Emergency Closings
  - 7409 Employment Categories
  - 7413 Nepotism
2. Revised Policy:
  - 5001 Use of Facilities
  - 7105 Lactation Room Accommodations

### **CITIZEN AWARDS FOR SERVICE TO THE COLLEGE**

**Meg Resue**, Special Assistant to the President & Board of Trustees reviewed the many contributions the long-standing former Board of Trustees Jean DuBois, Benjamin T. Griffith and Dr. George Scott had made over the years that were instrumental in making RCSJ what it is today.

On the recommendation of the President, Trustee Mecouch made a motion, seconded by Trustee Garcia Balicki, unanimously approving the following resolutions for The Board of Trustees' Citizen Awards for Service to the College. (resolutions attached)

1. Jean L. DuBois
2. Benjamin T. Griffith
3. Dr. George Scott

### **STUDENT SERVICES**

**Judy Atkinson**, Vice President, Student Services noted that the College had two successful open houses in March showcasing the two RCSJ campuses and all the programs and services that are available. Ms. Atkinson mentioned that preparations are underway for commencement celebrations and year-end events. She also let the Trustees know that on April 25<sup>th</sup> there will

be a combined PTK Induction Ceremony held on the Cumberland Campus for students having a 3.5 or higher GPA.

### **BRANCH CAMPUS**

**Dr. Jim Piccone**, Vice President/CAO, Branch Campus informed the Board that the Chapter 12 Nursing Lab Project was anticipated to be completed by the middle of May, which he indicated will help increase enrollment in Nursing and CTE Allied Health programs. Dr. Piccone stated the Grant's Office continues to seek grant opportunities beneficial to both campuses and listed some of the major grants that are currently underway.

### **INNOVATION & TECHNOLOGY**

**Josh Piddington**, Vice President/CIO, Innovation & Technology updated the Trustees by telling them that by utilizing some of the Federal Grant funding, his team had just completed the technological upgrade of 101 learning spaces across both campuses. Regarding the ERP installation, he described how the College community, in addition to their daily operational tasks, has pulled together to continue to actively develop the finance, human resources, payroll, financial aid, and student components of the system. Soon to follow will be the Customer Relations Management (CRM) module.

### **PUBLIC COMMENT**


**Cody Miller**, Director, Rowan College Foundation at Gloucester County thanked the Trustees for memorializing the Foundation MOU. The Foundation has always worked collaboratively with College to provide program and scholarship support to RCSJ-Gloucester students since 1969. This has been made possible due to College leadership and the Foundation being on the same page regarding the needs of our students. The Foundation continues to align its initiatives with that of the College with a primary vision set on supporting the students. Mr. Miller, in addition to thanking the Trustees, thanked the Foundation Board, the administration, faculty, staff, and volunteers who have made this all possible. Mr. Miller made the Board aware that the Foundation because of their work was recently awarded the South Jersey BIZ magazine's Community Impact Award.

### **ADJOURNMENT**

At 6:40 p.m., Trustee Daws made a motion, seconded by Trustee Abele. The motion was unanimously approved to adjourn the Regular meeting.

Respectfully submitted,

Attested:

  
Len Daws, Secretary

Notes taken by Meg Resue

**MEMORANDUM OF UNDERSTANDING  
BETWEEN ROWAN COLLEGE OF SOUTH JERSEY  
AND THE ROWAN COLLEGE FOUNDATION AT GLOUCESTER COUNTY**

**1. Parties** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between Rowan College of South Jersey (“College”) whose main campus address is 1400 Tanyard Road, Sewell, NJ 08080, and the Rowan College Foundation at Gloucester County (“Foundation”), whose address is 1400 Tanyard Road, Sewell, NJ 08080.

**2. Purpose** The purpose of this MOU is to define the services provided to the Foundation by the College. As the Foundation is a private, New Jersey non-profit corporation exempt from federal income tax in accordance with US Internal Revenue Code 501c3, that operates independently of the College and in accordance with its established By-Laws, collects charitable funds as permitted by law, invests funds as an endowment, and provides scholarships to College students and makes other contributions to the College from these funds and their earnings; and in consideration of the foregoing, the College provides in-kind services to the Foundation, including but not limited to: personnel and their benefits, financial reporting through College’s unified Enterprise Resource Planning (ERP) system, office space, and other in-kind services as more particularly described herein on such terms as set forth below.

**3. Term of MOU** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties’ respective entities and shall remain in full force and effect until both parties deem to terminate the agreed upon terms. This MOU may be terminated, with or without cause, by either party upon written notice of 60 days, which notice shall be delivered by hand or by certified mail to the address listed above. Both parties shall revisit this MOU on a bi-yearly basis to make sure that the terms and responsibilities meet the goals and direction of the College and Foundation.

**4. Effect of MOU Termination** In the event either or both parties send notice to terminate this MOU, the College shall obtain and present executed documents to the Foundation transferring all of its responsibilities and the administration of the Foundation’s cash and endowment accounts back to Foundation; the Foundation shall take full ownership of all Foundation funds, pay all regular expenses, and administer the Foundation separate from the College and the College’s ERP system in accordance with the Foundation’s Mission and By-Laws, and all State and Federal Laws and Regulations.

To facilitate student access to all educational financial aid and scholarship considerations, the College would continue to offer, post-termination of this MOU to the extent that it is financially prudent, office accommodations identified by the College for two (2) full-time employees at no cost to the Foundation inclusive of usage of the College’s telephone service and internet access; provided the Foundation first presents evidence to the College of General Liability Insurance

with a minimum \$1,000,000 per occurrence combined single limit/\$1,000,000 annual aggregate. The College must be named as an 'additional insured' on all certificates of insurance. In the event of failure to submit a valid certificate of insurance to the College, the Foundation will be prohibited from using the College facilities.

**5. Responsibilities of Rowan College of South Jersey** The following paragraphs address the in-kind services and facilities the College has agreed to provide to the Foundation during the term of this MOU.

The College will provide to the Foundation the following two (2), leased full-time College employees who shall primarily provide services for the Foundation in coordination with, and on behalf of the Foundation. Both positions are on the College's payroll and receive College benefits and are subject to all College policies and administrative procedures as leased employees provided to the Foundation. The Director of the Foundation and Alumni Relations ("Director") shall facilitate Foundation operations with the Foundation Board of Directors ("Board"). The Director shall also be responsible for the supervision of the Assistant Director of the Foundation and Alumni Relations ("Assistant"), with the Director reporting directly to the College President or his/her designee, with consultative consideration between the College President and the Foundation Chair. All hiring, performance evaluations, promotions, disciplinary action, or termination will be conducted by the College President with consultative consideration between the College President and the Foundation Chair, with the final decision made by the College President.

The College will also provide the Foundation with in-kind office space for two (2) full-time College employees with a location on the College campus to be identified by the College, equipment use (phone, computer, intranet and internet access, IT support) and meeting space in accordance with College procedures for use of the same by College administrators.

All Foundation financial reporting and expenditures through the College's unified Enterprise Resource Planning (ERP) system shall be done through the College's Finance Department in consultation with the Foundation Treasurer ("Treasurer") or his/her designee. The Treasurer shall have the authority, in conjunction with the Foundation Director, to facilitate all financial transactions and decisions on Foundation fiduciary responsibilities with approval and consent of the Foundation Board and with review by the College's Finance Department. The College will produce all quarterly financial reports to the Foundation Board and shall provide a yearly update of all endowed funds.

The College will arrange for and maintain all standard insurance coverages for the Foundation under the College's blanket policy if the same can be obtained and shall pay for the premiums for such coverage for the Foundation out of the Foundation's budget. All Foundation insurance policies shall name the College as additional insured entitled to receive thirty (30) days advance notice of any cancellation, modification or non-renewal of such coverages. If the College's insurance broker indicates that it is not possible to place the Foundation on the College's blanket

policy, then the College shall procure such separate standard insurance coverages for the Foundation and shall pay for the premiums for such coverages for the Foundation out of the Foundation's budget.

In some circumstances, the College may deem it in the interests of both the College and the Foundation to share some costs and expenses. For example, the College agrees to some form of sponsorship for two (2) Foundation annual fund-raising events not to exceed \$5000 per event (For e.g., annual Gala: annual Golf Tournament), at the discretion of the College President.

**6. Responsibilities of the Rowan College Foundation at Gloucester County**

The following paragraphs address the commitments of the Foundation during the term of this MOU.

The Foundation shall acknowledge and invite: 1) the President or his/ her designee to the all of the Foundation's regular meetings through-out the year, and 2) the College's Executive Director of Budget & Accounting Services to all meetings of the Foundation's Finance Committee.

The Foundation shall be responsible for following all College policies and administrative procedures regarding expenditures, use of facilities, use of office space, governing rules, etc.

The Foundation agrees that the College may annually deduct from the Foundation's budget a partial reimbursement for employee compensation paid by the College to the Director and Assistant in the amount of \$25,000.

The Foundation is required to keep all records of donations, transactions, expenditures, etc., and is responsible to arrange and pay for the Foundation's annual audit with the College's then-current auditing firm, so that it can be integrated into the College's annual audit, and to make known all aspects of the Foundation audit to the College President. The Foundation is also responsible for arranging and paying for the preparation and filing of its annual federal tax return and applicable state charitable solicitation registration annual reports. Copies of the filed federal tax return and charitable solicitation reports shall be provided to the Treasurer.

The Foundation's Finance Committee will be responsible for all investment decisions and investment policies of the endowment in accordance with the Foundation By-Laws, other Foundation policies or agreements, and State and Federal Laws and Regulations.

**7. General Provisions**

**A. Amendments**

Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and become effective when executed and signed by all parties to this MOU.

**B. Applicable Law** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of New Jersey. The courts of the State of New Jersey shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Gloucester-Cumberland-Salem County Vicinage of the Superior Court, New Jersey, Chancery Division.

**D. Entirety of Agreement** This MOU represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

**E. Severability** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

**F. Sovereign Immunity** The College and the Foundation and their respective governing bodies do not waive their sovereign immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.

**G. Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall insure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

**8. Signatures; Effective Date; Counterparts** In Witness Whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this MOU. This MOU may be signed in counterparts, with all counterparts taken together comprising the executed MOU, as if one complete original MOU had been signed by all parties.

**Rowan College of South Jersey**

\_\_\_\_\_  
Dr. Frederick Keating, President


\_\_\_\_\_  
Date



\_\_\_\_\_  
Gene J. Concordia, Chair, Board of Trustees

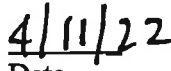
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Date

**Rowan College Foundation at Gloucester County**

  
\_\_\_\_\_  
Les Vail, Chair

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Michael Pallozzi, Treasurer

  
\_\_\_\_\_  
Date

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# Rowan College

SOUTH JERSEY

*inspira*  
HEALTH

Premier  
Partners



R C  
SJ



*Partners in education, employment and patient care*

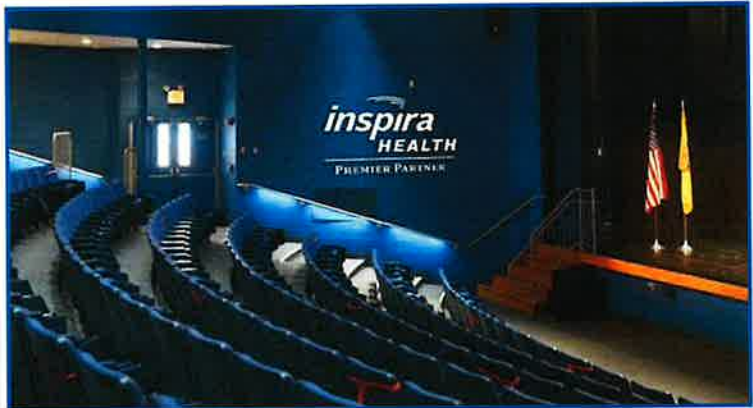


Top: Inspira logo on the Gloucester campus Nursing & Health Professions building.

Above: Inspira logo on the Gloucester campus Allied Health Center building rendering.

Right: Inspira logo with "Premier Partner" in the Gloucester campus theater, currently a performing arts center to be renovated as a Medical Arts Center.

Bottom: Inspira logo with "Premier Partner" in the Cumberland campus Nursing & Health Professions building entrance lobby and sample flag pole banners at exterior entrance.



# Rowan College of South Jersey

## Nursing & Health Professions Academic Matrix

### Non-credit Certifications

Certified Nurse Assistant  
Advanced Skills C.N.A  
Certified Pharmacy Technician  
Central Service Technician  
Medical Coding and Billing  
Patient Care Technician  
Medical Administrative Assistant  
Emergency Medical Technician  
Certified Peer Recovery Specialist  
Certified Clinical Medical Assistant  
MRI Imaging  
Phlebotomy Technician  
EKG Technician  
Mental Health Technician  
Computed Tomography  
CPR  
Mental Health First Aid

### Credit Certificates

Certified Clinical Medical Assistant  
Alcohol and Drug Counseling  
Licensed Practical Nursing  
Health Science

### Associate Degrees

Diagnostic Medical Sonography  
Alcohol and Drug Counseling  
Nuclear Medicine Technology  
Nursing  
Physical Therapist Assistant  
Radiography  
Health Science  
Health Science - Respiratory  
Therapy pathway  
Nutrition  
Exercise Science

### Joint Degree Programs

*(completed at Rutgers)*

Occupational Therapy Assistant  
Psychosocial Rehabilitation and Treatment

### Future Programs

Paramedic  
Medical Scribe  
Surgical Technician  
Dental Assistant  
Medical Technologist  
Mental Health Technician  
Healthcare Administration

# Build Your Team with RCSJ

From Nursing to Nutrition, Physical Therapy to Radiography, Sonography to Exercise Science — Rowan College of South Jersey offers the perfect blend of classroom instruction and hands-on clinical experience, preparing graduates to provide skilled and sympathetic patient care and become an invaluable member of any healthcare team. The Division of Nursing & Health Professions is home to the Licensed Practical Nursing program ranked #1 in the state, the Nursing program ranked #1 in New Jersey and #2 in the Northeast region, the only Physical Therapist Assistant program in South Jersey and your next star employee.



**Best  
Nursing**  
**5 years**  
in a row



**Best  
LPN**  
**2 years**  
in a row



**RN  
Program**  
**#2 in the  
Northeast  
Region 2020**



**Alpha  
Delta Nu**  
Nursing Honor Society  
**Lambda Nu**  
Radiography  
Honor Society

**Student Nurses  
Organization** *dedicated to  
professionalism and  
community service*

*"Rowan College of South Jersey has the top-ranking of any nursing school, and I heard it was a rigorous program. Wherever I go, I want the best. That's why I chose RCSJ."*

~ Dalia Ampiah, Nursing major  
International Student, Republic of Ghana



## Accrediting Organizations

- ✓ Middle States Commission on Higher Education
- ✓ Accreditation Commission for Education in Nursing
- ✓ Commission on Accreditation of Allied Health Education Programs
- ✓ Joint Review Committee on Education in Diagnostic Medical Sonography
- ✓ Joint Review Committee on Education in Nuclear Medicine Technology
- ✓ Joint Review Committee on Education in Radiologic Technology
- ✓ New Jersey Division of Consumer Affairs



New evening clinicals will enable  
RCSJ to graduate a class of **175+**  
nursing students annually.

## Terms & Conditions of a Premier Partnership

### Academics: Professional Relationship

- Advisory committees
- Professional development
- Instructional opportunities

### Student Services: Behavioral Health Program

- Crisis intervention
- Therapeutic intervention
- Pharmaceutical management

### Athletics: Training

- Medical evaluations
- Concussion protocol
- Treatment

### Clinical Experience: Priority Placements - Nursing, Health Professions and Behavioral Science

- Career exploration
- Student internships
- Mentorships

### Research & Development: Program Need Assessment

- Workforce data-driven demand
- Emerging fields in Patient Care
- Academic program design

### Enrollment & Tuition: Financial Reduction (Inspira Employees)

- 33% Tuition Discount
- Two Premier Educational Partnership Student Scholarships
- Joint Foundation Board Student Scholarship prospects

### Employment Partnership: Direct Connect with Inspira Human Resources

- Pre-graduation employment opportunities – Nursing, Health Professions and Behavioral Science
- Pre-graduation employment opportunities – Other areas of need: e.g. Business Administration, Cybersecurity, etc.

### Premier Partnership Building Naming Rights: Campus Branding Initiative

- Various campus signage options
- Multiple building opportunities
- Per RCSJ Board Policy



2 county vocational high school  
**Health Science Academies**  
 earn RCSJ credits feeding into programs

RCSJ prepares students to provide compassionate care as licensed healthcare professionals with an education focused on scholarly assessment, clinical judgement and patient needs.



## 2021 Nursing and Health Professions Program Board Scores

| Program                  | Licensing Board | 2021 Graduates | First Time Test Takers | First Time Test Takers Pass Rate |
|--------------------------|-----------------|----------------|------------------------|----------------------------------|
| <b>Gloucester Campus</b> |                 |                |                        |                                  |
| RN                       | NCSBN           | N=73           | N=68                   | 90.67%                           |
| DMS                      | ARDMS           | N=12           | N=10                   | 83.3%                            |
| NMT                      | NMTCB           | N=7            | N=7                    | 100%                             |
| NMT                      | ARRT            | N=7            | N=6                    | 83.3%                            |
| PTA                      | NJPTA           | N=6            | N=6                    | 100%                             |
| <b>Cumberland Campus</b> |                 |                |                        |                                  |
| RN                       | NCSBN           | N=39           | N=32                   | 84.21%                           |
| PN                       | NCSBN           | N=19           | N=16                   | 100%                             |
| Radiography              | ARRT            | N=17           | N=15                   | 88%                              |

## Advance Employee Credentials

In addition to high-demand degrees in Computer Science, Cybersecurity, Business and more, RCSJ can offer Inspira staff short-term certificates to upskill and advance in their current roles.



### Certificates

- Accounting
- Business Software Tools
- Computer Graphic Arts
- Digital Marketing
- Entrepreneurship
- Management
- Technology Help Desk Support
- Website Development

**RCSJ.edu**

Gloucester Campus: 1400 Tanyard Road, Sewell, NJ 08080  
 Cumberland Campus: 3322 College Drive, Vineland, NJ 08360

## Affiliation and Gift Agreement

This Affiliation and Gift Agreement (“Agreement”) is made this<sup>11</sup> \_\_\_ day of April, 2022 (“Effective Date”) by and between Inspira Health Network, Inc. a New Jersey non-profit corporation (“Inspira”), and Rowan College of South Jersey, a public community college jointly established by Gloucester and Cumberland Counties (“RCSJ”), each a “party” and collectively hereinafter, the “parties”.

Whereas, RCSJ and Inspira desire to increase educational opportunities for students pursuing studies in nursing and allied health; increase employment opportunities for students pursuing studies in nursing and allied health and increase Inspira’s ability to fill needed nursing and allied health positions as it grows and serves the community;

Whereas, RCSJ and Inspira have determined an affiliation on the terms set forth herein will allow them to achieve the aforesaid goals and encourage them to create such opportunities in service to the community;

Whereas, Inspira also desires to provide RCSJ with a gift to be used to support those efforts, and

Whereas, RCSJ desires to acknowledge and recognize Inspira’s gift by providing it with the naming rights for certain of RCSJ ’s buildings as set forth herein.

Now, therefore, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. For those RCSJ students meeting placement criteria, and to the extent Inspira can accommodate placements RCSJ will receive priority clinical experience placements at Inspira facilities for Nursing, Allied Health Professional and Behavioral Health students. For the avoidance of confusion, Inspira is not obligated to provide clinical experience placements for all RCSJ students requiring such.
2. RCSJ will provide all Inspira employees with tuition discounts of Fifty Percent (50%) off RCSJ’s then current published tuition rates, and agrees that Inspira shall have so-called “most favored nation status” with respect to the discounted tuition, i.e., in the event RCSJ shall provide discounted tuition to any other entity’s employees, the discount provided to Inspira employees will be further discounted as necessary to ensure that Inspira employees shall always have a greater discount than the employees of any other entities.

3. Within thirty (30) days of the Effective Date of this Agreement, the parties will establish a “direct connection employment program” where RCSJ students can explore employment opportunities at Inspira through Inspira’s Human Resources department.

4. The parties will discuss expanding the scope of the affiliation herein to include additional opportunities for athletic training, student behavioral health and research, and other educational programs identified by Inspira.

5. RCSJ shall provide Inspira with the use of any and all RCSJ conference rooms and auditoriums on the Sewell Campus without the payment of any additional fee, provided such use by Inspira is scheduled reasonably in advance and does not conflict with RCSJ’s own use of such spaces for scheduled events or uses of those spaces. The parties will collaborate to establish a scheduling procedure that they will follow.

a. In recognition of the generous support of Inspira, RCSJ will designate its Nursing & Health Professions Center Building as the “Inspira Health Nursing & Health Professions Center Building” (“NHPC Building”) and hereby provides Inspira the exclusive right to name the NHPC Building and have signs displayed thereupon and therein as more fully described herein, in perpetuity. RCSJ agrees to affix signage on the exterior and interior of the NHPC Building according to sizes, numbers of signs, locations and configurations acceptable to Inspira.

Inspira shall have the right to select and approve the design of all signs before they are installed or changed.

6. The parties acknowledge RCSJ is in the process of building an Allied Health Professions Building on its Sewell Campus. In recognition of the generous support of Inspira, RCSJ will designate the Allied Health Professions Building as the “Inspira Health Allied Health Professions Building” (“AHP Building”) and hereby provides Inspira the exclusive right to name the AHP Building and have signs displayed thereupon and therein as more fully described herein, in perpetuity. RCSJ agrees to affix signage on the exterior and interior of the AHP Building according to sizes, numbers of signs, locations and configurations acceptable to Inspira.

Inspira shall have the right to select and approve the design of all signs before they are installed or changed.

7. Inspira pledges to donate a gift in the amount of One Million Dollars (\$1,000,000) for the exclusive naming rights for the NHPC Building, payable in ten (10) annual installments. The first installment shall be due on the first day of the next month following Inspira’s approval of the size, number, location and configuration of the signage inside and outside the NHPC Building, and each

subsequent installment is due on the anniversary thereafter until the amount of the pledge for the gift for the NHPC Building is paid in full.

8. Inspira also pledges to donate a gift in the amount of One Million Dollars (\$1,000,000) for the exclusive naming rights for the AHP Building, payable in ten (10) annual installments. The first installment shall be due on the first day of the next month following Inspira's approval of the size, number location and configuration of the signage inside and outside the NHPC Building, and each subsequent installment is due on the anniversary thereafter until the amount of the pledge for the gift for the AHP Building is paid in full.

9. The gift amounts referenced above in paragraphs 8 and 9 shall be used by RCSJ to support its schools of nursing and allied health professions.

10. RCSJ shall send Inspira a reminder of payment each year.

11. All interior and exterior recognition signage that is referred to in this Agreement, and any accompanying lighting, shall be maintained, replaced and/or repaired as needed by RCSJ. If either the NHPC Building or AHP Building are closed, destroyed, upgraded, modified, relocated or replaced, the naming will be relocated to an alternative and equivalent space pending approval from Inspira.

12. In the event that either party may engage in any activity which either party deems in its sole opinion to be inconsistent with their mission, vision or values, then either party shall request such removal of all signage from the NHPC Building and AHP Building. In such event, all further obligations of Inspira to make any additional payments hereunder shall terminate. This provision shall not affect any other remedies either party may have at law which are expressly reserved.

12. Exclusivity. To ensure that Inspira will remain RCSJ's premier hospital/health system partner with respect to its school of nursing and school of allied health, and to encourage the parties to further invest in and develop that relationship to their mutual benefit and the benefit of the community, RCSJ agrees not to enter into any other affiliation agreements with any other hospital or health system relating to the RCSJ's nursing school or school of allied health without the express written consent of Inspira. RCSJ agrees to provide Inspira with the right of first refusal to enter into any future affiliations sought by RCSJ with a non-academic or non-governmental partner for all other RCSJ schools or programs.

13. This Agreement shall be binding upon and will inure to the benefit of the Parties and their respective heirs, executors, administrators, assigns, successors, personal representatives, and trustees.



14. This Agreement shall be governed by and interpreted in accordance with the laws of the State of New Jersey.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Agreement as of the Effective Date.

INSPIRA HEALTH NETWORK

DocuSigned by:  
By: Amy Mansue Date: 4/11/2022  
8BC8430CAF87476  
Amy Mansue  
President and Chief Executive Officer

RCSJ OF SOUTH JERSEY

DocuSigned by:  
By: Frederick Keating Date: 4/11/2022  
ADEA0AE595104D2  
Frederick J. Keating, Ed.D.  
President

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING MARCH 31, 2022  
ROWAN COLLEGE OF SOUTH JERSEY

|   | 3/31/2022            |                      |                        |
|---|----------------------|----------------------|------------------------|
|   | Budget<br>Amount     | Actual<br>Y-T-D      | Delta<br>Y-T-D         |
| <b>Current Operating Revenues</b>       |                      |                      |                        |
| <b>Educational and General</b>          |                      |                      |                        |
| Student Tuition - Credit                | \$ 18,308,590        | \$ 18,627,960        | \$ 319,370             |
| Police Academy - Tuition                | 60,000               | 30,790               | (29,210)               |
| Fire Academy - Tuition                  |                      | 52,613               | 52,613                 |
| Continuing Education                    | 1,337,500            | 965,659              | (371,841)              |
| Fees                                    | 11,902,335           | 11,868,779           | (33,556)               |
| Out of County                           | 140,000              | 79,711               | (60,289)               |
| <b>Government Appropriations</b>        |                      |                      |                        |
| <b>State</b>                            |                      |                      |                        |
| Police Academy - State Funding          | 9,612,497            | 5,270,685            | (4,341,812)            |
| Fire Academy - State Funding            | 198,523              | 148,892              | (49,631)               |
| Continuing Ed - State Funding           | 9,430                | 7,073                | (2,358)                |
| County                                  | 107,168              | 80,376               | (26,792)               |
| Police Academy - County Funding         | 14,727,693           | 6,790,182            | (7,937,511)            |
| Fire Academy - County Funding           | 150,000              | 112,500              | (37,500)               |
| ACT Center - County Funding             | 200,000              | 150,000              | (50,000)               |
| Economic Development Center             | 207,307              | 155,480              | (51,827)               |
| Rowan Medicine                          | 275,000              | 206,250              | (68,750)               |
|   | 100,000              | 75,000               | (25,000)               |
|   |                      |                      | -                      |
| Other Revenues                          | 338,500              | 190,571              | (147,929)              |
| Auxiliary Enterprises                   | 1,048,800            | 882,519              | (166,281)              |
| Administrative Revenue                  | 300,000              |                      | (300,000)              |
| Federal Appropriation                   | 4,539,561            | 2,800,351            | (1,739,210)            |
| Drawdown from Unrestricted Fund Balance | (815,235)            |                      | 815,235                |
| County Debt Forgiveness                 | 243,000              |                      | (243,000)              |
| Reserve Capital Projects                | 920,930              |                      | (920,930)              |
| <b>Total Revenues</b>                   | <b>\$ 63,911,599</b> | <b>\$ 48,495,391</b> | <b>\$ (15,416,208)</b> |
| <b>Current Operating Expenditures</b>   |                      |                      |                        |
| Instruction - Total                     | \$ 23,289,564        | \$ 16,541,843        | \$ 6,747,721           |
| Personnel - FT                          | 10,258,734           | 7,255,621            | 3,003,113              |
| Personnel - FT OT, OL, Misc             | 2,976,253            | 2,465,084            | 511,169                |
| Benefits                                | 5,366,234            | 3,550,584            | 1,815,650              |
| Personnel - PT                          | 4,346,996            | 3,070,239            | 1,276,757              |
| Expenses                                | 341,347              | 200,315              | 141,032                |

|                                     |                      |                      |                      |
|-------------------------------------|----------------------|----------------------|----------------------|
| Continuing Education - Total        | \$ 2,122,349         | \$ 1,604,832         | \$ 517,517           |
| Personnel - FT                      | 930,413              | 601,140              | 329,273              |
| Personnel - FT OT, OL, Misc         | 225                  | 2,664                | (2,439)              |
| Benefits                            | 414,152              | 316,073              | 98,079               |
| Personnel - PT                      | 447,575              | 300,978              | 146,597              |
| Expenses                            | 329,984              | 383,977              | (53,993)             |
| Police Academy - Total              | \$ 260,721           | \$ 120,288           | \$ 140,433           |
| Personnel - FT                      | 67,808               | 38,970               | 28,838               |
| Personnel - FT OT, OL, Misc         | -                    | -                    | -                    |
| Benefits                            | 100,452              | 19,558               | 80,894               |
| Personnel - PT                      | 65,202               | 48,074               | 17,128               |
| Expenses                            | 27,259               | 13,686               | 13,573               |
| Fire Academy - Total                | \$ 196,682           | \$ 168,664           | \$ 28,018            |
| Personnel - FT                      | 61,354               | 43,951               | 17,403               |
| Personnel - FT OT, OL, Misc         | 6,049                | -                    | 6,049                |
| Benefits                            | 30,763               | 22,058               | 8,705                |
| Personnel - PT                      | 63,609               | 66,767               | (3,158)              |
| Expenses                            | 34,907               | 35,888               | (981)                |
| Academic Support - Total            | \$ 4,293,404         | \$ 3,098,975         | \$ 1,194,429         |
| Personnel - FT                      | 2,161,462            | 1,543,382            | 618,080              |
| Personnel - FT OT, OL, Misc         | 70,904               | 29,924               | 40,980               |
| Benefits                            | 1,138,557            | 801,300              | 337,257              |
| Personnel - PT                      | 554,844              | 404,439              | 150,405              |
| Expenses                            | 367,637              | 319,930              | 47,707               |
| Student Services - Total            | \$ 11,589,565        | \$ 8,336,648         | \$ 3,252,917         |
| Personnel - FT                      | 6,100,926            | 4,503,594            | 1,597,332            |
| Personnel - FT OT, OL, Misc         | 96,290               | 83,378               | 12,912               |
| Benefits                            | 3,318,725            | 2,296,046            | 1,022,679            |
| Personnel - PT                      | 910,427              | 612,769              | 297,658              |
| Expenses                            | 1,163,197            | 840,861              | 322,336              |
| Institutional Support - Total       | \$ 12,300,940        | \$ 8,243,892         | \$ 4,057,048         |
| Personnel - FT                      | 4,933,706            | 3,863,041            | 1,070,665            |
| Personnel - FT OT, OL, Misc         | 23,500               | 13,675               | 9,825                |
| Benefits                            | 2,541,724            | 1,974,603            | 567,121              |
| Personnel - PT                      | 158,499              | 105,119              | 53,380               |
| Expenses                            | 4,643,511            | 2,287,454            | 2,356,057            |
| Operating & Maintenance - Total     | \$ 8,639,157         | \$ 6,669,513         | \$ 1,969,644         |
| Personnel - FT                      | 1,950,132            | 1,276,095            | 674,037              |
| Personnel - FT OT, OL, Misc         | 79,439               | 73,987               | 5,452                |
| Benefits                            | 963,033              | 654,802              | 308,231              |
| Personnel - PT                      | 87,723               | 75,945               | 11,778               |
| Expenses                            | 5,558,830            | 4,588,684            | 970,146              |
| Debt Service                        | \$ 770,135           | -                    | \$ 770,135           |
| Retiree Benefits                    | \$ 406,526           | 304,692              | \$ 101,834           |
| Auxiliary Enterprises               | \$ 42,556            | 66,606               | \$ (24,050)          |
| <b>Total Operating Expenditures</b> | <b>\$ 63,911,599</b> | <b>\$ 45,155,953</b> | <b>\$ 18,755,646</b> |

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING MARCH 31, 2022  
Gloucester Campus

|   | 3/31/2022            |                      |                       |
|---|----------------------|----------------------|-----------------------|
|   | Budget<br>Amount     | Actual<br>Y-T-D      | Delta<br>Y-T-D        |
| <b>Current Operating Revenues</b>       |                      |                      |                       |
| Educational and General                 |                      |                      |                       |
| Student Tuition - Credit                | \$ 12,747,368        | \$ 13,269,848        | \$ 522,480            |
| Police Academy - Tuition                | 60,000               | 30,790               | (29,210)              |
| Fire Academy - Tuition                  |                      | 52,613               | 52,613                |
| Continuing Education                    | 750,000              | 555,245              | (194,755)             |
| Fees                                    | 8,190,845            | 8,616,104            | 425,259               |
| Out of County                           | 40,000               | 10,229               | (29,771)              |
| Government Appropriations               |                      |                      |                       |
| State                                   | 6,352,894            | 2,907,510            | (3,445,384)           |
| Police Academy - State Funding          | 198,523              | 148,892              | (49,631)              |
| Fire Academy - State Funding            | 9,430                | 7,073                | (2,358)               |
| Continuing Ed - State Funding           | 107,168              | 80,376               | (26,792)              |
| County                                  | 7,667,693            | 3,225,770            | (4,441,923)           |
| Police Academy - County Funding         | 150,000              | 112,500              | (37,500)              |
| Fire Academy - County Funding           | 200,000              | 150,000              | (50,000)              |
| ACT Center - County Funding             | 207,307              | 155,480              | (51,827)              |
| Economic Development Center             | 275,000              | 206,250              | (68,750)              |
| Rowan Medicine                          | 100,000              | 75,000               | (25,000)              |
| Other Revenues                          | 45,000               | 67,251               | 22,251                |
| Auxiliary Enterprises                   | 590,800              | 682,538              | 91,738                |
| Administrative Revenue                  | 300,000              |                      | (300,000)             |
| Federal Appropriation                   | 4,524,561            | 2,228,144            | (2,296,417)           |
| Drawdown from Unrestricted Fund Balance | (815,235)            |                      | 815,235               |
| County Debt Forgiveness                 | 243,000              |                      | (243,000)             |
| Budget Appropriations                   |                      |                      | -                     |
| <b>Total Revenues</b>                   | <b>\$ 41,944,354</b> | <b>\$ 32,581,613</b> | <b>\$ (9,362,741)</b> |
| <b>Current Operating Expenditures</b>   |                      |                      |                       |
| Instruction - Total                     | \$ 15,774,645        | \$ 11,716,592        | \$ 4,058,053          |
| Personnel - FT                          | 7,343,516            | 5,239,711            | 2,103,805             |
| Personnel - FT OT, OL, Misc             | 2,022,253            | 1,796,295            | 225,958               |
| Benefits                                | 3,778,920            | 2,629,705            | 1,149,215             |
| Personnel - PT                          | 2,449,559            | 1,945,120            | 504,439               |
| Expenses                                | 180,397              | 105,761              | 74,636                |
| Continuing Education - Total            | \$ 1,456,715         | \$ 1,126,633         | \$ 330,082            |

|                                     |                      |                      |                      |
|-------------------------------------|----------------------|----------------------|----------------------|
| Personnel - FT                      | 668,442              | 462,551              | 205,891              |
| Personnel - FT OT, OL, Misc         | 225                  | 1,764                | (1,539)              |
| Benefits                            | 271,511              | 232,145              | 39,366               |
| Personnel - PT                      | 229,153              | 167,944              | 61,209               |
| Expenses                            | 287,384              | 262,229              | 25,155               |
| <br>                                |                      |                      |                      |
| Police Academy - Total              | \$ 260,721           | \$ 120,288           | \$ 140,433           |
| Personnel - FT                      | 67,808               | 38,970               | 28,838               |
| Personnel - FT OT, OL, Misc         | -                    | -                    | -                    |
| Benefits                            | 100,452              | 19,558               | 80,894               |
| Personnel - PT                      | 65,202               | 48,074               | 17,128               |
| Expenses                            | 27,259               | 13,686               | 13,573               |
| <br>                                |                      |                      |                      |
| Fire Academy - Total                | \$ 196,682           | \$ 168,664           | \$ 28,018            |
| Personnel - FT                      | 61,354               | 43,951               | 17,403               |
| Personnel - FT OT, OL, Misc         | 6,049                | -                    | 6,049                |
| Benefits                            | 30,763               | 22,058               | 8,705                |
| Personnel - PT                      | 63,609               | 66,767               | (3,158)              |
| Expenses                            | 34,907               | 35,888               | (981)                |
| <br>                                |                      |                      |                      |
| Academic Support - Total            | \$ 2,793,890         | \$ 2,126,204         | \$ 667,686           |
| Personnel - FT                      | 1,441,216            | 1,053,568            | 387,648              |
| Personnel - FT OT, OL, Misc         | 58,304               | 25,555               | 32,749               |
| Benefits                            | 746,389              | 546,086              | 200,303              |
| Personnel - PT                      | 286,894              | 240,808              | 46,086               |
| Expenses                            | 261,087              | 260,187              | 900                  |
| <br>                                |                      |                      |                      |
| Student Services - Total            | \$ 7,775,990         | \$ 5,640,255         | \$ 2,135,735         |
| Personnel - FT                      | 4,126,574            | 3,009,432            | 1,117,142            |
| Personnel - FT OT, OL, Misc         | 89,790               | 80,352               | 9,438                |
| Benefits                            | 2,243,706            | 1,572,287            | 671,419              |
| Personnel - PT                      | 415,335              | 299,860              | 115,475              |
| Expenses                            | 900,585              | 678,324              | 222,261              |
| <br>                                |                      |                      |                      |
| Institutional Support - Total       | \$ 7,088,620         | \$ 4,977,681         | \$ 2,110,939         |
| Personnel - FT                      | 3,136,558            | 2,392,670            | 743,888              |
| Personnel - FT OT, OL, Misc         | 3,000                | 10,764               | (7,764)              |
| Benefits                            | 1,563,191            | 1,259,328            | 303,863              |
| Personnel - PT                      | 83,235               | 81,770               | 1,465                |
| Expenses                            | 2,302,636            | 1,233,149            | 1,069,487            |
| <br>                                |                      |                      |                      |
| Operating & Maintenance - Total     | \$ 5,605,869         | \$ 4,498,762         | \$ 1,107,107         |
| Personnel - FT                      | 1,879,746            | 1,222,118            | 657,628              |
| Personnel - FT OT, OL, Misc         | 79,439               | 73,987               | 5,452                |
| Benefits                            | 924,708              | 637,118              | 287,590              |
| Personnel - PT                      | 87,723               | 70,181               | 17,542               |
| Expenses                            | 2,634,253            | 2,495,358            | 138,895              |
| <br>                                |                      |                      |                      |
| Debt Service                        | \$ 563,990           | -                    | \$ 563,990           |
| Retiree Benefits                    | \$ 406,526           | 304,692              | \$ 101,834           |
| Auxiliary Enterprises               | \$ 20,706            | 27,265               | \$ (6,559)           |
| <br>                                |                      |                      |                      |
| <b>Total Operating Expenditures</b> | <b>\$ 41,944,354</b> | <b>\$ 30,707,036</b> | <b>\$ 11,237,318</b> |

ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING March 31, 2022

|   | 3/31/2022            |                      |                       |
|---|----------------------|----------------------|-----------------------|
|   | Budget<br>Amount     | Y-T-D                | Delta<br>Y-T-D        |
| <b>Current Operating Revenues</b>       |                      |                      |                       |
| <b>Educational and General</b>          |                      |                      |                       |
| Student Tuition - Credit                | \$ 5,561,222         | \$ 5,358,112         | \$ (203,110)          |
| Continuing Education                    | 587,500              | 410,414              | (177,086)             |
| Fees                                    | 3,711,490            | 3,252,675            | (458,815)             |
| Out of County (Charge back)             | 100,000              | 69,482               | (30,518)              |
|   | -                    |                      | -                     |
| <b>Government Appropriations</b>        |                      |                      |                       |
| State                                   | 3,259,603            | 2,363,175            | (896,428)             |
| County                                  | 7,060,000            | 3,564,412            | (3,495,588)           |
| <b>Other Revenues</b>                   |                      |                      |                       |
| Auxiliary Enterprises                   | 293,500              | 123,320              | (170,180)             |
|   | 458,000              | 199,981              | (258,019)             |
| <b>Reserve Capital Proj</b>             |                      |                      |                       |
| Reserve from FY19                       | 920,930              |                      | (920,930)             |
| Drawdown from Unrestricted Fund Balance | -                    |                      | -                     |
| Federal (CARES Act)                     | 15,000               | 572,207              | 557,207               |
| <b>Total Revenues</b>                   | <b>\$ 21,967,245</b> | <b>\$ 15,913,778</b> | <b>\$ (6,053,467)</b> |
| <b>Current Operating Expenditures</b>   |                      |                      |                       |
| <b>Instruction - Total</b>              |                      |                      |                       |
| Personnel - FT                          | \$ 7,514,919         | \$ 4,825,251         | \$ 2,689,668          |
| Personnel - FT OT, OL, Misc             | 2,915,218            | 2,015,910            | 899,308               |
| Benefits                                | 954,000              | 668,789              | 285,211               |
| Personnel - PT                          | 1,587,314            | 920,879              | 666,435               |
| Expenses                                | 1,897,437            | 1,125,119            | 772,318               |
|   | 160,950              | 94,554               | 66,396                |
| <b>Continuing Education - Total</b>     |                      |                      |                       |
| Personnel - FT                          | \$ 665,634           | \$ 478,199           | \$ 187,435            |
| Personnel - FT OT, OL, Misc             | 261,971              | 138,589              | 123,382               |
| Benefits                                |                      | 900                  | (900)                 |
| Personnel - PT                          | 142,641              | 83,928               | 58,713                |
| Expenses                                | 218,422              | 133,034              | 85,388                |
|   | 42,600               | 121,748              | (79,148)              |
| <b>Academic Support - Total</b>         |                      |                      |                       |
| Personnel - FT                          | \$ 1,499,514         | \$ 972,771           | \$ 526,743            |
| Personnel - FT OT, OL, Misc             | 720,246              | 489,814              | 230,432               |
| Benefits                                | 12,600               | 4,369                | 8,231                 |
| Personnel - PT                          | 392,168              | 255,214              | 136,954               |
| Expenses                                | 267,950              | 163,631              | 104,319               |
|   | 106,550              | 59,743               | 46,807                |

|                                     |                      |                      |                     |
|-------------------------------------|----------------------|----------------------|---------------------|
| Student Services - Total            | \$ 3,813,575         | \$ 2,696,393         | \$ 1,117,182        |
| Personnel - FT                      | 1,974,352            | 1,494,162            | 480,190             |
| Personnel - FT OT, OL, Misc         | 6,500                | 3,026                | 3,474               |
| Benefits                            | 1,075,019            | 723,759              | 351,260             |
| Personnel - PT                      | 495,092              | 312,909              | 182,183             |
| Expenses                            | 262,612              | 162,537              | 100,075             |
| Institutional Support - Total       | \$ 5,212,320         | 3,266,211            | \$ 1,946,109        |
| Personnel - FT                      | 1,797,148            | 1,470,371            | 326,777             |
| Personnel - FT OT, OL, Misc         | 20,500               | 2,911                | 17,589              |
| Benefits                            | 978,533              | 715,275              | 263,258             |
| Personnel - PT                      | 75,264               | 23,349               | 51,915              |
| Expenses                            | 2,340,875            | 1,054,305            | 1,286,570           |
| Operating & Maintenance - Total     | \$ 3,033,288         | \$ 2,170,751         | \$ 862,537          |
| Personnel - FT                      | 70,386               | 53,977               | 16,409              |
| Personnel - FT OT, OL, Misc         |                      | -                    | -                   |
| Benefits                            | 38,325               | 17,684               | 20,641              |
| Personnel - PT                      | -                    | 5,764                | (5,764)             |
| Expenses                            | 2,924,577            | 2,093,326            | 831,251             |
| Debt Service                        | \$ 206,145           | -                    | \$ 206,145          |
| Retiree Benefits                    |                      |                      | \$ -                |
| Minor Capital                       | \$ -                 | -                    | \$ -                |
| Auxiliary Enterprises               | \$ 21,850            | 39,341               | \$ (17,491)         |
| <b>Total Operating Expenditures</b> | <b>\$ 21,967,245</b> | <b>\$ 14,448,917</b> | <b>\$ 7,518,328</b> |

# SAFETY AND SECURITY DEPARTMENT



## REPORT

**TO:** Meg Resue, Special Assistant to the President  
**FROM:** Paul Babcock, Director of Campus Safety and Security  
**DATE:** March 2nd, 2022  
**SUBJECT:** **CRIME STATISTICS for the month of February 2022**

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                                    | 0 Incidents         | 0 Incidents |
| Criminal Mischief                             | 0 Incidents         | 0 Incidents |
| Receiving Stolen Property                     | 0 Incidents         | 0 Incidents |
| False Public Alarms                           | 0 Incidents         | 0 Incidents |
| Emergency Notifications                       | 0 Incidents         | 0 Incidents |
| Assault                                       | 0 Incidents         | 0 Incidents |
| Sexual Assault/Contact                        | 0 Incidents         | 0 Incidents |
| Hate Crimes                                   | 0 Incidents         | 0 Incidents |
| Violence Against Women                        | <b>Correction</b> 0 | 0 Incidents |
| Timely Warnings                               | 0 Incidents         | 0 Incidents |
| Motor Vehicle Accidents/Incidents             | 2 Incidents         | 0 Incidents |
| Fire  | 0 Incidents         | 0 Incidents |
| Medical Assist/Incidents                      | 3 Incidents         | 1 Incidents |
| Other Incidents                               | 0 Incidents         | 2 Incidents |





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN DRS IMAGING SERVICES AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey needs a contractor to provide Digital Records Management services; and

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

**WHEREAS**, a proposal was submitted by DRS Imaging services to provide the necessary services for a total of \$200,000.000 based on GSA contract number GS-03F-0069Y; and

**WHEREAS**, the financial obligation will be paid from CARES grant funding; and;  
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 entering into an agreement with DRS Imaging Services provide Digital Records Management services in the amount of \$200,000.00

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 19, 2022.

  
Gene J. Concordia, Chair

Attested:

  
Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING AN EMERGENCY OPERATIONS PLAN**

**WHEREAS**, Rowan College of South Jersey has developed an Emergency Operations Plan (EOP) to ensure the safety, security and protection of all personnel and assets of the College; and

**WHEREAS**, The EOP was developed to ensure a baseline plan for the continuity of essential functions under all circumstances; and

**WHEREAS**, The Board of Trustees shall adopt and submit for review an EOP to the Commission on Higher Education, the State Office of Emergency Management, the Department of Health and Senior Services, and the Office of Homeland Security; and

**WHEREAS**, The Board of Trustees shall review, update, and submit the plan to the offices every five (5) years and if an emergency incident occurs at the College during the five (5) year period, the plan shall be reviewed immediately.

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby adopts the Emergency Operations Plan and directs the College to forward the plan to the appropriate authorities as per the terms and conditions of state statute.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 19, 2022.

  
Gene J. Concordia, Chair

Attested:   
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES TO APPROVE AWARD OF A CONTRACT TO  
EXEMPLIS FOR THE PURCHASE NURSING LAB FURNITURE**

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

**WHEREAS**, Bellia, under New Jersey State contract number A81711 is an authorized sales agent for Exemplis; and

**WHEREAS**, Bellia has submitted a quote based on the specifications provided by the Rowan College of South Jersey and NJSC pricing for \$17,828.16; and

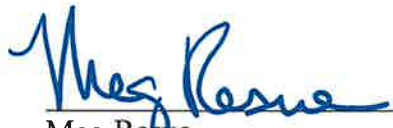
**WHEREAS**, the Chief Financial Officer of the college has certified that the funds are available for this project.

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Bellia and Exemplis in the amount of \$17,828.16 for the purchase of Nursing Lab furniture based on state contract pricing.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 19, 2022.

  
Gene J. Concordia, Chair

Attested:

  
Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE AWARD OF A CONTRACT TO KRUEGER INTERNATIONAL FOR THE PURCHASE NURSING LAB FURNITURE**

**WHEREAS**, N.J.S.A. 18A:64A-25.10 authorizes the board of trustees of county colleges, other institutions of higher education and other units of government to provide jointly by agreement for the purchase of work, materials, or supplies for their respective agencies; and

**WHEREAS**, Rowan College of South Jersey has joined The Educational Services Commission of New Jersey, (ESCNJ), for the purpose to work together to negotiate the best rates and costs for the benefit of the participating agencies; and

**WHEREAS**, Krueger International goods and services are provided under ESCNJ Furniture and Accessories contract number ESCNJ 20/21-01; and


**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with Krueger International, through their authorized sales agent, Bellia, in the amount of \$41,144.28 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Krueger International in the amount of \$41,144.28 to purchase Nursing Lab furniture based on ESCNJ contract pricing.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 19, 2022.

  
Gene J. Concordia, Chair

Attested:   
Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MOBILITY123 AND  
ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey needs a contractor to replace a platform lift; and

**WHEREAS**, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

**WHEREAS**, since the anticipated aggregate expense will exceed the quote threshold of \$7,500 two quotes were solicited; and


**WHEREAS**, Rowan College of South Jersey intends to enter into a contract with Mobility123 for the installation of a hydraulic vertical lift platform at the College Services building in the amount of \$27,615.00 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Mobility123 for the installation of a hydraulic vertical lift platform at the College Services building in the amount of \$27,615.00

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 19, 2022.

  
Gene J. Concordia, Chair

Attested:   
Meg Resue  
Special Assistant to the Board of Trustees



**(4) Four Employee Transitions:**

| Title                                   | Name             | Rationale    | Employment Pool | Salary               | Effective Date |
|---|------------------|--------------|-----------------|----------------------|----------------|
| Purchasing Specialist                   | Sherry Bohl      | Resignation  | Internal Hire   | \$40,000.00 per year | 3/26/2022      |
| Testing Specialist                      | Elizabeth Snyder | New Position | Internal Hire   | \$18.96 per year     | 3/21/2022      |
| Instructor I, STEM                      | Regina Kukola    | Retirement   | Internal Hire   | \$62,372.50 per year | 9/1/2022       |
| Part-Time Science Laboratory Technician | Mary Heard       | Transfer     | Internal Hire   | \$18.22 per hour     | 4/18/2022      |

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

| Title   | Name             | Rationale    | Employment Pool | Salary           | Effective Date |
|---|------------------|--------------|-----------------|------------------|----------------|
| Temporary, Part-Time Cultural & Heritage Commission Assistant | De'von Downes    | Reassignment | External Hire   | \$21.41 per hour | 3/28/2022      |
| Part-Time Shipping/Receiving/Mail Clerk                       | Kenneth Rothfuss | Reassignment | External Hire   | \$14.62 per year | 4/5/2022       |

**(6) Six Resignations:**

| Title                                    | Name             | Rationale   | Salary               | Effective Date |
|--|------------------|-------------|----------------------|----------------|
| Director, Career and Technical Education | Thewantha Torain | Resignation | \$55,574.41 per year | 3/25/2022      |
| Administrator, Student Records           | Gail Milone      | Resignation | \$40,900.00 per year | 3/30/2022      |
| Custodian                                | Thomas Lubonski  | Resignation | \$19.17 per hour     | 4/1/2022       |
| Custodian                                | William McGorry  | Resignation | \$16.70 per hour     | 3/25/2022      |
| Administrator, Academic Compliance       | Perpetue Cadet   | Resignation | \$42,991.52 per year | 4/22/2022      |
| Recruiter, Internship & Career Planning  | Jaylynn Dixon    | Resignation | \$38,855.00 per year | 4/22/2022      |

**(8) Eight Adjunct 2021-2022 New Hires:**

| Name                       | Division                                     |
|----------------------------|--|
| Sheryl Rasmussen           | Business Studies                             |
| Benjamin Vinci             | Communication & Creative and Performing Arts |
| Marion Scott               | Nursing & Health Professions                 |
| Nicholas Schock            | Nursing & Health Professions                 |
| Shannon Maltese-Bylone     | Nursing & Health Professions                 |
| Heather Vinick             | Nursing & Health Professions                 |
| April Marchesano-Hemminger | STEM   |
| Marie Donato               | STEM   |

**RCSJ - CUMBERLAND - PERSONNEL ACTIONS**      **DATE: 4/19/2022**

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

**(5) Five Employee Transitions:**

| Title                                | Name              | Rationale    | Employment Pool    | Salary   | Effective Date |
|--------------------------------------|-------------------|--------------|--------------------|--|----------------|
| Disability Support Specialist        | Albert Price      | Resignation  | Internal Candidate | \$21,41 per hour                                       | 4/1/2022       |
| Outreach Recruiter                   | Alexandra Dionisi | Reassignment | Internal Candidate | \$40,000.00 per year                                   | 4/4/2022       |
| Student Development Advisor, GEAR UP | Shance Ruiz       | New Position | Internal Candidate | \$54,427.00 per year (no salary change) (grant-funded) | 4/19/2022      |
| Administrative Assistant, Admissions | Jennifer Schwarz  | Reassignment | Internal Candidate | \$21,41 per hour                                       | 4/19/2022      |
| Supervisor, Purchasing Services      | Maria Giordano    | Dual Campus  | Internal Candidate | \$45,000.00 per year                                   | 4/1/2022       |

**(6) Six Part-Time Hires:**

| Title  | Name          | Rationale    | Employment Pool | Salary                          | Effective Date |
|--|---------------|--------------|-----------------|---------------------------------|----------------|
| Part-Time Call Center Representative                 | Gloria Ryan   | Resignation  | External Hire   | \$13.00 per hour                | 4/1/2022       |
| Part-Time Call Center Representative                 | Diane Garrett | Resignation  | External Hire   | \$13.00 per hour                | 4/1/2022       |
| Assistant Men's Track & Field Coach- 1st Assistant   | Mark Murdock  | New Position | External Hire   | \$1,000.00 per year             | 4/1/2022       |
| Assistant Women's Track & Field Coach- 1st Assistant | Mark Murdock  | New Position | External Hire   | \$1,000.00 per year             | 4/1/2022       |
| Part-Time Administrative Specialist, GEAR UP         | Maria Jimenez | New Position | External Hire   | \$18.96 per hour (grant-funded) | 5/2/2022       |
| Women's Head Soccer Coach                            | Jason Hearn   | Resignation  | External Hire   | \$9,000.00 per year             | 5/2/2022       |

**(4) Four Resignations:**

| Title   | Name              | Rationale   | Salary               | Effective Date |
|---|-------------------|-------------|----------------------|----------------|
| Nursing & Health Professions Laboratory Manager | Mark Hutton       | Resignation | \$51,125.00 per year | 3/18/2022      |
| Director, Human Resources                       | Rosemarie Fiscus  | Resignation | \$78,408.00 per year | 4/8/2022       |
| Bursar Accountant                               | Andrea Enders     | Resignation | \$41,428.00 per year | 4/1/2022       |
| Grants Specialist                               | Catherine Raymond | Resignation | \$38,972.00 per year | 4/15/2022      |

**(2) Two Adjunct 2021-2022 New Hires:**

| Name             | Division                     |
|------------------|------------------------------|
| Jennifer Poku    | Nursing & Health Professions |
| Amber Monserrate | Nursing & Health Professions |

**(1) One President's Recommendation:**

Revision - Additional Reappointments for 2022-2023



**CUMBERLAND CAMPUS**

Reappointment of the following employees by for the 2022-2023 academic year:

**Faculty Association**

Sarah DiLeo                      Assistant Professor II

**Reappointment of the following non-tenured faculty members with tenure appointment effective as stated for the 2022-2023 academic year:**

Earle              Myers              Assistant Professor I

**F.A.C.E. Association**

\*Carlos      Munoz              Administrative Assistant, HSI

(\* Grant-funded position reappointment from July 1, 2022 – September 30, 2022)





**RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY AWARDING RANK OF PROFESSOR EMERITA CUMBERLAND CAMPUS**

**Marilyn Gardenhire**

**WHEREAS**, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

**WHEREAS**, the President has recommended that Marilyn Gardenhire be awarded the rank of Professor Emerita. Marilyn has taught at Cumberland County College (RCSJ) for thirty-one years; and

**WHEREAS**, Marilyn Gardenhire is a Major (Ret.) US Army Reserve Nurse Corps, a 4<sup>th</sup> degree Black Belt in Karate and instructor, an active member of the YMCA, an active volunteer at the Foundation Golf Outing, always participates in Campus Day activities, is a strong student advocate and has served as a major contributor to ACEN accreditation and to the development of the Nursing curriculum. Marilyn Gardenhire has been a valued mentor to her colleagues and the entire college community through her dedication to supporting students and colleagues; and

**WHEREAS**, Marilyn Gardenhire taught and influenced the lives of thousands of students through her admirable commitment and devotion to them; and

**NOW, THEREFORE, BE IT RESOLVED** that in recognition of her for thirty-one years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Marilyn Gardenhire be awarded the rank of Professor Emerita, including all the rights and privileges thereof; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Marilyn Gardenhire as a token of the Board's recognition and appreciation for her services.

**ADOPTED** at the meeting of the Board of Trustees of Rowan College of South Jersey held on April 19, 2022.

Attested:

  
Meg Resue

Special Assistant to the Board of Trustees

  
Gene J. Concordia  
Board Chair





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO ACCEPT FUNDING FROM THE  
NEW JERSEY COMMUNITY COLLEGE CONSORTIUM FOR WORKFORCE  
AND ECONOMIC DEVELOPMENT PATHWAYS TO CAREER  
OPPORTUNITIES GRANT PROGRAM**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to accept \$39,048 in funding from New Jersey Pathways to Career Opportunities (Planning Phase) Grant as part of the New Jersey Community College Consortium for Workforce and Economic Development for both campuses; and

**WHEREAS**, this grant will be used for the period of January 1, 2022 to April 30, 2022; and

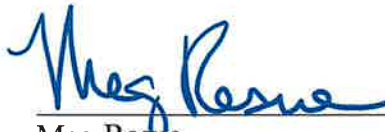
**WHEREAS**, funds will be used to support program and partnership development in the Patient Care, Renewable Energy and Construction Centers for Workforce Innovation to outline deliverables, identify and develop industry and academic partnerships, and design academic and career pathways using employer needs to build an innovative workforce.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees hereby approves the resolution to accept funding in the amount of \$39,048 from the New Jersey Pathways to Career Opportunities (Planning Phase) Grant as part of the New Jersey Community College Consortium for Workforce and Economic Development for participation in the Centers of Workforce Innovation for Patient Care, Renewable Energy and Construction.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, April 19, 2022.

  
Gene J. Concordia, Chair

Attested:

  
Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND ACCEPT  
FUNDING FROM THE SUBSTANCE ABUSE AND MENTAL HEALTH  
SERVICES ADMINISTRATION'S GARRETT LEE SMITH (GLS) CAMPUS  
SUICIDE PREVENTION GRANT PROGRAM**

**WHEREAS**, the Student Counseling & Wellness Division is requesting approval from Rowan College of South Jersey's Board of Trustees to apply for up to \$102,000 in funding from the Substance Abuse and Mental Health Services Administration; and

**WHEREAS**, authorization is needed to apply for, and upon award, accept this funding for the period of July 1, 2022 to June 30, 2023; and


**WHEREAS**, funds will be used to support a comprehensive public health and evidence based approach that enhances mental health services for RCSJ students from both campuses, including those at risk for suicide, depression, serious mental illness and/or substance use disorders. The funds will be utilized to prevent/reduce suicide, mental health disorders and substance use disorders, promote help-seeking behavior, and improve the identification and treatment of at-risk students so they may successfully complete their studies.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees hereby authorizes the approval of the resolution for the Student Counseling & Wellness Division to apply for and accept up to \$102,000 in funding from the Substance Abuse and Mental Health Services Administration's Garrett Lee Smith (GLS) Campus Suicide Prevention Grant Program for the 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 on Tuesday, April 19, 2022.

  
Gene J. Concordia, Chair

Attested:

  
Meg Resue  
Special Assistant to the Board of Trustees





## **Board of Trustees Policy Synopsis**

### **1) Reaffirm Policy:**

#### Background for policy reaffirmations:

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

- 7107 Leaves of Absence**
- 7109 Unused Sick Leave Retirement Compensation**
- 7111 Workers' Compensation**
- 7407 Emergency Closings**
- 7409 Employment Categories**
- 7413 Nepotism**

### **2) Revise Policy:**

#### Background for policy revision:

#### **5001 Use of Facilities**

This policy was revised to include verbiage in item #4 regarding requests are in keeping with supporting the RCSJ student population and in item #6 providing an example of an "Other Organizations" as a 501(c)(3).

#### Background for policy revision:

#### **7105 Lactation Room Accommodations**

This policy was revised to change verbiage from "nursing mothers" to "lactating parents".



**Rowan College  
of South Jersey**

**REAFFIRM**

Policy: 7107  
Title: **LEAVES OF ABSENCE**  
Area: Human Resources  
Approved: 07/01/19  
Reaffirmed: **TBD**

The Board of Trustees recognizes that supporting faculty and staff as they balance career and family life ultimately benefits the faculty, staff, and College. The College therefore, will have programs that engender employee well-being, permit flexibility, and provide employees options to balance work and personal life responsibilities.

The College makes available the following types of paid and unpaid leave. Please consult Human Resources (“HR”), the appropriate administrative procedure, and the collective bargaining agreement, if applicable, to determine employee eligibility and for the following:

**Paid Leave**

**Unpaid Leave**

**Paid and Unpaid Leave**

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|--|--|--|
| <ul style="list-style-type: none"> <li>• Bereavement</li> <li>• Court/Jury Duty</li> <li>• Donated</li> <li>• Floating Holidays</li> <li>• Personal Days</li> <li>• Sabbatical</li> <li>• Sick – FT/Other</li> <li>• Vacation</li> </ul> | <ul style="list-style-type: none"> <li>• Advanced Study</li> <li>• Domestic Violence Sexual Assault (SAFE)</li> <li>• FMLA/NJFLA</li> <li>• Fulbright/Exchange Programs</li> <li>• Personal Leave</li> <li>• Professional Development</li> <li>• Professional Service</li> </ul> | <ul style="list-style-type: none"> <li>• Military</li> </ul> |
|--|--|--|

Administrative P procedures will be established to provide guidance to employees with regard to eligibility and application, if necessary.

In the event this policy is in conflict with a collective bargaining agreement, the agreement governs.

References:

Rowan College of South Jersey Administrative Procedure, *7107 Leaves of Absence*

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**Rowan College  
of South Jersey**

**REAFFIRM**

Policy: 7109  
Title: **UNUSED SICK LEAVE RETIREMENT COMPENSATION**  
Area: Human Resources  
Approved: 07/01/19  
Reaffirmed: TBD

The Board of Trustees recognizes the importance of good attendance at work and the ability for full-time employees to accrue sick leave balances. Retirement compensation for full-time employees will be established and detailed in the administrative procedure for this policy and will include a maximum payment amount for all full-time employees in an amount keeping with statutory limits.

References:

Rowan College of South Jersey Administrative Procedure, *7109 Unused Sick Leave Retirement Compensation*



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

4 **REAFFIRM**

5 Policy: 7111  
6 Title: **WORKERS' COMPENSATION**  
7 Area: Human Resources  
8 Approved: 07/01/19, 04/14/20  
9 Reaffirmed: TBD

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11  
12 The College provides Workers' Compensation insurance to all employees for work-related  
13 illnesses and injuries. Employees who are injured or become ill arising out of or in the course of  
14 their employment, must follow the steps detailed in the administrative procedure (see  
15 *Administrative Procedure 7111 Workers' Compensation*).

16  
17 It is essential that immediate notification be made to the employee's supervisor and the  
18 Executive Director, Human Resources (HR). Campus Security should also be notified if the  
19 employee/patient requires first aid or must be transported via ambulance.

20  
21 It is imperative that appropriate forms are completed and submitted as delineated in  
22 A ~~an~~ administrative ~~P~~ procedure, ~~7111 Workers' Compensation~~. This includes incidents where  
23 treatment or evaluation do not appear to be necessary at the time (slips, trips, falls, struck by a  
24 moving object, etc.), but the injury does not resolve over the next several days and warrants  
25 medical evaluation.

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27 HR will inform the employee of his/her responsibilities, benefits, and/or reasonable  
28 accommodation.

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35 **References:**

36  
37 Rowan College of South Jersey Administrative Procedure, *7111 Workers' Compensation*

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39 NJ Workers' Compensation Law, Title 34, Chapter 15, Articles 1-10, Inclusive (R.S. 34: 15-1 to  
40 R.S. 34: 15-142) as amended and supplemented

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**Rowan College  
of South Jersey**

**REAFFIRM**

Policy: 7407  
Title: **EMERGENCY CLOSINGS**  
Area: Human Resources  
Approved: 07/01/19  
Reaffirmed: 04/19/22

The Board recognizes that it may be necessary to close the College for classes due to weather or other circumstances.

The President will develop and periodically revise administrative procedures, personnel assignments, and methods for informing the College community when such closings are necessary.

References:  
Rowan College of South Jersey Administrative Procedure, *7407 Emergency Closings*



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**Rowan College  
of South Jersey**

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**REAFFIRM**

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Policy: 7409  
Title: **EMPLOYMENT CATEGORIES**  
Area: Human Resources  
Approved: 07/01/19  
Reaffirmed: TBD

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Each employee is designated as either non-exempt or exempt from the overtime in accordance with the provisions of the federal and state wage and hour laws. Non-exempt employees are entitled to overtime pay under the specific provisions of federal and state laws. Exempt employees are excluded from specific provisions of federal and state wage and hour laws.

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In addition to the above categories, all employees will belong to an employment category as defined in the corresponding College administrative procedure.

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In the event these guidelines are in conflict with a collective bargaining agreement, the agreement governs.

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References:

Rowan College of South Jersey Administrative Procedure, *7409 Employment Categories*



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

4 **REAFFIRM**

5 Policy: 7413  
6 Title: **NEPOTISM**  
7 Area: Human Resources  
8 Approved: 07/01/19  
9 Reaffirmed: TBD

10  
11 It is the intent of this policy to avoid any situation where there can arise the appearance of  
12 a conflict of interest.

13  
14 The College will not employ two or more persons concurrently who are closely related or  
15 residing in the same household in positions which would result in one person of such a  
16 relationship supervising another closely related person or having a substantial influence  
17 over employment, salary or wages, evaluation, or other management or personnel actions  
18 pertaining to a close relative.

19  
20 For the purpose of this policy, "closely related" is defined to mean spouse; domestic  
21 partner; mother; father; sister; brother; biological, adopted, or foster child; stepchild;  
22 legal ward; grandparent, grandchild; first cousin; aunt; uncle; niece; nephew; mother-in-  
23 law; father-in-law, sister-in-law; brother-in-law; daughter-in-law; son-in-law;  
24 grandparent-in-law; grandchild-in-law; or corresponding relatives of the employee's  
25 domestic partner; other persons for whom the employee is legally responsible; and  
26 anyone who stood in loco parentis (acting in place of a parent and assuming the parent's  
27 rights, duties, and responsibilities) to the employee as a child.

28  
29 Closely related persons or individuals residing in the same household will not be  
30 permitted to serve on the same search committee. Employees will be excluded from  
31 searches that could consider the candidacy of a closely related person or individual  
32 residing in the same household.

33  
34 No one will be released from present employment at the College solely because of a  
35 conflicting relationship, who has been regularly employed by the Board prior to the  
36 inception of the relationship, the adoption of this policy, or a Board of Trustee's  
37 appointment.

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41 References:

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43 Rowan College of South Jersey Administrative Procedure, *7413 Nepotism*

Policy: 7413 Nepotism  
P\_7413\_Nepotism 2022 01 16 Rev1



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

REVISED

4  
5 Policy: 5001  
6 Title: **USE OF FACILITIES**  
7 Area: Facilities  
8 Approved: 07/01/19  
9 Revised: TBD

10  
11 The Board recognizes the College and its buildings, facilities, and grounds (“facilities”) exist to serve  
12 the community, as well as the students. Accordingly, the Board encourages full and appropriate  
13 utilization of campus facilities by students, faculty, staff, and community organizations for  
14 educational, athletic, cultural, community, and recreational purposes.

15  
16 The College reserves the right to deny the use of its facilities to organizations engaged in political  
17 activities, profit making ventures, religious ceremonies, or other similar activities. Organizations  
18 requesting facilities for social, cultural, or recreational purposes will not be permitted use of the  
19 facilities if they deny admission to the general public and/or the College community. Use of College  
20 facilities by commercial profit-making organizations will be limited to educational, cultural, and/or  
21 civic purposes.

22  
23 The use of any campus facilities is dependent on the needs of the College and the availability of  
24 space and related services for the scheduled time period. Priority for facility use will be given in the  
25 following order:

- 26  
27 1) College credit-generating activities;  
28 2) College non-credit and lifelong learning activities;  
29 3) Other College sponsored or College-related activities, including RCSJ Foundation-related  
30 activities;  
31 4) County agencies, or other county-related non-profit organizations in support of the RCSJ  
32 student population;  
33 5) Other non-profit or governmental organizations; then  
34 6) Other organizations, such as 501(c)(3), as appropriate to and consistent with the mission  
35 of the College.

36  
37 In all cases of facilities use, the College reserves the right to assign such additional personnel; e.g.,  
38 custodial, security, as necessary for adequate coverage of facilities and to assess the applicant for the  
39 costs involved.

40  
41 References:  
42 Rowan College of South Jersey Administrative Procedure, *5001 Use of Facilities*



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

4  
5 **REVISE**

6 Policy: 7105  
7 Title: **LACTATION ROOM ACCOMMODATIONS FOR**  
8 **EMPLOYEES AND STUDENTS**  
9 Area: Human Resources  
10 Approved: 07/01/19  
11 **Revised: TBD**

12  
13  
14 To support the health and well-being of all employees and students, the College will provide a  
15 lactation room that accommodates the needs of ~~nursing mothers~~ lactating parents.

16  
17 The lactation room will be available during normal College operating hours and will be a private,  
18 quiet space designated for ~~nursing mothers~~ lactating parents to express breast-milk.

19  
20 The President will have administrative procedures developed to implement this policy.  
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36 **References:**

37  
38 Rowan College of South Jersey Administrative Procedure, *7105 Lactation Room*  
39 *Accommodations for Employees and Students*



**RESOLUTION FOR AWARD OF MEDALLION  
CITIZENS AWARD FOR SERVICE TO THE COLLEGE**

**JEAN L. DUBOIS**

**WHEREAS**, the College, as a matter of practice at Commencement, seeks to honor outstanding citizens by awarding the Citizens Award for Service to the College; and

**WHEREAS**, **Jean L. DuBois** served the students and community of Rowan College of South Jersey as a Board Trustee beginning February 2011 through October 2021; and

**WHEREAS**, **Jean L. DuBois** while on the Board of Trustees of Rowan College of South Jersey served as Secretary of the Board from 2011 to 2020, and as such served on the Executive Committee; and


**WHEREAS**, **Jean L. DuBois** contributed many hours in active membership on various Board committees over her tenure, such as the Planning & Facilities, Finance, Personnel, Academic & Student Services and Continuing Education, and Policy Review committees, in addition to her steadfast participation at college functions and events in support of the College's mission.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey expresses its deepest appreciation to **Jean L. DuBois** for her dedication, contributions, and service to Rowan College of South Jersey by awarding her the College Medallion, "Citizens Award for Service to the College."

**ADOPTED** at the regular meeting of the Board of Trustees of Rowan College of South Jersey held on April 19, 2022.

**ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES**

  
Gene J. Concordia, Chair

  
Attest: Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION FOR AWARD OF MEDALLION  
CITIZENS AWARD FOR SERVICE TO THE COLLEGE**

**BENJAMIN T. GRIFFITH**

**WHEREAS**, the College, as a matter of practice at Commencement, seeks to honor outstanding citizens by awarding the Citizens Award for Service to the College; and

**WHEREAS**, **Benjamin T. Griffith** served and supported the students and college community of Rowan College of South Jersey as a Board Trustee commencing January 2015 through March 2022; and

**WHEREAS**, **Benjamin T. Griffith** while on the Board of Trustees of Rowan College of South Jersey served as Secretary of the Board, from 2020 to 2022 and as such served on the Executive Committee; and

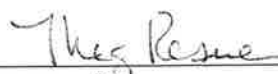
**WHEREAS**, **Benjamin T. Griffith** contributed many hours as an active member of Board committees over his tenure, such as on the Finance and the Planning & Facilities committees, as well as serving as Board Liaison to the Rowan College Foundation at Gloucester County, and as a gracious attendee at many functions and events over the years in support of the College's mission.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey expresses its deepest appreciation to **Benjamin T. Griffith** for his dedication, contributions, and service to Rowan College of South Jersey by awarding him the College Medallion, "Citizens Award for Service to the College."

**ADOPTED** at the regular meeting of the Board of Trustees of Rowan College of South Jersey held on April 19, 2022.

**ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES**

  
Gene J. Concordia, Chair

  
Attest: Meg Resue  
Special Assistant to the Board of Trustees





**RESOLUTION FOR AWARD OF MEDALLION  
CITIZENS AWARD FOR SERVICE TO THE COLLEGE**

**DR. GEORGE J. SCOTT**

**WHEREAS**, the College, as a matter of practice at Commencement, seeks to honor outstanding citizens by awarding the Citizens Award for Service to the College; and

**WHEREAS, Dr. George J. Scott** as a State of New Jersey Governor's appointment to the Board of Trustees under Governor James E. McGreevey in 2003, with reappointment by Governor Jon. S Corzine in 2008, and another reappointment by Governor Chris Christy in 2015, with his tenure coming to closure in 2019, following the merger of Rowan College at Gloucester County and Cumberland Community College; and

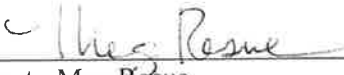
**WHEREAS, Dr. George J. Scott** while on the Board of Trustees of Rowan College of South Jersey served the students and community of Rowan College of South Jersey well, fulfilling his duties and responsibilities in his role as a Trustee with enthusiasm, diligence and integrity.

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey expresses its deepest appreciation to **Dr. George J. Scott** for his dedication, contributions, and service to Rowan College of South Jersey by awarding him the College Medallion, "Citizens Award for Service to the College."

**ADOPTED** at the regular meeting of the Board of Trustees of Rowan College of South Jersey held on April 19, 2022.

**ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES**

  
Gene J. Concordia, Chair

  
Attest: Meg Resue  
Special Assistant to the Board of Trustees

