

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

March 11, 2014

REGULAR SESSION MINUTES

Chair Gene J. Concordia called the Regular 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 Concordia
Mr. Len Daws
Ms. Jean DuBois
Dr. James Lavender
Mrs. Ruby Love
Mr. Cody Miller
Ms. Yolette Ross
Mrs. Virginia Scott
Mr. Douglas Wills, Esq.
Dr. Fred Keating, President, Ex-Officio

Members Absent:

Mr. Thomas Dowd
Dr. George Scott

Executive Cabinet Present:

Ms. Judy Atkinson
Mr. Dominick Burzichelli

Advisor Present:

Mr. Christopher Gibson, Esq.
Dr. Geraldine Martin
Mr. Leon Purvis

After the reading of the Sunshine notice, Ms. Yolette Ross, Vice Chair, led the group in the Pledge of Allegiance. This was followed with roll call by the Board Secretary, Jean DuBois.

Chair Concordia welcomed and acknowledged Dr. Geraldine Martin, Faculty Representative and Mr. Leon Purvis, representing Student Government this evening. He also welcomed Mr. Patrick Mulranen and Ms. Jessica Friend, who were covering the Board of Trustee meeting as part of their journalism course assignment. After Mr. Concordia's greetings, he asked to move forward with the recognition portion of the agenda.

RECOGNITION

Student Government Association Report – (Judith Atkinson, Vice President Student Services)

Vice President Atkinson introduced Mr. Leon Purvis, SGA Freshmen Senator, who was sitting in for Mr. Corey Jeffries this evening. Mr. Purvis discussed upcoming SGA events and a flash mob idea, still in the planning stage, to bring the college community together with SGA. President Keating added that Leon is one of his advisors and he provides valuable information to him from the student perspective. He has been especially helpful with advice related to the transition to *Rowan College at Gloucester County*.

REGULAR SESSION MINUTES

March 11, 2014

Page 2

PRESIDENT'S REPORT

President Keating asked Vice President Atkinson to highlight the March 6th Open House which unveiled *Rowan College at Gloucester County*. Ms. Atkinson mentioned that attendance was better than expected. There was much energy and everyone seemed to be pleased. President Keating agreed with Ms. Atkinson and shared several conversations he had with prospective students as well as relatives of prospective students that support the positive impact of the partnership with Rowan University and the college name change.

President Keating gave a PowerPoint presentation of the 2015 budget, which would be taken to a vote later in the meeting under Finance.

COMMUNICATIONS

Mrs. Virginia Scott read an email from Trustee Thomas J. Dowd announcing his reassignment to Ocean County effective March 6, 2014 (attached).

ACCEPTANCE OF MINUTES

Chair Concordia declared the February 11, 2014 Regular Session Minutes approved as presented.

FINANCE

- Elizabeth Hall, Executive Director, Financial Services

Statement: Month Ending January 31, 2014

Information: The Comparative Statement of Revenue & Expenditures was presented to the Board (attached).

Revised FY2014 Operating Budget

On the recommendation of the President, Mr. Wills made a motion, seconded by Mrs. Scott, unanimously approving the revised FY2014 operating budget as the official College budget for the fiscal year (attached).

FY2015 Operating Budget

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. Ross, unanimously approving the FY2015 operating budget as the official College budget for the fiscal year (attached).

FY2015 Capital Budget

On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Daws, unanimously approving the FY2015 \$3,200,000 capital projects budget ("ch. 12") as the official College capital projects budget ("ch. 12") for the fiscal year (attached).

REGULAR SESSION MINUTES

March 11, 2014

Page 3

FACILITIES/PROPERTY

- Dominick Burzichelli, Vice President and Chief Operating Officer

Approval to Accept and Sign: Shared services agreement between the County of Gloucester and Gloucester County College for the operation of the Gloucester County Workforce Investment Board

On the recommendation of the President, Ms. DuBois made a motion, seconded by Ms. Ross, unanimously approving to accept and sign a shared services agreement between the County of Gloucester and Gloucester County College for the operation of the Gloucester County Workforce Investment Board

Approval to Sign: Ellucian maintenance and support contract

On the recommendation of the President, Ms. DuBois made a motion, seconded by Dr. Lavender, unanimously approving that the President and Vice President and Chief Operating Officer negotiate and execute any and all necessary documents for the 2014-2018 5-year Ellucian software maintenance contract to be effective April 1, 2014.

Non-Fair and Open Process: Exley's Landscaping Services, Inc. Landscape and Snow Removal Services

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mrs. Scott, unanimously approving the Non-Fair and Open Process resolution for Exley's Landscaping Services, Inc. for landscape and snow removal services.

Non-Fair and Open Process: I.C.E. Construction Services

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mrs. Love, unanimously approving the Non-Fair and Open Process resolution for Industrial Commercial Enterprises (I.C.E) for construction services for the renovation of College Center classroom 206 into office space pursuant to N.J.S.A. 19:44A-20.4.

Non-Fair and Open Process: J. Ferry Fence, Inc. Construction Services

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Daws, unanimously approving the Non-Fair and Open Process resolution for J. Ferry Fence, Inc., for construction services for the purchase, fabrication and installation of a baseball backstop pursuant to N.J.S.A. 19:44A-20.4.

Mr. Burzichelli announced that late this past Friday afternoon the Go Bond had been received and two bid awards were being added to tonight's agenda for construction services related to the bonds. He stated that this is very exciting and hopes to bring other project awards forward in April.

Bid Award Nursing Allied Health Center: Arthur J. Ogren, Inc.

On the recommendation of the President, Ms. DuBois made a motion, seconded by Dr. Lavender, unanimously approving a contract with Arthur J. Ogren Inc. of Vineland, New Jersey, as lowest responsible, responsive bidder to construct a new two story, 41,418 square foot Nursing and Allied Health Center for \$8,186,500 base bid and alternates 1-5.

REGULAR SESSION MINUTES

March 11, 2014

Page 4

Bid Award Student Services College Readiness Now Center: Arthur J. Ogren, Inc.

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Miller, unanimously approving a contract with Arthur J. Ogren Inc. of Vineland, New Jersey, as lowest responsible, responsive bidder to construct a 20,345 square foot addition to and renovation of Student Services College Readiness Now Center for \$4,446,000 base bid and alternates 3, 5, and 6.

ACADEMIC & STUDENT SERVICES

Approval to Accept: Funding for the Senior Corps/Community Service Corps from the Corporation for National and Community Service

On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. Ross, unanimously approving a resolution to accept funding for the Senior Corps/Community Service Corps from the Corporation for National and Community Service for April 1, 2014 – March 31, 2015, in the amount of \$59,673.

Approval to Accept and Sign: Funding agreement from the Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor focusing on Reading & Writing Program Grant

On the recommendation of the President, Dr. Lavender made a motion, seconded by Ms. DuBois, unanimously approving a resolution to accept funding from the Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor focusing on Reading & Writing Program Grant for January 1, 2014 – December 31, 2014, in the amount of \$5,620.

Approval to Accept and Sign: Funding agreement for the Assistance to R.S.V.P. Senior Corps/Community Service Corps Wellness Program Grant from the Gloucester County Division of Health and Senior Services

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mr. Miller, unanimously approving a resolution to accept funding from the Gloucester County Division of Health and Senior Services for the R.S.V.P. Senior Corps/Community Service Corps Wellness Program Grant for January 1, 2014 – December 31, 2014, in the amount not to exceed \$7,320.

Approval to Apply and Upon Award, Approval to Accept and Sign: Center for People in Transition grant for Displaced Homemakers from the New Jersey Department of Children and Families, Division on Women

On the recommendation of the President, Dr. Lavender made a motion, seconded by Mr. Miller, unanimously approving a resolution to apply for and upon award, accept and sign a grant from the New Jersey Department of Children and Families, Division on Women for the period of July 1, 2014 – June 30, 2015, in the amount of \$123,280.

REGULAR SESSION MINUTES

March 11, 2014

Page 5

PERSONNEL

Education/General Fund Actions

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Daws, unanimously approving the Education/General Fund Actions as listed on the attached.

POLICY

On the recommendation of the President, Mr. Daws made a motion, seconded by Mr. Miller, unanimously approving new Board Policy 3003, Online Credit Restrictions, and new Board Policy 6014, Insurance.

OTHER

Approval to Reappoint and Appoint: Gloucester County Cultural & Heritage Commission

On the recommendation of the President, Mrs. Love made a motion, seconded by Ms. Ross, unanimously approving the resolution to reappoint Pauline Jonas, March 2014 - March 2019; reappoint Dr. Ross Beitzel, March 2014 - March 2019; appoint Eoin Kinnarney, March 2014 - 2019; appoint Deanne Farrell, March 2014 - March 2019; and appoint Kerri Sullivan, March 2014 - March 2019, to the Gloucester County Cultural & Heritage Commission.

BOARD OF TRUSTEE

Trustee Cody Miller gave a PowerPoint presentation on the Community College National Legislative Summit he attended in February, 2014. In accordance with Board Policy 1021, Freeholder Liaison Barnes was informed of Mr. Miller's plans to attend the summit and he requested Mr. Miller give a presentation upon his return outlining his experience at the conference. Mr. Concordia thanked Mr. Miller and it was agreed that he represented the college well.

DATES TO REMEMBER

March

10, 11, 12 Spring break – no classes
13, 14 College Holiday

April

2 GCC Board of School Estimates – 6:45 pm, Woodbury
8 Board of Trustee Meeting – 6:15 pm, Library Board Room
18 College Holiday
26 Foundation Gala – 6:00 pm, Auletto's

REGULAR SESSION MINUTES

March 11, 2014

Page 6

PUBLIC PORTION

Chairman Concordia opened the public portion of the meeting for comment.

Ms. Anna Kehnast extended an invitation on behalf of Ms. Rose Gruber to performances of *The Odd Couple Females* on March 27, March 29 and April 4, and *The Odd Couple Males* on March 28, April 3, and April 5.

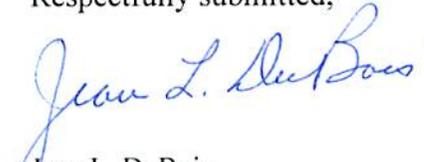
Mr. Concordia mentioned that he saw the new commercial on television, and saw the ads on billboards and in print. Mr. Purvis mentioned he heard a commercial on the radio. President Keating thanked our marketing folks for a great job getting the word out.

Freeholder Barnes stated that he is getting good feedback form the public and they are starting to understand the value. He thanked the Board for their perseverance and foresight to do this partnership. It has changed the dynamics of the market sector and he is proud of the leadership.

Dr. Geraldine Martin thanked the Freeholder Board for their support.

At 7:25 p.m., Ms. Ross made a motion to adjourn, seconded by Dr. Lavender and unanimously passed to adjourn the regular session.

Respectfully submitted,



Jean L. DuBois
Secretary

Notes taken by K. Sitarski



GLOUCESTER COUNTY COLLEGE



Introducing
 **Rowan College**
at GLOUCESTER COUNTY

Budget Overview
Spring 2014



GLOUCESTER COUNTY COLLEGE

Budget Overview 2015

• Anticipated Revenue	\$39,114,735
• FY 14 Carryover	\$355,330
• Reserve Utilized	\$250,000
• Reserve Capital Project	\$310,078
TOTAL BUDGET	\$39,409,987

Higher Education Climate

The Philadelphia Inquirer

OPINION

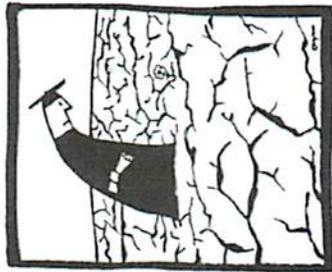
801 Market St., Philadelphia, Pa., 19107 | ☎ 215-854-2000 | [Inquire!](#)

College tuition is too high

It took the recession to do it, but it looks like America's colleges and universities are finally coming to their senses when it comes to their ever-increasing tuitions they have been charging students.

A study by Moody's Investor Service says the demand for four-year college degrees is softening. Stagnant family incomes and poor job prospects in this economy are leading more young people to choose community college, if they choose college at all.

Universities are responding to fewer student applications by freezing or reducing tuition and offering more scholarships. But that is affecting their bottom lines. Moody's said a third of the 292 schools it surveyed expect inflation to exceed their net revenue.



JOHN OVEBYER

EDITORIAL

The cost of four-year schools has prompted more students to choose community colleges.

Cutbacks continue in higher ed

Tuition increases fail to halt reductions

By KRISTEN WYATT
Associated Press

FORT COLLINS, Colo. — America's public colleges and universities have burned through nearly \$10 billion in government stimulus money and are still facing more tuition hikes, fewer course offerings and larger class sizes.

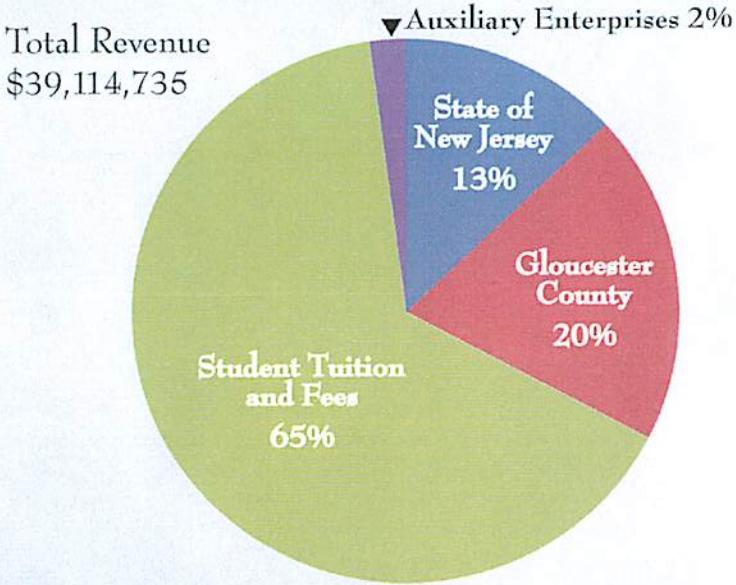
"This next academic year is going to be the hardest one on record."

DAN HURLEY, director of state relations for the American Association of State Colleges and Universities

Spring 2014 Enrollment At A Glance

Headcount	Spring 2014	Spring 2013	% Change
Full-Time Students	3,376	3,340	↑ 1.1%
Part-Time Students	2,604	2,859	↓ -8.9%
Total Student Count	5,980	6,199	↓ -3.5%
FTE Count	4,522.1	4,583.8	↓ -1.3%
Credit Hours			
Full-Time Credits	45,788	45,530	↑ 0.6%
Part-Time Credits	17,192	18,657	↓ -7.9%
Total Credits	62,980	64,187	↓ -1.9%

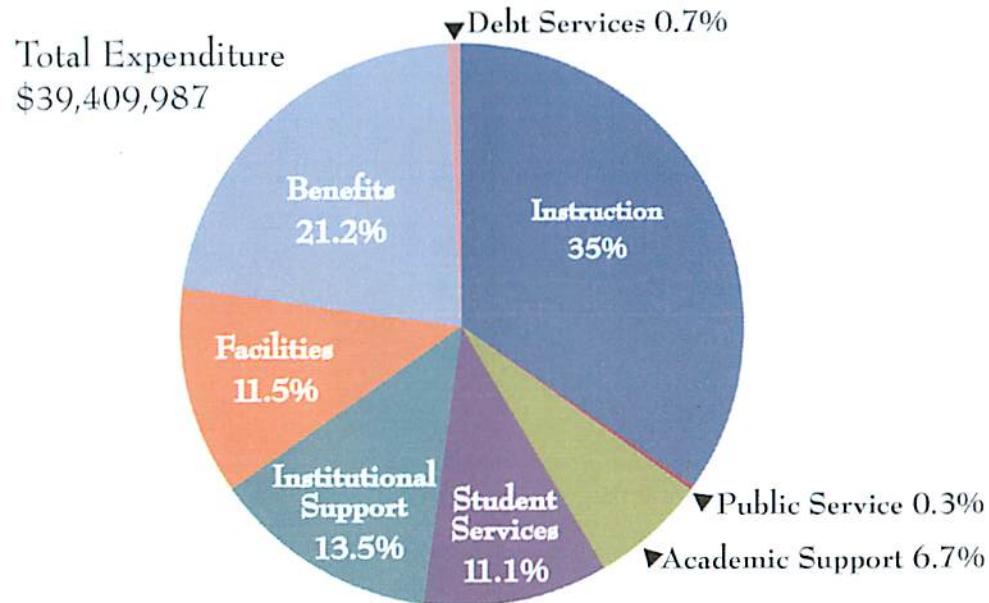
Revenue Projections 2015



- Government Allocations
 - State of New Jersey \$5,076,491
 - Gloucester County \$7,654,944
 - Represents level funding
- Student Tuition and Fees \$25,544,121
 - Represents \$2/\$3 increase
 - \$95 per credit = 2.15% increase
- Auxiliary Enterprises \$839,179

TOTAL REVENUE	\$39,114,735
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Expenditure Projections 2015



• Instruction	\$13,785,405
• Public Service	\$124,441
• Academic Support	\$2,635,889
• Student Services	\$4,370,018
• Institutional Support	\$5,300,823
• Facilities	\$4,517,932
• Benefits	\$8,374,479
• Debt Service	\$301,000
TOTAL EXPENDITURES	\$39,409,987

Impact Factors

- State Funding Flat no increase
- County Funding Flat no increase
- Local Funding Enrollment decrease
(1% budget increase)
- Reserve Capital Project \$310,078
- Reserve Allocation \$250,000
- Labor Contracts Three-year negotiation
- Benefits Six-month contract

Rowan College at Gloucester County



Higher Education

- Access
- Quality
- Affordability
- Transferability

A Student-Centered Culture

March 5, 2014

Dear Staff, Colleagues and Friends:

I was recently informed that there will be a restructuring of the Region 7 County Offices (official notification from B. Bumpus is attached) that will involve the creation of a new administrative structure for all counties included in Region 7 (Atlantic, Cape May, Cumberland, Gloucester and Salem Counties). Although, this restructuring may not require additional staffing it will require the reassignment of some Department staff. That being said, I have accepted a reassignment to Ocean County and will serve as the Interim Executive County Superintendent of Schools.

My assignment to the Ocean County Office will officially begin tomorrow, March 6, 2014. I want to extend my sincere thanks for your ongoing support, cooperation, collegiality and friendship. It has been my sincere pleasure serving you. If I can ever be of assistance please do not hesitate to contact me.

Sincerely,

**Thomas J. Dowd
Interim Executive County Superintendent**

**GLOUCESTER COUNTY COLLEGE
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JANUARY 31, 2014**

	1/31/2014		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 13,874,733	14,053,470	\$ 178,737
Police Academy - Tuition	58,000	61,245	3,245
Fire Academy - Tuition	65,000	39,262	(25,738)
Continuing Education	1,831,160	1,073,516	(757,644)
Summer Camps	205,656	193,002	(12,654)
ECEC	90,000	38,503	(51,497)
Fees	8,278,389	7,441,103	(837,286)
Out of County	40,000	14,472	(25,528)
Government Appropriations			
State	4,761,370	2,857,343.42	(1,904,027)
Police Academy - State Funding	198,523	115,805	(82,718)
Fire Academy - State Funding	9,430	5,501	(3,929)
Continuing Ed - State Funding	107,168	62,515	(44,653)
County	7,654,944	3,827,472.00	(3,827,472)
			-
Other Revenues	38,779	31,441	(7,338)
Auxiliary Enterprises**	803,400	312,829	(490,571)
Reserve for FY13	-	-	-
Reserve for FY14	503,870		
Reserve for Capital Projects	(305,855)	-	305,855
Total Revenues	\$ 38,214,567	\$ 30,127,480	\$ (7,583,217)
Current Operating Expenditures			
Instruction - Total	\$ 14,818,925	\$ 7,764,536	\$ 7,054,389
Personnel - FT	6,278,102	3,232,041	3,046,061
Personnel - FT OT, OL, Misc	1,551,772	796,314	755,458
Benefits	3,713,980	1,888,532	1,825,448
Personnel - PT	2,910,658	1,681,686	1,228,972
Expenses	364,413	165,962	198,451
Continuing Education - Total	\$ 1,892,935	\$ 857,256	\$ 1,035,679

Personnel - FT	385,269	140,513	244,756
Personnel - FT OT, OL, Misc	-	59	(59)
Benefits	248,973	103,137	145,836
Personnel - PT	334,740	171,267	163,473
Expenses	923,953	442,280	481,673
Police Academy - Total	\$ 390,764	\$ 221,119	\$ 169,646
Personnel - FT	223,392	127,507	95,885
Personnel - FT OT, OL, Misc	-	5,400	(5,400)
Benefits	86,583	49,134	37,449
Personnel - PT	27,000	15,652	11,348
Expenses	53,789	23,426	30,363
Fire Academy - Total	\$ 362,151	\$ 189,438	\$ 172,713
Personnel - FT	118,710	67,432	51,278
Personnel - FT OT, OL, Misc	-	3,104	(3,104)
Benefits	65,249	35,164	30,085
Personnel - PT	69,984	35,784	34,200
Expenses	108,208	47,955	60,253
Academic Support - Total	\$ 3,426,057	\$ 1,894,907	\$ 1,531,150
Personnel - FT	1,463,291	846,800	616,491
Personnel - FT OT, OL, Misc	98,370	44,456	53,914
Benefits	728,774	384,317	344,457
Personnel - PT	545,896	270,741	275,155
Expenses	589,726	348,593	241,133
Student Services - Total	\$ 5,349,658	\$ 2,983,815	\$ 2,365,843
Personnel - FT	2,794,792	1,551,727	1,243,065
Personnel - FT OT, OL, Misc	6,450	8,969	(2,519)
Benefits	1,149,649	615,305	534,344
Personnel - PT	523,450	299,701	223,749
Expenses	875,317	508,113	367,204
Institutional Support - Total	\$ 5,978,801	\$ 2,900,520	\$ 3,078,280
Personnel - FT	2,678,343	1,397,313	1,281,030
Personnel - FT OT, OL, Misc	6,384	6,714	(330)
Benefits	969,740	480,506	489,234
Personnel - PT	119,682	48,799	70,883
Expenses	2,204,652	967,188	1,237,464
Operating & Maintenance - Total	\$ 5,344,876	\$ 2,871,153	\$ 2,473,722
Personnel - FT	1,590,326	887,379	702,947
Personnel - FT OT, OL, Misc	58,103	59,826	(1,723)
Benefits	606,213	329,063	277,149
Personnel - PT	104,689	47,729	56,960
Expenses	2,985,545	1,547,156	1,438,389

Leasing Expenses	250,648	44,333	\$	206,315
Retiree Benefits	395,753	210,579	\$	185,174
Total Operating Expenditures	\$ 38,210,567	\$ 19,937,655	\$	18,272,912
		\$ 19,937,655		

** The Y-T-D for Auxiliary Enterprises for 1/31/2014 is detailed on page 2.

**GLOUCESTER COUNTY COLLEGE
1400 TANYARD ROAD
SEWELL, NJ 08080**

DATE: March 11, 2014

BOARD COMMITTEE:

FINANCE

STATEMENT OF FACTS:

The Board is requested to approve a revised Fiscal Year 2014 operating budget for the College in the amount of \$38,077,340.

BACKGROUND INFORMATION:

As shown on the attached pages, the proposed FY 2014 operating budget calls for anticipated unrestricted revenue (including a reserve from the FY13 budget) totaling \$38,077,340 and appropriated unrestricted expenses of \$38,077,340.

This budget accounts for pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts.

PRESIDENT'S RECOMMENDATION:

Recommend approving the proposed FY 2014 operating budget as shown on the attached pages as the official College budget for the fiscal year.

**GLOUCESTER COUNTY COLLEGE
BUDGET TOTALS**

	FY 13	Adjust	Revised Budget	FY 14	Adjust	Revised Budget
Anticipated Revenue.....	36,935,263	18,177	36,953,440	38,016,552	224,949	38,241,501
Budget Appropriations.....	(37,495,165)	487,008	(37,008,158)	(38,210,567)	133,227	(38,077,340)
Reserve FY13/fm 12	636,052		636,052			
Reserve for FY14		(503,870)	(503,870)			
Reserve from FY 13				503,870		503,870
Reserve for FY15					(355,330)	(355,330)
Reserve from FY14						
Reserve Capital Proj.	(76,150)	(1,315)	(77,464)	(309,855)	(2,846)	(312,701)
Surplus Utilized.....	(0)	-	0	0	-	0

\$ Increase from prior year, Revenue including reserve.....	18,177	1,063,112	224,949
% Increase from prior year, Revenue including reserve.....	0.05%	2.88%	0.59%

OPERATING BUDGET BY FUNCTION

	FY 13	Adjusted	Revised Budget	FY 14	Adjusted	Revised Budget
Instruction.....	13,567,299	(108,758)	13,458,542	13,349,990	23,546	13,373,536
Public Service.....	127,218	(4,231)	122,987	126,442	(5,180)	121,262
Academic Support.....	2,465,952	45,190	2,511,142	2,570,841	3,370	2,574,211
Student Services.....	4,020,915	153,653	4,174,568	4,200,009	88,373	4,288,382
Institutional Support.....	4,762,428	(129,048)	4,633,380	5,009,061	(108,870)	4,900,191
Facilities.....	4,629,323	13,855	4,643,178	4,738,663	(125,216)	4,613,447
Benefits.....	7,626,130	(181,769)	7,444,361	7,964,913	(9,250)	7,955,663
Debt Service.....	295,900	(275,900)	20,000	250,648	0	250,648
TOTAL.....	37,495,165	(487,008)	37,008,158	38,210,567	(133,227)	38,077,340

\$ Increase(Decrease) compared to previous year.....	(487,008)	1,202,409	(133,227)
% Increase (Decrease) compared to previous year.....	-1.30%	3.25%	-0.35%

**GLOUCESTER COUNTY COLLEGE
OPERATING BUDGET - SALARIES & EXPENSES**

	FY 13	Adjusted	Revised Budget	FY 14	Adjusted	Revised Budget
<u>Operating Salaries</u>						
Instruction.....	12,031,687	(237,509)	11,794,179	11,899,627	65,333	11,964,960
Public Service.....	92,838	(1,685)	91,153	92,608	4,000	96,608
Academic Support.....	1,928,587	65,194	1,993,781	2,014,949	58,663	2,073,612
Student Services.....	3,180,307	49,944	3,230,251	3,324,692	91,734	3,416,426
Institutional Support.....	2,640,251	(18,061)	2,622,190	2,804,409	(170,093)	2,634,316
Facilities.....	1,626,360	48,517	1,674,877	1,753,118	(10,333)	1,742,785
Benefits.....	7,626,130	(181,769)	7,444,361	7,964,913	(9,250)	7,955,663
TOTAL SALARIES.....	29,126,160	(275,369)	28,850,792	29,854,316	30,054	29,884,370
% of Salaries to total Budget.....			77.96%	78.13%		78.48%
\$ Increase(Decrease) compared to previous year - Salaries.....			(275,369)	1,003,524		30,054
% Increase (Decrease) compared to previous year - Salaries.....			-0.95%	3.48%		0.10%
<u>Operating Expenses</u>						
Instruction.....	1,535,612	128,751	1,664,363	1,450,363	(41,787)	1,408,576
Public Service.....	34,380	(2,546)	31,834	33,834	(9,180)	24,654
Academic Support.....	537,365	(20,004)	517,361	555,892	(55,293)	500,599
Student Services.....	840,608	103,709	944,317	875,317	(3,361)	871,956
Institutional Support.....	2,122,177	(110,987)	2,011,190	2,204,652	61,223	2,265,875
Facilities.....	3,002,963	(34,662)	2,968,301	2,985,545	(114,883)	2,870,662
Debt.....	295,900	(275,900)	20,000	250,648	0	250,648
TOTAL EXPENSES.....	8,369,005	(211,639)	8,157,366	8,356,251	(163,281)	8,192,970
% of Expenses to total Budget.....			22.04%	21.87%		21.52%
\$ Increase(Decrease) compared to previous year - Expenses.....			(211,639)	198,885		(163,281)
% Increase (Decrease) compared to previous year - Expenses.....			-2.53%	2.44%		-1.95%
TOTAL.....	37,495,165	(487,008)	37,008,158	38,210,567	(133,227)	38,077,340

GLOUCESTER COUNTY COLLEGE
ANALYSIS OF ANNUAL REVENUE CHANGES

	FY 2013 Initial	FY 2013 Revised	FY 2014 Initial	FY 2014 Revised
Approved Budget.....	36,353,248	36,935,263	36,953,440	38,016,552
State Aid				
Rate Increase/(Decrease).....	0.00%		0.00%	
Increased/(Decreased) Revenue.....	0	0		136,931
County Aid				
Rate Increase/(Decrease).....	0.00%		0.00%	
Increased/(Decrease) Revenue.....	0	0	0	
Tuition				
Enrollment Growth.....	0.00%		0.00%	
Rate Increase %.....	2.35%		3.33%	
Rate Increase \$ per credit.....	3.00		3.00	
Increased Revenue.....	501,708	(378,064)	627,937	10,689
Tuition - Out of County & Fire/Police	0	(20,000)	20,000	15,000
Tuition - Continuing Education	-	326,000	(326,000)	-
Tuition - ECEC & Camps				(12,000)
General Service Fee				
Enrollment Growth.....	0.00%		0.00%	
Rate Increase \$ per credit.....	3.00		4.50	
Increased Revenue.....	456,898	74,927	464,784	(44,825)
Other Student Fees.....	1	132,315	277,392	122,154
Interest on Investments.....	(276,592)	(32,000)	(1,000)	(3,000)
Other Misc Revenue -				
Bookstore, Vending, & Food Service....	(100,000)	(75,000)	0	
Cell Tower Commissions.....	0	0	0	0
Library Fines, Testing.....	0	(10,000)	0	0
Other.....			0	0
Increased/(Decreased) Revenue.....	(100,000)	(85,000)	0	0
Total Increases.....	582,015	18,177	1,063,112	224,949
Current Year Revenue Anticipated.....	36,935,263	36,953,440	38,016,552	38,241,501

**GLOUCESTER COUNTY COLLEGE
REVENUE SUMMARY**

Source of Revenue	FY2013			FY2014		
	Initial	Adjust	Revised	Initial	Adjust	Revised
Governmental Allocation						
County of Gloucester.....	7,654,944	0	7,654,944	7,654,944		7,654,944
State of New Jersey.....	5,076,491	0	5,076,491	5,076,491	136,931	5,213,422
Sub-Total Governmental.....	12,731,435	0	12,731,435	12,731,435	136,931	12,868,366
Student Tuition						
Academic.....	13,624,860	(378,064)	13,246,796	13,874,733	10,689	13,885,422
Out-of-County (charge back).....	40,000	(10,000)	30,000	40,000	-	40,000
Police Academy.....	58,000	0	58,000	58,000	15,000	73,000
Fire Academy.....	65,000	(10,000)	55,000	65,000		65,000
Continuing Ed Catalog.....	790,000	0	790,000	790,000		790,000
Customized Training.....	680,160	326,000	1,006,160	680,160		680,160
Safety Council.....	270,000	0	270,000	270,000		270,000
Safety Training - Non-Council.....	91,000	0	91,000	91,000		91,000
Summer Camps.....	205,656	0	205,656	205,656	(12,000)	193,656
ECEC.....	90,000	0	90,000	90,000		90,000
Fees						
General Service Fee.....	4,340,522	74,927	4,415,449	4,880,232	(44,825)	4,835,407
Construction Fee.....	76,150	1,315	77,465	309,856	(2,846)	307,010
Program Fees.....	567,000	(50,000)	517,000	517,000		517,000
Developmental Fee.....	219,218	0	219,218	219,218		219,218
Material Fee.....	663,958	90,000	753,958	753,958	75,000	828,958
Lab Instruction Fee.....	1,190,000	75,000	1,265,000	1,310,000	50,000	1,360,000
Graduation Fees.....	56,700	0	56,700	56,700		56,700
Transcript Fee.....	51,163	0	51,163	51,163		51,163
Miscellaneous Fees.....	12,240	3,000	15,240	15,240		15,240
Late Registration/Payment Fee.....	16,320	3,000	19,320	19,320		19,320
Payment Plan Enrollment Fee.....	96,942	10,000	106,942	106,942		106,942
Application Fees.....	38,760	0	38,760	38,760		38,760
Sub-Total Tuition & Fees.....	23,243,649	135,177	23,378,826	24,442,938	91,018	24,533,956

**GLOUCESTER COUNTY COLLEGE
REVENUE SUMMARY**

Source of Revenue	FY2013			FY2014		
	Initial	Adjust	Revised	Initial	Adjust	Revised
Auxiliary Enterprises (net)						
Food Service.....	20,000	(15,000)	5,000	5,000		5,000
Cell Tower Commissions.....	20,000	0	20,000	20,000		20,000
Vending.....	35,000	0	35,000	35,000		35,000
Book Store.....	390,000	40,000	430,000	430,000		430,000
Bookstore - Professional Devlpt	9,000	0	9,000	9,000		9,000
Bookstore - Capital	20,000	0	20,000	20,000		20,000
Facilities Usage.....	310,400	(100,000)	210,400	210,400		210,400
Library Fees & Fines.....	4,000	0	4,000	4,000		4,000
Entrance & Proficiency Tests.....	80,000	(10,000)	70,000	70,000		70,000
Other Revenue						
Miscellaneous Revenue.....	35,779	(5,000)	30,779	35,779		35,779
Prior Year Revenue.....		6,000	6,000			0
Interest Revenue.....	16,000	(13,000)	3,000	3,000	(3,000)	0
Sickler Trust Fund Transfer.....	20,000	(20,000)	0	0		0
Sub-Total Auxiliary & Other.....	960,179	(117,000)	843,179	842,179	(3,000)	839,179
TOTAL REVENUE.....	36,935,263	18,177	36,953,440	38,016,552	224,949	38,241,501

582,015	18,177	1,063,111	224,949
1.60%	0.05%	2.88%	0.59%

**GLOUCESTER COUNTY COLLEGE
1400 TANYARD ROAD
SEWELL, NJ 08080**

DATE: March 11, 2014

BOARD COMMITTEE:

FINANCE

STATEMENT OF FACTS:

The Board is requested to approve a Fiscal Year 2015 operating budget for the College in the amount of \$39,409,987.

BACKGROUND INFORMATION:

As shown on the attached pages, the proposed FY 2015 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve from the FY 2014 budget and the usage of funds from the College's unrestricted fund balance) totaling \$39,409,987 and appropriated unrestricted expenses of \$39,409,987.

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

PRESIDENT'S RECOMMENDATION:

Recommend approving the proposed FY 2015 operating budget as shown on the attached pages as the official College budget for the fiscal year.

PUBLIC HEARING GLOUCESTER COUNTY COLLEGE

Please take note that the Board of School Estimate of Gloucester County College, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for operating expenses for the year 2014-2015. Said Public Hearing will be held in the Ceremonial Courtroom, Second Floor, of the Old Court House, Broad Street, in Woodbury, NJ, on the evening of Wednesday, April 2, 2014, at 6:45 p.m.

Set forth, herewith, is an itemized statement of the operating expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Karen Sitarski, Senior Executive Assistant, Gloucester County College Board of Trustees, Gloucester County College, 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 5:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

**GLOUCESTER COUNTY COLLEGE
1400 TANYARD ROAD
SEWELL, NJ 08080**

**PROPOSED OPERATING BUDGET FOR SCHOOL YEAR
July 1, 2014 to June 30, 2015**

	<u>Operating Appropriations for School Year 2014-2015</u>
<u>CURRENT OPERATING INCOME</u>	
County Appropriation for Current Operating Expenses	\$ 7,654,944
State Appropriation for Current Operating Expenses	5,076,491
Student Tuition and Fees Collected from Students	25,544,121
Other Income	839,179
Carryover from FY 2014	355,330
Drawdown from Unrestricted Fund Balance	250,000
Reserve for Capital Projects	(310,078)
TOTAL OPERATING INCOME	<u>\$ 39,409,987</u>
<u>CURRENT OPERATING EXPENSES</u>	
Instruction	\$ 13,785,405
Public Service	124,441
Academic Support	2,635,889
Student Services	4,370,018
Institutional Support	5,300,823
Operation/Maintenance of Plant/Capital	4,517,932
Fringe Benefits	8,374,479
Debt Service	301,000
TOTAL OPERATING EXPENSES	<u>\$ 39,409,987</u>

**GLOUCESTER COUNTY COLLEGE
BUDGET TOTALS**

	FY 14	Adjust	Revised Budget	FY 15
Anticipated Revenue.....	38,016,552	224,949	38,241,501	39,114,735
Budget Appropriations.....	(38,210,567)	133,227	(38,077,340)	(39,409,987)
Reserve from FY 13	503,870		503,870	
Reserve for FY15		(355,330)	(355,330)	355,330
Reserve from FY14				
Reserve Capital Proj.	(309,855)	(2,846)	(312,701)	(310,078)
Surplus Utilized.....	0	-	0	(250,000)
Surplus Used as a % of Budget.....	0.00%		0.00%	0.63%
\$ Increase from prior year, Revenue including reserve.....	1,063,112		224,949	1,098,183
% Increase from prior year, Revenue including reserve.....	2.88%		0.59%	2.89%

OPERATING BUDGET BY FUNCTION

	FY 14	Adjusted	Revised Budget	FY 15
Instruction.....	13,349,990	23,546	13,373,536	13,785,405
Public Service.....	126,442	(5,180)	121,262	124,441
Academic Support.....	2,570,841	3,370	2,574,211	2,635,889
Student Services.....	4,200,009	88,373	4,288,382	4,370,018
Institutional Support.....	5,009,061	(108,870)	4,900,191	5,300,823
Facilities.....	4,738,663	(125,216)	4,613,447	4,517,932
Benefits.....	7,964,913	(9,250)	7,955,663	8,374,479
Debt Service.....	250,648	0	250,648	301,000
TOTAL.....	38,210,567	(133,227)	38,077,340	39,409,987
\$ Increase(Decrease) compared to previous year.....	1,202,409		(133,227)	1,199,420
% Increase (Decrease) compared to previous year.....	3.25%		-0.35%	3.14%

**GLOUCESTER COUNTY COLLEGE
OPERATING BUDGET - SALARIES & EXPENSES**

	FY 14	Adjusted	Revised Budget	FY 15
<u>Operating Salaries</u>				
Instruction.....	11,899,627	65,333	11,964,960	12,363,728
Public Service.....	92,608	4,000	96,608	91,833
Academic Support.....	2,014,949	58,663	2,073,612	2,123,921
Student Services.....	3,324,692	91,734	3,416,426	3,409,777
Institutional Support.....	2,804,409	(170,093)	2,634,316	2,941,286
Facilities.....	1,753,118	(10,333)	1,742,785	1,772,712
Benefits.....	7,964,913	(9,250)	7,955,663	8,374,479
TOTAL SALARIES.....	29,854,316	30,054	29,884,370	31,077,736
% of Salaries to total Budget.....	78.13%		78.48%	78.86%
\$ Increase(Decrease) compared to previous year - Salaries.....	1,003,524		30,054	1,193,366
% Increase (Decrease) compared to previous year - Salaries.....	3.48%		0.10%	3.99%
<u>Operating Expenses</u>				
Instruction.....	1,450,363	(41,787)	1,408,576	1,421,677
Public Service.....	33,834	(9,180)	24,654	32,608
Academic Support.....	555,892	(55,293)	500,599	511,968
Student Services.....	875,317	(3,361)	871,956	960,241
Institutional Support.....	2,204,652	61,223	2,265,875	2,359,537
Facilities.....	2,985,545	(114,883)	2,870,662	2,745,220
Debt.....	250,648	0	250,648	301,000
TOTAL EXPENSES.....	8,356,251	(163,281)	8,192,970	8,332,251
% of Expenses to Total Budget.....	21.87%		21.52%	21.14%
\$ Increase(Decrease) compared to previous year - Expenses.....	198,885		(163,281)	139,281
% Increase (Decrease) compared to previous year - Expenses.....	2.44%		-1.95%	1.70%
TOTAL.....	38,210,567	(133,227)	38,077,340	39,409,987

**GLOUCESTER COUNTY COLLEGE
ANALYSIS OF ANNUAL REVENUE CHANGES**

	FY 2014 Initial	FY 2014 Revised	FY 2015 Initial
Approved Budget.....	36,953,440	38,016,552	38,241,501
State Aid			
Rate Increase/(Decrease).....	0.00%		0.00%
Increased/(Decreased) Revenue.....		136,931	(136,931)
County Aid			
Rate Increase/(Decrease).....	0.00%		0.00%
Increased/(Decrease) Revenue.....	0		0
Tuition			
Enrollment Growth.....	0.00%		0.00%
Rate Increase %.....	3.33%		2.15%
Rate Increase \$ per credit.....	3.00		2.00
Increased Revenue.....	627,937	10,689	735,314
Tuition - Out of County & Fire/Police	20,000	15,000	0
Tuition - Continuing Education	(326,000)	-	(15,000)
Tuition - ECEC & Camps		(12,000)	(283,656)
General Service Fee			
Enrollment Growth.....	0.00%		0.00%
Rate Increase \$ per credit.....	4.50		3.00
Increased Revenue.....	464,784	(44,825)	513,439
Other Student Fees.....	277,392	122,154	60,068
Interest on Investments.....	(1,000)	(3,000)	0
Other Misc Revenue -			
Bookstore, Vending, & Rent.....	0		
Cell Tower Commissions.....	0	0	0
Service adj - Cafeteria.....	0	0	0
Library Fines, Testing.....	0	0	0
Other.....	0	0	0
Increased/(Decreased) Revenue.....	0	0	0
Total Increases.....	1,063,112	224,949	873,234
Current Year Revenue Anticipated.....	38,016,552	38,241,501	39,114,735

**GLOUCESTER COUNTY COLLEGE
REVENUE SUMMARY**

Source of Revenue	FY2014 Initial	Adjust	Revised	FY2015 Initial
Governmental Allocation				
County of Gloucester.....	7,654,944		7,654,944	7,654,944
State of New Jersey.....	5,076,491	136,931	5,213,422	5,076,491
Sub-Total Governmental.....	12,731,435	136,931	12,868,366	12,731,435
Student Tuition				
Academic.....	13,874,733	10,689	13,885,422	14,620,736
Out-of-County (charge back).....	40,000	-	40,000	40,000
Police Academy.....	58,000	15,000	73,000	73,000
Fire Academy.....	65,000		65,000	65,000
Continuing Ed Catalog.....	790,000		790,000	720,000
Customized Training.....	680,160		680,160	680,160
Safety Council.....	270,000		270,000	296,000
Safety Training - Non-Council.....	91,000		91,000	120,000
Summer Camps.....	205,656	(12,000)	193,656	
ECEC.....	90,000		90,000	
Fees				
General Service Fee.....	4,880,232	(44,825)	4,835,407	5,348,846
Construction Fee.....	309,856	(2,846)	307,010	310,078
Program Fees.....	517,000		517,000	517,000
Developmental Fee.....	219,218		219,218	219,218
Material Fee.....	753,958	75,000	828,958	828,958
Lab Instruction Fee.....	1,310,000	50,000	1,360,000	1,417,000
Graduation Fees.....	56,700		56,700	56,700
Transcript Fee.....	51,163		51,163	51,163
Miscellaneous Fees.....	15,240		15,240	15,240
Late Registration/Payment Fee.....	19,320		19,320	19,320
Payment Plan Enrollment Fee.....	106,942		106,942	106,942
Application Fees.....	38,760		38,760	38,760
Sub-Total Tuition & Fees.....	24,442,938	91,018	24,533,956	25,544,121

**GLOUCESTER COUNTY COLLEGE
REVENUE SUMMARY**

Source of Revenue	FY2014 Initial	Adjust	Revised	FY2015 Initial
Auxiliary Enterprises (net)				
Food Service.....	5,000		5,000	5,000
Cell Tower Commissions.....	20,000		20,000	20,000
Vending.....	35,000		35,000	35,000
Book Store.....	430,000		430,000	430,000
Bookstore - Professional Devlpt	9,000		9,000	9,000
Bookstore - Capital	20,000		20,000	20,000
Facilities Usage.....	210,400		210,400	210,400
Library Fees & Fines.....	4,000		4,000	4,000
Entrance & Proficiency Tests.....	70,000		70,000	70,000
Other Revenue			0	
Miscellaneous Revenue.....	35,779		35,779	35,779
Prior Year Revenue.....			0	
Interest Revenue.....	3,000	(3,000)	0	
Sub-Total Auxiliary & Other.....	842,179	(3,000)	839,179	839,179
TOTAL REVENUE.....	38,016,552	224,949	38,241,501	39,114,735

**GLOUCESTER COUNTY COLLEGE
1400 TANYARD ROAD
SEWELL, NJ 08080**

DATE: March 11, 2014

BOARD COMMITTEE:

FINANCE

STATEMENT OF FACTS:

The Board is requested to approve a Fiscal Year 2015 capital budget for the College in the amount of \$3,200,000.

BACKGROUND INFORMATION:

As shown on the attachment, the proposed FY 2015 capital budget calls for anticipated "chapter 12" funding of \$3,200,000 for various building renovations and repairs as described in the College's Facility Master Plan.

This budget is financed by the County through the issuance of County debt and funded equally by the State and County in future years as the principal and interest payments are due.

PRESIDENT'S RECOMMENDATION:

Recommend approving the proposed FY 2015 \$3,200,000 capital projects budget ("ch. 12") as shown on the attachment as the official College capital projects budget ("ch. 12") for the fiscal year.

PUBLIC HEARING GLOUCESTER COUNTY COLLEGE

Please take note that the Board of School Estimate of Gloucester County College, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for capital expenses for the year 2014-2015. Said Public Hearing will be held in the Ceremonial Courtroom, Second Floor, of the Old Court House, Broad Street, in Woodbury, NJ, on the evening of Wednesday, April 02, 2014, at 6:45 p.m.

Set forth, herewith, is an itemized statement of the capital expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Karen Sitarski, Senior Executive Assistant, Gloucester County College Board of Trustees, Gloucester County College, 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 5:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

**GLOUCESTER COUNTY COLLEGE
1400 TANYARD ROAD
SEWELL, NJ 08080**

**PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR
July 1, 2014 to June 30, 2015**

	Capital Appropriations for <u>School Year 2014-2015</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$1,600,000
Anticipated State Reimbursement of Bond Principal	<u>1,600,000</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$3,200,000</u>
<u>CAPITAL USES</u>	
Facilities Building Renovations and Addition	\$1,000,000
Various Roof Repairs	1,200,000
College Center Lighting	500,000
Allied Health Building Repurpose to Business and Industry Center	300,000
College Center Room Renovations (rooms 209 – 210)	<u>200,000</u>
TOTAL CAPITAL USES	<u>\$3,200,000</u>



Gloucester County College

**RESOLUTION AUTHORIZING
A SHARED SERVICES AGREEMENT BETWEEN THE COUNTY OF
GLOUCESTER AND GLOUCESTER COUNTY COLLEGE
FOR THE OPERATION OF THE GLOUCESTER COUNTY
WORKFORCE INVESTMENT BOARD**

WHEREAS, Gloucester County has a need for office space for the operation of the Gloucester County Workforce Investment Board ("GCWIB"); and

WHEREAS, The GCWIB provides educational and technical training to eligible individuals in order to create a workforce tailored to meet the needs of businesses in the community; and

WHEREAS, Gloucester County College ("GCC") has agreed to provide space in its Continuing Education Building for use by the GCWIB; and

WHEREAS, relocating the GCWIB within GCC facilities will allow the GCWIB to better collaborate with and assist GCC to utilize the GCWIB's resources for such functions as creating and developing various educational and job training programs, administering various grant programs, and offering literacy programs to Gloucester County residents; and

WHEREAS, this Shared Services Agreement will not involve the payment of money by either party to the other.

NOW, THEREFORE, BE IT RESOLVED by Gloucester County College Board of Trustees as follows:

1. That a Shared Services Agreement between Gloucester County and Gloucester County College is hereby authorized, and the President of the College is hereby authorized to execute the Shared Services Agreement attached hereto.
2. That this agreement shall continue for a period often (10) years with an effective date of March 1, 2014.
3. That pursuant to the agreement entered into there will be no payment involved by either party.

ADOPTED at a meeting of the Board of Trustees of Gloucester County College held on March 11, 2014.

**BOARD OF TRUSTEES OF GLOUCESTER
COUNTY COLLEGE**

By: Gene J. Concordia
Gene J. Concordia, Chair

ATTEST:

Jean L. DuBois
Jean L. DuBois, Secretary





Gloucester County College

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR LANDSCAPING AND SNOW REMOVAL SERVICES (Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)

WHEREAS, the College is in need of a contractor to perform landscaping and snow removal services during the year, and

WHEREAS, the landscaping and snow removal services desired require three quotes and the services will be below the bid threshold of \$34,100 and above \$6,820, and

WHEREAS, the County College Contract Law, N.J.S.A. 18A:64A-25.3 does not require public advertising if the performance of the services do not exceed \$34,100, and

WHEREAS, the College solicited quotes for landscaping and snow removal services during the year, and

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

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

WHEREAS, Exley's Landscaping Services, Inc. (hereinafter "Exley's") has completed and submitted a Business Entity Disclosure Certification which certifies that neither Exley's nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit Exley's from making any reportable contributions through the term of the contract, and

WHEREAS, the Vice President and Chief Operation Officer certifies the funds are available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 11th day of March, 2014 that the President or his designee are authorized to enter into contracts with Exley's that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held March 11, 2014.

BOARD OF TRUSTEES OF GLOUCESTER COUNTY COLLEGE

By: Gene J. Concordia
Gene J. Concordia, Chair

ATTEST:
Jean L. DuBois
Jean L. DuBois, Secretary





Gloucester County College

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CONSTRUCTION SERVICES

(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)

WHEREAS, the College is in need of a contractor to perform construction services for the renovation of College Center classroom 206 into office space, and

WHEREAS, the construction services desired require three quotes and the services will be below the bid threshold of \$34,100 and above \$6,820, and

WHEREAS, the County College Contract Law, N.J.S.A. 18A:64A-25.3 does not require public advertising if the performance of the services do not exceed \$34,100, and

WHEREAS, the College solicited quotes for construction services, and

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

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

WHEREAS, Industrial commercial Enterprises (hereinafter "I.C.E.") has completed and submitted a Business Entity Disclosure Certification which certifies that neither I.C.E. nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, the Vice President and Chief Operation Officer certifies the funds are available;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 11th day of March, 2014 that the President or his designee are authorized to enter into contracts with I.C.E that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held March 11, 2014.

BOARD OF TRUSTEES OF GLOUCESTER COUNTY COLLEGE

By: Gene J. Concordia
Gene J. Concordia, Chair

ATTEST:

Jean L. DuBois
Jean L. DuBois, Secretary





Gloucester County College

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR CONSTRUCTION SERVICES

(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)

WHEREAS, the College is in need of a contractor to perform construction services for the purchase, fabrication and installation of a baseball backstop, and

WHEREAS, the construction services desired require three quotes and the services will be below the bid threshold of \$34,100 and above \$6,820, and

WHEREAS, the County College Contract Law, N.J.S.A. 18A:64A-25.3 does not require public advertising if the performance of the services do not exceed \$34,100, and

WHEREAS, the College solicited quotes for construction services, and

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

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

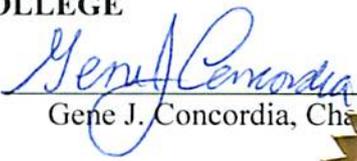
WHEREAS, J. Ferry Fence, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that neither J. Ferry Fence, Inc. nor anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, the Vice President and Chief Operation Officer certifies the funds are available;

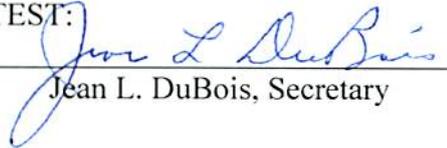
NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 11th day of March, 2014 that the President or his designee are authorized to enter into contracts with J. Ferry Fence, Inc. that will exceed \$17,500.

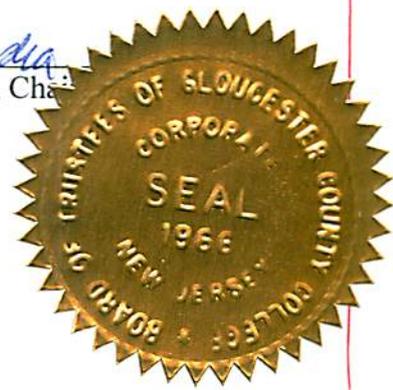
ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held March 11, 2014.

BOARD OF TRUSTEES OF GLOUCESTER COUNTY COLLEGE

By: 
Gene J. Concordia, Chair

ATTEST:


Jean L. DuBois, Secretary





**RESOLUTION AWARDING A CONTRACT FOR CONSTRUCTION SERVICES OF
THE NURSING AND ALLIED HEALTH CENTER**

WHEREAS, Gloucester County College has a need to acquire a contract for professional construction services for the construction of the Nursing and Allied Health Center; and

WHEREAS, the Board of Trustees approved the project when applying for a grant from the New Jersey Higher Education Capital Facilities grant programs; and

WHEREAS, the project was approved by the Secretary of Higher Education on July 19, 2013 for \$8,573,526; and

WHEREAS, the County of Gloucester has bonded the 25 percent match or 2,857,842 for a total project grant of \$11,431,368.

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

WHEREAS, the College has caused bids to be solicited in accordance with a fair and open process; and

WHEREAS, bids were solicited and received and made a part hereof by reference; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 11th day of March, 2014 that the College shall award a contract to Arthur J. Ogren, Inc. of Vineland, NJ in the amount of \$8,186,500 for the base bid and alternates 1-5.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held March 11, 2014.


Gene J. Concordia, Chairperson
Board of Trustees

Attested: 
Jean L. DuBois, Secretary
Board of Trustees





RESOLUTION AWARDING A CONTRACT FOR CONSTRUCTION SERVICES FOR THE CONSTRUCTION AND RENOVATION OF STUDENT SERVICES AND COLLEGE READINESS NOW CENTER

WHEREAS, Gloucester County College has a need to acquire a contract for professional construction services for the construction and renovation of the Student Services building into the Student Services College Readiness Now Center; and

WHEREAS, the Board of Trustees approved the project when applying for a grant from the New Jersey Higher Education Capital Facilities grant program; and

WHEREAS, the project was approved by the Secretary of Higher Education on July 19, 2013 for \$4,386,906; and

WHEREAS, the County of Gloucester has bonded the 25 percent match or \$1,462,302 for a total project grant of \$5,849,208.

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

WHEREAS, the College has caused bids to be solicited in accordance with a fair and open process; and

WHEREAS, bids were solicited and received and made a part hereof by reference; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Gloucester County College on the 11th day of March, 2014 that the College shall award a contract to Arthur J. Ogren, Inc. of Vineland, NJ in the amount of \$4,446,000 for the base bid and alternates 3,5 and 6.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Gloucester County College held March 11, 2014.

Attested:


Jean L. DuBois, Secretary
Board of Trustees


Gene J. Concordia, Chairperson
Board of Trustees





**BOARD RESOLUTION TO ACCEPT FUNDING FOR THE SENIOR
CORPS/COMMUNITY SERVICE CORPS FROM THE CORPORATION FOR
NATIONAL AND COMMUNITY SERVICE**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to apply for funding for the:

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

For the Period of

FY April 1, 2014-March 31, 2015

This grant is designed to provide monetary funds for Senior Corps/Community Service to provide programming and volunteers to 80 non-profit agencies in Gloucester County New Jersey

In the amount of

\$59,673

The approval of the resolution to apply for funding for the Senior Corps/Community Service Corps from the Corporation for National and Community Service for Fiscal Year April 1, 2014-March 31, 2015 in the amount of \$59,673 was authorized at the Gloucester County College Board of Trustees meeting held on,

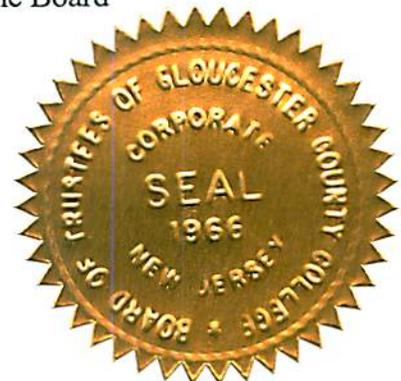
March 11, 2014

A handwritten signature in blue ink, reading "Gene J. Concordia", written over a horizontal line.

Gene J. Concordia
Chairman of the Board

A handwritten signature in blue ink, reading "Jean L. DuBois", written over a horizontal line.

Jean L. DuBois
Secretary of the Board





BOARD RESOLUTION TO ACCEPT AND SIGN AN AGREEMENT FOR FUNDING FOR THE R.S.V.P. SENIOR CORPS/COMMUNITY SERVICE CORPS FRIENDLY VISITOR FOCUSING ON READING & WRITING PROGRAM GRANT

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding for the

R.S.V.P. SENIOR CORPS/COMMUNITY SERVICE CORPS FRIENDLY VISITOR FOCUSING ON READING & WRITING PROGRAM GRANT

For the period of

January 1, 2014- December 31, 2014

This program is designed to provide friendly visitors to administer reading/writing assistance to isolated and homebound seniors. This program will be facilitated to promote self-improvement, enhancement of the quality of life, and improvement of self-care, advocacy, protection and dignity.

In the amount not to exceed

\$5,620

The approval of the resolution to accept and sign an agreement for funding for the R.S.V.P. Senior Corps/Community Service Corps Friendly Visitor Focusing on Reading & Writing Program Grant from the Gloucester County Division of Health and Senior Services for January 1, 2014-December 31, 2014 in the amount not to exceed \$5,620 was authorized at the Gloucester County College Board of Trustees meeting held on,

March 11, 2014


Jean L. DuBois
Secretary of the Board




Gene J. Concordia
Chairman of the Board



BOARD RESOLUTION TO ACCEPT AND SIGN AN AGREEMENT FOR FUNDING FOR THE ASSISTANCE TO R.S.V.P SENIOR CORPS/COMMUNITY SERVICE CORPS WELLNESS PROGRAM GRANT

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding for the

R.S.V.P. SENIOR CORPS/COMMUNITY SERVICE CORPS WELLNESS PROGRAM GRANT

For the period of

January 1, 2014-December 31, 2014

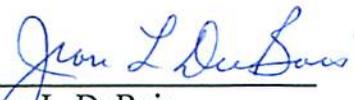
This program supports education to promote independent living to residents of the county who are 60 years or older. For R.S.V.P., those who volunteer their services. For Wellness, those attending the prescribed workshops for the program.

In the amount not to exceed

\$7,320

The approval of the resolution to accept and sign an agreement for funding for the R.S.V.P. Senior Corps/Community Service Corps Wellness Program Grant from the Gloucester County Division of Health and Senior Services for January 1, 2014-December 31, 2014 in the amount of \$7,320 was authorized at the Gloucester County College Board of Trustees meeting held on,

March 11, 2014



Jean L. DuBois
Secretary of the Board




Gene J. Concordia
Chairman of the Board



**BOARD RESOLUTION TO APPLY AND UPON REWARD,
APPROVAL TO ACCEPT AND SIGN THE GRANT FROM THE NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES, DIVISION ON WOMEN**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to apply and upon reward, approval to accept and sign a grant for funding from:

NJ DEPARTMENT OF CHILDREN AND FAMILIES, DIVISION ON WOMEN

For the period of

July 1, 2014 – June 30, 2015

The Center for People in Transition will provide services to displaced homemakers to become emotionally and economically self-sufficient through life skills training, educational or vocational training and supportive services

In the amount of

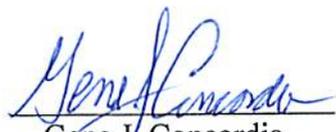
\$123,280

The approval of the resolution for The Center for People in Transition to apply and upon reward, approval to accept and sign a grant for \$123,280 in funding from the NJ Department of Children and Families, Division on Women was authorized at the Gloucester County College Board of Trustees meeting held on,

March 11, 2014


Jean L. DuBois
Secretary, Board of Trustees




Gene J. Concordia
Chairman of the Board

GLOUCESTER COUNTY COLLEGE
 Deptford Township
 Sewell, NJ 08080
 BOARD MEETING
 PERSONNEL ACTIONS

DATE: 3/11/2014

STATEMENT OF FACTS:

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

Four (4) Appointments:

Title	Reason for Vacancy	Name	Salary	Effective Date
Shipping/Receiving/Mail Clerk Level III	Resignation	Sherry Bohl	\$14.12 per hour	3/3/2014
Team Coordinator III, Information Center	Reassignment	Amran Abdullahi	\$14.12 per hour	2/24/2014
Payroll Assistant	Termination	TBD	\$13.24 per hour	TBD
Project Clerk, Level II, Rowan Univ. Partnership	Reassignment PT/FT	Victorine Franks - Hogan	\$13.68 per hour	3/17/2014

Four (4) Reassignments:

Title	Reason for Vacancy	Name	Salary	Effective Date
Bursar/Accountant	Resignation	Ryan Wenzel	\$40,000 per annum, prorated	3/3/2014
Executive Director, Admissions & Financial Aid	New - Internal Posting	Michael Chando	\$73,200 per annum, prorated	3/3/2014
Administrator, Mail & Duplicating Services	Change in Scope	Brent Corbin	\$52,096 per annum, prorated	3/17/2014
Web and Social Media Specialist	Change in Scope	Jennifer Yager	\$18.06 per hour	3/17/2014

Three (3) Part Time Hires:

Title	Reason	Name	Salary	Effective Date
CETL & DE Training Specialist	New Position	Russell Pritchard	\$20.00 per hour	2/24/2014
CETL & DE Training Specialist	New Position	Crystal Bates	\$20.00 per hour	2/24/2014
Assistant Wrestling Coach	Resignation	Hugh Nawn	TBD	TBD

Three (3) Additions to the 2014-15 Adjunct List:

Name	Division
Ryan Czop	HPER/Athletics
Joy Elvin	Liberal Arts
Anthony Marchetta	STEM

PRESIDENT'S RECOMMENDATION:

Recommend approval of actions listed above.



2014 Community
College National
Legislative Summit

Major Legislative Priorities for NJ Community Colleges/ Areas of Concern

- Federal Pell Grant
 - ATB student elimination
 - FT semesters - 18 to 12, recommend raise to 14
 - Pell Shortfall FY 2016
- Perkins Career and Technical Ed. & Adult Ed.
 - 3.2 million cut from program
 - RCGC receives \$226,000

College Completion Rates

- #1 priority as a trustee
- Time to Degree Analysis
 - Not just about matriculation
 - We sometimes focus too much on access
- What can we do to increase rates?
 - GPS
 - STEM Program
 - College Readiness Now – Similar program in California
 - Guided Curriculum Pathways
 - Partnerships with Major Business and Corporations
 - Example idea: Philly goes to college – one stop shop



Partnership with Rowan

- Positive or Negative?
 - Discussions with other community college trustees
 - Discussions with NJ Community College Council



BOARD RESOLUTION TO APPLY

The Gloucester County College Board of Trustees hereby certifies that the following individuals will be appointed/reappointed to the

Gloucester County Cultural & Heritage Commission:

the designated arts and history agency in Gloucester County to receive the New Jersey State Council on the Arts Local Arts Program State/County Block Grant and the New Jersey Historic Commission Local History Development State/County Block Grant. Through these programs small and emerging non-profit organizations, libraries and local units of government apply for funding for General Operating or Special Project Support.

The approval of the resolution for the appointment/reappointment of:

1. Pauline Jonas' *reappointment* to the Gloucester County Cultural & Heritage Commission for a five year term commencing March 2014 and terminating March 2019.
2. Dr. Ross Beitzel's *reappointment* to the Gloucester county Cultural & Heritage Commission commencing March 2014 and terminating March 2019.n
3. Eoin Kinnarney's *appointment* to the Gloucester County Cultural & Heritage Commission commencing March 2014 and terminating March 2019.
4. Deanne Farrell's *appointment* to the Gloucester County Cultural & Heritage Commission commencing March 2014 and terminating March 2019.
5. Kerri Sullivan's *appointment* to the Gloucester County Cultural & Heritage Commission commencing March 2014 and terminating March 2019.

Gloucester County College Board of Trustees meeting held on

March 11, 2014



Jean DuBois
Secretary of the Board



Gene A. Concordia,
Chairman of the Board

