

GLOUCESTER COUNTY COLLEGE
1400 Tanyard Road
Sewell, NJ 08080-9518

January 12, 2011

WORK SESSION MINUTES

Chair Gene J. Concordia called the Work Session of the Board of Trustees of Gloucester County College to order at 6:15 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Mr. Douglas J. Wills, Esq., Treasurer
Ms. Isabelita M. Abele, Secretary
Mr. Robert L. Bumpus
Dr. James Lavender
Mr. William C. Packer III
Dr. George J. Scott
Mrs. Virginia N. Scott
Dr. Russell A. Davis

Members Absent:

Ms. Yolette C. Ross, Vice Chair
Mr. Andrew A. DiNardo

Advisors Present:

Mr. Chris Gibson, Esq.
Mr. Fred Keating
Dr. Geraldine Martin
Mr. Cody Miller

Cabinet Present:

Ms. Judy Atkinson
Ms. Patty Claghorn
Ms. Karen Durkin
Mr. Joseph Getsinger
Ms. Beth Hall
Ms. Almarie Jones
Mr. Josh Piddington

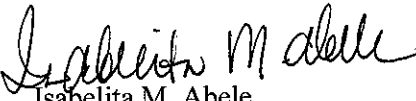
Dr. James J. Lavender was sworn in as a member of the Gloucester County College Board of Trustees by Mr. Chris Gibson, Esq. Dr. Lavender was appointed by Gloucester County Board of Chosen Freeholders to fill a vacated seat on the College Board of Trustees.

Chair Gene J. Concordia called the meeting to order and roll was taken. Chair Concordia recognized the Faculty Board Representative, Dr. Geraldine Martin, Mr. Fred Keating, County Education Liaison and Mr. Cody Miller, Student Government Representative. Chair Concordia turned the meeting over to Dr. Davis to present the *President's Report*. (attached)

At 6:25 p.m., Mr. Concordia read a resolution to go into Closed Session. Mrs. Scott made a motion, seconded by Mr. Packer, to approve the resolution. It was unanimously passed.

At 6:50 p.m., Mr. Bumpus made a motion to end both the Closed Session and the Work Session. Ms. Abel seconded the motion, and it was unanimously passed.

Respectfully submitted,


Isabelita M. Abele
Secretary



Gloucester County College

The President's Report

January 12, 2011

Enrollment

During the winter terms that ends this week, 459 students attended classes. This is an increase of 99.6% over last year, and the credit hours are 146.9% higher, at 1,701. And as of today, 5,241 students are enrolled for the spring semester which begins next week. At this time last year, we had 5,330 students enrolled. We are at 84% of our headcount goal, and 85% of our credit hours goal.

National Recognition by American Association of Community Colleges

Following a successful presentation by Dean Barbara Turner, Executive Director Karen Durkin and I at the American Association of Community Colleges conference in Seattle last year, I was proud to open an email invitation for the next conference in April (copy attached). Over 1200 institutions belong to the American Association of Community Colleges, and of all of the members nationwide, Dean Barbara Turner was selected to have her picture included on the invitation!

I am also pleased to inform you that the AACC has accepted my proposal and I have been invited to present "Wading Through the Waters: A President's Survival Kit" at the convention in New Orleans in April.

Continuing Education Success Recognition

I was delighted to accept the many accolades bestowed upon Gloucester County College's Continuing Education department at this week's New Jersey Council of County College's President's meeting. Recognition honors included:

- 2010 Customized Training Performance – For the second consecutive year, GCC's Division of Continuing Education had the largest number of non-credit customized training registrations among all of the 19 community colleges. In fiscal 2010, GCC's Continuing Education Division produced 11,530 registrations for 32,862 clock hours. In comparison, the second largest contributor of registrations was Brookdale Community College with 5,982 registrations and 23,150 clock hours.
- NJBIA Success – As a part of the \$3 million Consortium of Community Colleges New Jersey Business and Industry Association Grant, our Continuing Education Department has been a leader in the delivery of free Microsoft Office and Customer Service Courses. In fact, we have delivered more courses than any other community college in Southern New Jersey, with 26 classes delivered this year. Because of our performance in exceeding the expected quota of grant training (based on a percentage of eligible businesses) GCC will be compensated differently than the other community

colleges, receiving 70% of the gross revenue per course, versus 10% of the gross revenue per course. On a typical computer class with ten students, this translates to approximately \$980 in gross revenue as opposed to \$444 in gross revenue.

- NJBIA Article – Because of our success with this program, GCC was featured in a recent edition of New Jersey Business and Industry Magazine (copy attached). Our customer, Advanced Drainage Systems from Logan Township, took advantage of this training to provide computer skills training to their workforce. All of the training was provided on site at Advanced Drainage by the Division of Continuing Education.

Continuing Education Business and Industry Training Grant Award

I am pleased to inform you that the State Department of Labor and Workforce Development has approved a \$49,600 training grant application for Universal Supply. Universal Supply is a leading distributor of building supplies with multiple locations throughout New Jersey. This grant, facilitated by Allen Magid, Sales Manager for the Gloucester County College Division of Continuing Education, will provide 258 employees at Universal Supply with training in customer service, leadership and business communications. This is our second grant with Universal Supply, and they are also a partner with us in our GCC OSHA Grant.

Anime Convention

On Friday and Saturday, January 14 and 15, the GCC Anime and Japanese Gaming Club will host its Second Annual KotoriCon Convention. Over 125 tickets have been sold to date for this get-together of Japanese animation enthusiasts. It includes live music, video game tournaments, demonstrations, comedians, publishers, video producers, artists, and a cosplay contest parade with fans dressed in Anime character. An iphone/android app is available for viewing the schedule. Last year, this event raised over \$4,000, some of which was donated to charity and applied towards the Anime Club's events.

Dates to Remember:

January

12	Board of Trustee meeting – Library Board Room, 6:15 pm
14, 15	KotoriCon Anime Convention – College Center, 5–9 pm 1/14; 9 am–8 pm 1/15
15	Last day of Winter semester sessions
17	College Closed – Holiday
18	Professional Development Day
19	First day of Spring semester

February

2	Board of Trustee meeting – Library Board Room, 6:15 pm
28	NJCCC Trustee Seminar – Forsgate Country Club, 5 pm

GLOUCESTER COUNTY COLLEGE
1400 Tanyard Road
Sewell, NJ 08080-9518

January 12, 2011

REGULAR SESSION MINUTES

Chair Gene J. Concordia, who advised that proper notification of the meeting had been given in accordance with the Sunshine Law Requirements, called the Regular Session of the Board of Trustees of Gloucester County College to order at 6:52 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Mr. Douglas J. Wills, Esq., Treasurer
Ms. Isabelita M. Abele, Secretary
Mr. Robert L. Bumpus
Dr. James Lavender
Mr. William C. Packer III
Dr. George J. Scott
Mrs. Virginia N. Scott
Dr. Russell A. Davis

Members Absent:

Ms. Yolette C. Ross, Vice Chair
Mr. Andrew A. DiNardo

Advisors Present:

Mr. Chris Gibson, Esq.
Mr. Fred Keating
Dr. Geraldine Martin
Mr. Cody Miller

Cabinet Present:

Ms. Judy Atkinson
Ms. Patty Claghorn
Ms. Karen Durkin
Mr. Joseph Getsinger
Ms. Beth Hall
Ms. Almarie Jones
Mr. Josh Piddington

Mr. Concordia, Chair, led the Pledge of Allegiance and roll was taken.

ACCEPTANCE OF MINUTES

Chair Concordia declared the December 8, 2010, Reorganization, Work, Closed & Regular Session Minutes the December 13, 2010 Special & Closed Session Minutes approved as amended and presented. In the *December 13, 2010 Special Session Minutes*, the last statement, under heading 'Personnel', paragraph four, was amended per Trustee Wills request to reflect his commentary more accurately.

REGULAR SESSION MINUTES

January 12, 2011

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FACILITIES/PROPERTY

Change Order: Ray Angelini, Inc.

On the recommendation of the President, Mr. Packer made a motion, seconded by Mr. wills and unanimously approved change order number one (1) crediting back to the College \$1,227.07 from the original contract awarded to Ray Angelini, Inc.

ACADEMIC AND STUDENT SERVICES

Approval to Accept Funds: Lindback Foundation – Distinguished Teaching Award

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus and unanimously approved, to accept funds from the Christian R. and Mary F. Lindback Foundation, in the amount of \$4,000.00.

Approval to Accept Funds: Gloucester County Cultural & Heritage Commission – Special Arts Project Grant

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus and unanimously approved, to accept funds from the Gloucester County Cultural & Heritage Commission – Special Arts Project FY 2011, in the amount of \$4,250.00.

Approval to Accept Funds: Gloucester County Division of Senior Services – Friendly Visitor Focusing on Reading & Writing Program

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus and unanimously approved, to accept funds from the Gloucester County Division of Senior Services – Friendly Visitor Focusing on Reading & Writing Program, in the amount of \$5,620.00.

Approval to Accept Funds: Gloucester County Division of Senior Services – RSVP Senior Corps/Community Service Corps Wellness Program

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus and unanimously approved, to accept funds from the Gloucester County Division of Senior Services – RSVP Senior Corps/Community Service Corps Wellness Program, in the amount of \$7,320.00.

FINANCE

Financial Statements

Information: The Comparative Statement of Revenue & Expenditures for the month ending November 30, 2010, was presented to the Board. (attached)

REGULAR SESSION MINUTES

January 12, 2011

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PERSONNEL

Education/General Fund Actions

One (1) Appointment

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Packer and unanimously passed, to approve the one (1) appointment. (Detail attached)

- Greg Bethusim

Two (2) Reclassifications

On the recommendation of the President, Mrs. Scott made a motion, seconded by Dr. Scott and unanimously passed to approve two (2) reclassifications. (Detail attached)

- Megan Ruttler
- Courtney Taormina

Five (5) Part Time Hires

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Packer, and unanimously passed, to approve five (5) part time hires. (Detail attached)

- Candice Elsesser
- Diane Gibson
- Kathleen Leader
- Yolanda Wells
- Maryann Widen

One (1) Resignation

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Abele and passed, to approve one (1) resignation. (Detail attached)

- Herman Winters

One (1) Transfer

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Wills and passed, to approve one (1) transfer. (Detail attached)

- Mindy Tanenbaum

Three (3) Additions to 2010-11 Adjunct List

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Wills and unanimously passed, to approve three (3) additions to 2010-11 adjunct list.

- Joseph Assalone
- Darlene Berger
- Christopher Pascucci

REGULAR SESSION MINUTES

January 12, 2011

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OTHER

Resolution of Litigation

On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Packer and unanimously passed, to approve a resolution authorizing settlement of litigation. (not attached due to legal confidentiality constraints)

Public Portion

Mr. Concordia addressed the Board and the Public on the status of campus wide no smoking ban issue that was brought before the Board at the January Board meeting. Due to having several new Board members recently appointed, and since they were not present for many of the discussions, he would like to bring them up to speed on the policy issue before it is presented to the Board for a vote. He commended Mr. Miller, SGA Student Representative on expressing the viewpoints of his fellow students.

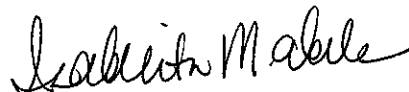
Mr. Cody Miller addressed the Board thanking them for their continued attention to the smoking ban issue. He went on to inform the Board that the Student Government Association would utilize money gained in association with the Anime Convention to purchase recycling containers for campus classrooms in an effort to support GCC continuing efforts to become a 'green' campus.

Mr. Ray Page, GCC Foundation Liaison provided the Board with a Foundation update report with items as followed:

- He brought attention to the *Gloucester County Times* for having published a piece on the Homans gift to the Foundation;
- An endowment has been started by the family of former Board Member Henry Chudzinski;
- The Shirley Hazelton Estate bequeathed the Foundation \$50,000 as well as a sizable collection of CDs for the music department, and
- The foundation will hold its Gala at Auletto's on Saturday, April 16th. Former Board Members, John Wallace and Barbara Wallace will be this year's honorees.

At 7:13 p.m., Mr. Wills made a motion, seconded by Mr. Bumpus and unanimously passed, to end Regular Session and adjourn.

Respectfully submitted,



Isabelita M. Abele
Secretary



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE
BOARD OF TRUSTEES ACCEPTING
CHANGE ORDER WITH RAY ANGELINI, INC.
FOR THE PROJECT KNOWN AS DATA CENTER RENOVATIONS**

WHEREAS, there existed a need by Gloucester County College to renovate the College Data Center, thereby providing current technology to its students and employees; and

WHEREAS, in accordance with New Jersey's Public Bidding and Contracting laws the project was awarded to Ray Angelini, Inc., in an amount not to exceed \$364,800; and

WHEREAS, at the completion of the project the cost to Gloucester County College was calculated to be \$1,227.07 less than the estimated cost of \$364,800.

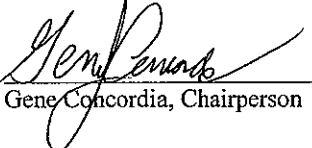
NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees on the 12th day of January, 2011 that the College will accept, in accordance with N.J.A.C. 5:34-4 and in favor of Gloucester County College, Change Order No. 1 in the amount of \$1,227.07 thereby reducing the amount of the project from \$364,800 to \$363,572.93, this is being done without an impact on the scope of the project

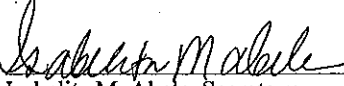
BE IT FURTHER RESOLVED, that the College has performed the following requirements as set forth in the laws and Codes of the State of New Jersey:

1. By the adoption of this Resolution, the College has assured that the issuance of Change Order #1 is authorized under New Jersey Public Contracts Laws.
2. This Resolution is passed prior to execution of the Change Order.
3. The College shall cause to be printed in the authorized newspaper a copy of the Resolution including the amount to be expended and the original contract price.
4. The College shall cause to be reported this change in their annual audit. The Authority shall report to the New Jersey Division of Local Government Services all changes from the preceding year that exceeded the 20% limitation, or as with this project showed a cost savings. This report shall be made on a form provided by the New Jersey Division of Local Government Services and shall contain all required and/or necessary information.

CERTIFICATION

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held January 12, 2011.


Gene Concordia, Chairperson

Attested: 
Isabelita M. Abele, Secretary
Board of Trustees



GLOUCESTER COUNTY COLLEGE
COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURES
FOR THE MONTH ENDING NOVEMBER 30, 2010

	11/30/2010			11/30/2009			FY11 vs FY10		
	Budget Amount	Y-T-D	% of Budget	09/10 Budget	09/10* Actuals	Y-T-D	% of Budget	Change Between Years	% Change Between Years
Current Operating Revenues									
Educational and General									
Student Tuition	\$ 12,386,538	\$ 6,551,707	52.89%	\$ 11,815,823	\$ 12,059,054	\$ 9,260,459	78.37%	\$ (2,708,752)	-29.25%
Fees	5,908,177	3,158,550	53.46%	5,564,132	5,636,044	4,375,640	78.64%	(1,217,090)	-27.82%
Out of County	32,000	15,995	49.98%	30,000	25,460	16,704	0.00%	(709.00)	0.00%
Government Appropriations									
State	5,041,384	2,100,205	41.66%	5,240,524	5,428,524	2,363,450	45.10%	(263,245)	-11.14%
County	7,654,944	3,827,472	50.00%	8,454,942	8,454,944	4,227,472	50.00%	(400,000)	-9.46%
Other Revenues	211,704	62,309	29.43%	201,059	146,788	78,213	38.90%	(15,904)	-20.33%
Auxiliary Enterprises**	342,500	198,950	58.09%	585,800	410,946	96,177	16.42%	102,773	106.86%
Total Operating Revenues	\$ 31,577,247	\$ 15,915,188	50.40%	\$ 31,892,280	\$ 32,161,760	\$ 20,418,115	64.02%	\$ (4,502,927)	-22.05%
Current Operating Expenditures									
Instruction	\$ 13,994,580	\$ 4,681,996	33.46%	\$ 13,483,910	\$ 14,239,114	\$ 4,359,506	32.33%	322,490	7.40%
Academic Support	3,655,476	1,140,916	31.21%	3,115,962	2,890,107	1,007,644	32.34%	133,272	13.23%
Student Services	4,269,500	1,522,537	35.66%	3,889,645	4,144,113	1,461,621	37.58%	60,916	4.17%
Institutional Support	4,728,594	1,891,321	40.00%	5,583,635	5,586,605	1,940,848	34.76%	(49,527)	-2.55%
Operating & Maintenance	5,213,865	1,789,571	34.32%	4,615,254	3,982,355	1,433,820	31.07%	355,751	24.81%
Leasing Expenses	88,550	17,528	19.79%	141,000	156,516	72,140	51.16%	(54,612)	-75.70%
Retiree Benefits	375,044	146,243	38.99%	314,512	320,790	125,376	39.86%	20,867	16.64%
Total Operating Expenditures	\$ 32,325,609	\$ 11,190,112	34.62%	\$ 31,143,918	\$ 31,319,600	\$ 10,400,955	33.40%	789,157	7.59%
Budget Subsidy	\$ (748,362)	\$ 4,725,076		\$ 748,362	\$ 842,160	\$ 10,017,160			
Fy10 Excess - reserve for FY11 budget									

* 09/10 Actuals are finalized

** The Y-T-D for Auxiliary Enterprises for 11/30/2010 is detailed on page 2.

GLOUCESTER COUNTY COLLEGE

Deptford Township

Sewell, NJ 08080

BOARD MEETING

DATE: 1/12/2011

PERSONNEL ACTIONS

STATEMENT OF FACTS:

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

One (1) Appointment:

Greg Bethusim, Mr. Bethusim has his M.S. and B.A. degrees from Rutgers University. He has worked as an instructor for the past six years at Burlington County College. He has taught as an adjunct professor for Rutgers University and Rowan University.

Reason: Replacement (retirement Soheir Said)

Title: Instructor I

Salary Band: S2 \$40,000 – 68,941.50 – 97,883

Salary: \$46,000 per annum, prorated

Start Date: 1/01/2011

Two (2) Reclassification:

Megan Rutler, from Admissions/Recruitment Coordinator, \$28,500 per annum, to Student Recruiter, \$28,500 per annum, Effective date to be determined

Courtney Taormina, from Team Coordinator, Level III, Student Services, \$15.24 per hour, to Admissions/Recruitment Coordinator, \$28,500 per annum, prorated, effective date to be determined

Five (5) Part Time Hires:

Candice Elsesser- EOF Tech. \$8.50 per hour

Diane Gilson- Science Laboratory Tech. \$17.00 per hour

Kathleen Leader- Veterans Education Tech. \$15.00 per hour

Yolanda Wells- Tech. Enrollment Services \$8.25

Maryann Widen- Volunteer Services Coordinator \$10.00

One (1) Resignation

Herman Winters Student Affairs Assistant, effective 12/21/2010

One (1) Transfer

Mindy Tanenbaum, Student Recruiter, effective 1/13/2011

Three (3) Additions to the 2010-11 Adjunct list:

Joseph Assalone – Business Studies

Darlene Berger – Business Studies

Christopher Pascucci – Business Studies

PRESIDENT'S RECOMMENDATION:

Recommend approval of actions listed above.

Morganti, Danielle

From: Winters, Herman A.
Tuesday, December 21, 2010 10:45 AM
To: Morganti, Danielle
Subject: Resignation

Danielle Morganti,

As of today 12/21/2010, I would like to put in my resignation as Student Affairs Assistant.

I would like to thank you for the opportunity that you have given me. I decided to re-enlist back into the Marine Corps.

I would like to use the rest of my Comp time, floating holiday, and vacation time to make up the days we will be off from


Work because of the holiday.

Thank you again for all that you have done for me.



Oath for Members of the Gloucester County College Board of Trustees

I, **James J. Lavender**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Government established in the United States and in this State, and that I will faithfully, impartially and justly perform all of the duties of the office as a member of the Board of Trustees of Gloucester County College to the best of my ability, so help me God.


James J. Lavender

*Sworn to and subscribed before me
this 12th Day of January, 2011*


Christopher R. Gibson, Esquire