

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

March 2, 2011

WORK SESSION MINUTES

Chair Gene J. Concordia called the Work Session of the Board of Trustees of Gloucester County College to order at 6:18 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Ms. Yolette C. Ross, Vice Chair
Mr. Douglas J. Wills, Esq., Treasurer
Ms. Isabelita M. Abele, Secretary
Mr. Robert L. Bumpus (6:20p.m.)
Mr. Andrew A. DiNardo
Ms. Jean L. DuBois
Dr. James Lavender
Mr. William C. Packer III
Dr. George J. Scott (6:27p.m.)
Dr. Russell A. Davis

Members Absent:

Mrs. Virginia N. Scott

Advisors Present:

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

Cabinet Present:

Ms. Judy Atkinson
Mr. Nick Burzichelli
Ms. Patty Claghorn
Ms. Karen Durkin
Mr. Joseph Getsinger
Ms. Beth Hall
Mr. John Henzy
Ms. Almarie Jones
Ms. Danielle Morganti
Mr. Josh Piddington
Ms. Ilene Shute

Chair Gene J. Concordia called the meeting to order and roll call 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)

WORK SESSION MINUTES

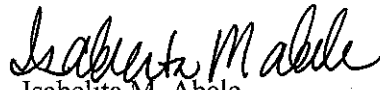
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At 6:20 p.m., Mr. Concordia read a resolution to go into Closed Session. Ms. Ross made a motion, seconded by Dr. Lavender, to approve the resolution. It was unanimously passed.

At 7:03 p.m., Dr. Lavender made a motion to end both the Closed Session and the Work Session. Ms. Abele seconded the motion, and it was unanimously passed.

Respectfully submitted,



Isabelita M. Abele

Secretary

Notes taken by M. Resue



Gloucester County College

The President's Report

March 2, 2011

Student Success:

Instant Decision Transfer Day: On February 16th, graduating students were invited to meet with admission representatives from senior colleges and receive an instant decision on admission for the fall semester. I am pleased to report that 438 interviews were conducted and 406 immediate acceptance offers were made. Additionally, 30 decisions are pending further consideration. Rowan, Stockton, Widener, Rutgers, Fairleigh Dickinson, Rider, Drexel, Drexel@BCC, Temple, Wilmington, Montclair, and the University of Maryland University College participated in Instant Decision Transfer Day.

College Recognition:

Gloucester County College continues to be recognized nationally and I am honored to announce that I have been invited to present at the American Association of Community College's Future Leaders Institute in Baltimore this summer. This elite professional development institute focuses on preparing community college administrators to move into higher level leadership positions. The topic of my session will be: "The Joys of Leadership". I have also been asked to meet with the vice presidents that will concurrently be attending the Future Leaders Institute Advanced program, which is for senior administrators interested in becoming college presidents.

Dates to Remember:

March

- 7 – 13 Spring Recess – no classes
- 7 – 8 College Holiday
- 17 GCC Open House recruitment event – College Center, 6-8 pm
- 30 President/Deans' List Ceremony – Fine Arts Center, 6:00 pm

April

- 6 Board of Trustee meeting – Library Board Room, 6:15 pm
- 16 Foundation Gala – Auletto's, 6:30 pm
- 21 All College Day – no classes
- 22 College Holiday
- 23 – 24 No classes

May

- 4 Board of Trustee Meeting – Library Board Room, 6:15 pm
- 13/14/15 End of weekday/Saturday/Sunday classes
- 16 Nurses' Pinning Ceremony - Gymnasium, 6 pm
- 17 Athletic Banquet – Masso's
- 18 President's Awards Ceremony - Gymnasium
- 19 Adult High School Recognition Ceremony – Gymnasium
- 20 Commencement - 6 pm
- 23 Summer Session I begins
- 30 College Holiday

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

March 2, 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 7:05 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Ms. Yolette C. Ross, Vice Chair
Mr. Douglas J. Wills, Esq., Treasurer
Ms. Isabelita M. Abele, Secretary
Mr. Robert L. Bumpus
Mr. Andrew A. DiNardo
Ms. Jean L. DuBois
Dr. James Lavender
Mr. William C. Packer III
Dr. George J. Scott
Dr. Russell A. Davis

Members Absent:

Mrs. Virginia N. Scott

Advisors Present:

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

Cabinet Present:

Ms. Judy Atkinson
Mr. Nick Burzichelli
Ms. Patty Claghorn
Ms. Karen Durkin
Mr. Joseph Getsinger
Ms. Beth Hall
Mr. John Henzy
Ms. Almarie Jones
Ms. Danielle Morganti
Mr. Josh Piddington
Ms. Ilene Shute

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

ACCEPTANCE OF MINUTES

Chair Concordia declared the February 2, 2011, Work, Closed & Regular Session Minutes approved as presented.

REGULAR SESSION MINUTES

March 2, 2011

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FACILITIES/PROPERTY

- No Reports

ACADEMIC & STUDENT AFFAIRS

- No Reports

FINANCE

Financial Statements

Information: The Comparative Statement of Revenue & Expenditures for the month ending January 31, 2011, was presented to the Board. (attached)

PERSONNEL

Education/General Fund Actions

Fiscal Year 2011-12 Holiday Calendar

On the recommendation of the President, Ms. Ross made a motion, seconded by Dr. Lavender and unanimously passed to approve the Fiscal Year 2011-12 Holiday Calendar. (attached)

Fiscal Year 2012-13 Holiday Calendar

On the recommendation of the President, Ms. Ross made a motion, seconded by Dr. Lavender and unanimously passed to approve the Fiscal Year 2012-13 Holiday Calendar. (attached)

Two (2) Appointments

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Bumpus and unanimously passed to approve two (2) appointments. (Detail attached)

- Thomas Funk
- Sean Pignatelli

Two (2) Reclassifications

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Bumpus and unanimously passed to approve two (2) reclassifications. (Detail attached)

- Victoria Gall
- Naomi Nelson

REGULAR SESSION MINUTES

March 2, 2011

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Education/General Fund Actions - con't

One (1) Termination

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Bumpus and unanimously passed to approve one (1) termination effective 2/23/2011.

- Cathy Robinson

Two (2) Promotions

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Bumpus and unanimously passed to approve one (1) termination. (Detail attached)

- Danielle Morganti
- Christina Kulisek

OTHER

Art Donations

On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Bumpus and unanimously approved, to accept the following art donations to be added to the Gloucester County College Permanent Art Collection for a value of \$750.00.

- One (1) framed oil painting, by Simone Avitello.
- One (1) framed portrait of George Vail, by Woody Platt

Public Portion

Mr. Ray Page on behalf of the Foundation announced the following items:

- GCC was going to receive from the estate of former employee, Shirley Hazelton, the sum of \$50,000. The Foundation now has assets totaling \$2,000,000.
- Invited everyone to purchase tickets and attend the Foundation Gala on April 16th at Auletto's
- Invited everyone to attend the NAACP Scholarship Endowment Ceremony on Thursday, March 3rd at 4:00p.m. in the mezzanine located in the College Center.

Dr. Davis acknowledged Phi Theta Kappa for having been named a 'Five Star Chapter' for the eleventh year in a row, of which, GCC's very own Cody Miller is a member. The Chapter is under the leadership of Mr. John Ortiz and Dr. Davis congratulated on him on the 'great work he does with our students'.

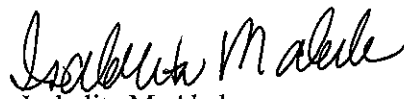
REGULAR SESSION MINUTES

March 2, 2011

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At 7:15 p.m., Mr. DiNardo made a motion, seconded by Mr. Bumpus and unanimously passed, to end Regular Session and adjourn.

Respectfully submitted,



Isabelita M. Abele
Secretary

Notes taken by M. Resue

GLOUCESTER COUNTY COLLEGE
COMPARATIVE STATEMENT OF REVENUE AND EXPENDITURES
FOR THE MONTH ENDING JANUARY 31, 2011

	1/31/2011			1/31/2010			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	\$ 12,243,768	98.85%	\$ 11,815,823	\$ 12,059,054	\$ 11,497,200	97.30%	\$ 746,568	6.49%
Fees	5,908,177	5,834,495	98.75%	5,564,132	5,636,044	5,252,524	94.40%	581,971	11.08%
Out of County	32,000	20,595	64.36%	30,000	25,460	16,704	55.68%	3,891.00	23.29%
Government Appropriations									
State	5,041,384	2,940,287	58.32%	5,240,524	5,428,524	3,308,830	63.14%	(368,543)	-11.14%
County	7,654,944	3,827,472	50.00%	8,454,942	8,454,944	6,341,208	75.00%	(2,513,736)	-39.64%
Other Revenues	211,704	78,845	37.24%	201,059	146,788	97,317	48.40%	(18,472)	-18.98%
Auxiliary Enterprises**	342,500	295,741	86.35%	585,800	410,946	177,666	30.33%	118,075	66.46%
Total Operating Revenues	\$ 31,577,247	\$ 25,241,203	79.93%	\$ 31,892,280	\$ 32,161,760	\$ 26,691,449	83.69%	\$ (1,450,246)	-5.43%
Current Operating Expenditures									
Instruction	\$ 13,994,580	\$ 7,551,100	53.96%	\$ 13,483,910	\$ 14,239,114	\$ 6,897,647	51.15%	653,453	9.47%
Academic Support	3,655,476	1,650,474	45.15%	3,115,962	2,890,107	1,483,804	47.62%	166,670	11.23%
Student Services	4,269,500	2,253,143	52.77%	3,889,645	4,144,113	2,103,946	54.09%	149,197	7.09%
Institutional Support	4,728,594	2,715,258	57.42%	5,583,635	5,586,605	2,883,814	51.65%	(168,556)	-5.84%
Operating & Maintenance	5,213,865	2,739,699	52.55%	4,615,254	3,982,355	2,086,846	45.22%	652,853	31.28%
Leasing Expenses	88,550	23,369	26.39%	141,000	156,516	77,806	55.18%	(54,437)	-69.97%
Retiree Benefits	375,044	208,607	55.62%	314,512	320,790	177,764	56.52%	30,843	17.35%
Total Operating Expenditures	\$ 32,325,609	\$ 17,141,650	53.03%	\$ 31,143,918	\$ 31,319,600	\$ 15,711,627	50.45%	1,430,023	9.10%
Budget Subsidy	\$ (748,362)	\$ 8,099,553		\$ 748,362	\$ 842,160	\$ 10,979,822			
Fy10 Excess - reserve for FY11 budget									

* 09/10 Actuals are finalized
** The Y-T-D for Auxiliary Enterprises for 1/31/2011 is detailed on page 2.

GLOUCESTER COUNTY COLLEGE

Deptford Township
Sewell, NJ 08080

BOARD MEETING

DATE: 3/2/11

PERSONNEL ACTIONS

STATEMENT OF FACTS:

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

BACKGROUND:

Fiscal Year 2011-12 Holiday Calendar (See attached)

Fiscal Year 2012-13 Holiday Calendar (See attached)

Two (2) Appointments:

Thomas Funk. Mr. Funk has worked for the past eleven years as a Supervisor of Maintenance and Grounds for Paulsboro High School where his responsibilities included repair, maintenance and preventive maintenance on tools, lawn equipment, tractors, front end loaders, etc. He prepared all fields for sporting events and maintained cutting of all fields for three schools and the administration building.

Reason: New position to assist grounds with new buildings (CEC and Herbert)
Title: Grounds/Utility Person
Salary Band: H8 \$14.27 – \$19.16 – \$24.04
Salary: \$14.27 per hour
Start Date: 3/7/11

Sean Pignatelli. Mr. Pignatelli worked for the DCR Emergency Squad for four years where his responsibilities included maintaining ambulances and equipment, cleaning of the lounge areas and facilities, and responding to emergency calls.

Reason: Replacement (Andy Colo transferred to Grounds)
Title: Custodian
Salary Band: H6 \$14.00 – \$18.75 – \$23.49
Salary: \$14.00 per hour
Start Date: 3/7/11

Two (2) Reclassifications:

Victoria Gall, from Marketing and Media Assistant, \$14.12 per hour, to Public Relations and Marketing Technician, \$14.94 per hour, effective 3/7/11

Naomi Nelson, from Administrator, Grants and Sponsored Projects, \$41,600 per annum, to Director, Grants and Sponsored Projects, \$50,200 per annum, prorated, effective 3/7/11

One (1) Termination:

Cathy Robinson, Custodian (Black Seal), effective 2/23/11

Two (2) Promotions:

Danielle Morganti, from Acting Executive Director, Human Resources, \$77,317 per annum, to Executive Director, Human Resources, \$78,000 per annum, effective 7/1/10

Christina Kulisek, from Technician, Enrollment Services (part time), \$8.25 per hour, to Team Coordinator, Level III, \$14.12 per hour, effective 3/7/11

PRESIDENT'S RECOMMENDATION:

Recommend approval of actions listed above.

COLLEGE HOLIDAYS 2011-12

Monday	July 4, 2011	Holiday, Independence Day
Monday	September 5, 2011	Holiday, Labor Day
Thursday	November 24, 2011	Holiday, Thanksgiving Day
Friday	November 25, 2011	College Holiday
Monday	December 26, 2011	College Holiday
Friday	December 30, 2012	Holiday, New Year's Day
Monday	January 16, 2012	Holiday, Martin Luther King
Thursday	March 26, 2012	College Holiday
Friday	March 27, 2012	College Holiday
Friday	April 6, 2012	College Holiday
Monday	May 28, 2012	Holiday, Memorial Day

Three (3) Floating Holidays

COLLEGE HOLIDAYS 2012-13

Wednesday	July 4, 2012	Holiday, Independence Day
Monday	September 3, 2012	Holiday, Labor Day
Thursday	November 22, 2012	Holiday, Thanksgiving Day
Friday	November 23, 2012	College Holiday
Monday	December 24, 2012	College Holiday
Tuesday	December 25, 2012	Holiday, Christmas Day
Tuesday	January 1, 2013	Holiday, New Year's Day
Monday	January 21, 2013	Holiday, Martin Luther King
Thursday	March 28, 2013	College Holiday
Friday	March 29, 2013	College Holiday
Monday	May 27, 2013	Holiday, Memorial Day

Three (3) Floating Holidays