



**BOARD OF TRUSTEES MEETING
1400 Tanyard Road, Sewell, New Jersey 08080**

**REGULAR SESSION MINUTES
July 28, 2015**

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan College at Gloucester County to order at 6:35 p.m. in the annex of the main dining room.

Trustee Yolette Ross read the Open Public Meetings Act Statement: "In compliance with the 'Open Public Meetings Act' of the State of New Jersey, adequate notice of this meeting of the Rowan College at Gloucester County Board of Trustees was provided by the forwarding of a notice on June 15, 2015, to the *South Jersey Times*, the *Courier Post*, the Gloucester County Freeholder Director and Education Liaison, the Gloucester County Administrator, and the College Community." Trustee Ross then led the group in the Pledge of Allegiance.

Roll call followed by Karen Sitarski.

Members Present:

Ms. Ave' Altersitz
Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois (6:40pm)
Mr. Benjamin Griffith
Dr. James Lavender
Mrs. Ruby Love
Ms. Yolette Ross
Dr. George Scott
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mrs. Virginia Scott

Executive Cabinet Present:

Ms. Judith Atkinson
Mr. Dominick Burzichelli
Dr. Linda Hurlburt

Advisors Present:

Dr. Geraldine Martin
Mr. Kristian Reed
Mr. David Weinstein, Esq.

Chair Concordia welcomed everyone and acknowledged Ms. Ave' Altersitz, new Trustee, Dr. Geraldine Martin, Faculty representative, Mr. Kristian Reed, SGA President, and Mr. Lyman Barnes, Freeholder Education Liaison.

ACCEPTANCE OF MINUTES

Chair Concordia declared the June 9, 2015 Regular Session meeting minutes approved as presented.

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PRESENTATION

President Keating provided information on a proposed public-private partnership with Nexus Holdings. Mr. Dominick Burzichelli, Vice President & Chief Operating Officer, provided additional details on the developer's proposal and the process and timeline of the project. Dr. Keating emphasized that this is a land lease proposal and there is no financial obligation to the college. Mr. David Weinstein, Esquire, was introduced and he provided information regarding the resolution and the effect of pending legislation on the application to the New Jersey Economic Development Authority. Mr. Weinstein answered questions from the Trustees related to the project and application.

REPORTS

1. Facilities/Property

Trustee Jean DuBois proceeded with the following Facilities/Property items:

- a. RFP Award: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Lavender and passed by roll call vote with abstention from Trustee Griffith, to accept a proposal for a project to be completed through a public-private partnership with Nexus Holdings LLC for the design, construction and management of office, retail and student housing on the college's campus, and to authorize and approve an application to the New Jersey Economic Development Authority, and to authorize officers of Rowan College at Gloucester College to take all other actions deemed necessary or desirable in connection with the submission of the application and the development of the project. (Resolution attached)

Roll Call Vote:

Ave' Altersitz: YES	Gene Concordia: YES	Len Daws: YES
Jean DuBois: YES	Benjamin Griffith: ABSTAIN	James Lavender: YES
Ruby Love: YES	Yolette Ross: YES	George Scott: YES
Douglas Wills: YES		

- b. Bid Rejections: Business and Corporate Center
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Ross and unanimously passed, to approve a resolution rejecting bids for construction services for the renovation of the Allied Health building into the Business and Corporate Center. (Resolution attached)
- c. Fair and Open Contract Awards: Athletic Supplies and Equipment
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Love and unanimously passed, to award fair and open contracts to Ampro, Medco, Henry Schein, Collins Sports Medicine, MFAC, and BSN Sports for the purchase and delivery of athletic supplies and equipment. (Resolution attached)
- d. Fair and Open Contract Awards: Medical Supplies and Equipment
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Griffith and unanimously passed, to award fair and open contracts to Ali-Med, Pocket Nurse and Med-Part for the purchase and delivery of medical supplies and equipment. (Resolution attached)
- e. Non-Fair and Open Contract Award: Computer Carts
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Lavender and unanimously passed, to award a non-fair and open contract for the purchase and delivery of computer carts in the amounts of \$24,193.00 to Meadows Medical Supply. (Resolution attached)

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- f. Non-Fair and Open Contract Award: Tree Removal Services
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Daws and unanimously passed, to award a non-fair and open contract for tree removal services in the amount of \$26,000.00 to Spinelli's Tree Service. (Resolution attached)
- g. Consortia agreement: Virtual Academic Library Environment
On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Ross and unanimously passed, to approve a consortia agreement between Rowan College at Gloucester County and the Virtual Academic Library Environment in the amount of \$47,000 for the period of July 1, 2015 – June 30, 2016. (Resolution attached)

2. Finance

At the request of Trustee Douglas Wills, Ms. Elizabeth Hall, Executive Director, Financial Services, gave an update on the College's finances.

- a. Statement: Month Ending June 30, 2015 as of July 7, 2015
Information: The Monthly Operating Report of revenues and expenditures was presented to the Board (attached).
- b. Bid Waiver: Banking Services
On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Daws and unanimously passed, to approve a bid waiver contract to TD Bank, NA for banking services for the term of three years. (Resolution attached)

3. Academic & Student Services

At the request of Trustee Lavender, Dr. Linda Hurlburt, Vice President Academic Services, gave an update on the Physical Therapist Assistant program to be offered in 2016, and on grants alternate funding streams. Trustee Lavender then proceeded with the following items:

- a. New Program Approval: Associate in Applied Science Degree in Physical Therapist Assistant
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution authorizing Rowan College at Gloucester County to offer an Associate in Applied Science degree in Physical Therapist Assistant beginning June 1, 2016. (Resolution attached)
- b. Approval to Apply and Upon Award, Approval to Accept: Transition Programs for Students with Intellectual Disabilities into Higher Education
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Griffith and unanimously passed, to approve a resolution to apply and, upon award, approval to accept funding from the Department of Education Transition Programs for Students with Intellectual Disabilities into Higher Education grant for the period of September 1, 2015 to August 31, 2020 in the amount of \$500,000. (Resolution attached)

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- c. Approval to Apply and Upon Award, Approval to Accept and Sign: *First in the World Development Grant*
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution granting permission to apply for and upon award, approval to accept and sign for funding from the U.S. Department of Education, First in the World Development Grant, in partnership with Rowan University, for the period of October 1, 2015 to September 30, 2019, in the amount of \$1,049,577.80. (Resolution attached)
- d. Approval to Apply and Upon Award, Approval to Accept and Sign: *Carl D. Perkins Career and Technical Education Improvement Act*
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Daws and unanimously passed, to approve a resolution granting permission to apply for and upon award, approval to accept and sign for funding from the Carl D. Perkins Career and Technical Education Improvement Act of 2006 for the period of July 1, 2015 to June 30, 2016, in the amount of \$236,681. (Resolution attached)
- e. Approval to Accept: *Educational Opportunity Fund*
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution granting permission to accept funding associated with the Educational Opportunity Fund Article IV Program Support Budget in the amount of \$114,542 from the Office of the Secretary of Higher Education for the 2016 academic year. (Resolution attached)
- f. Approval to Accept and Sign: *Workforce Innovation and Opportunity Act Training Provider Agreement with the County of Camden*
On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee DuBois and unanimously passed, to approve a resolution to accept and sign a Workforce Innovation and Opportunity Act Training Provider Agreement with the County of Camden for the period of July 1, 2015 through June 30, 2016. (Resolution attached)

4. Personnel

- a. Personnel Actions
On the recommendation of the President, Trustee Len Daws made a motion, seconded by Trustee DuBois and unanimously passed, to approve the Education/General Fund Actions as listed on the attached.
- b. Designation of Certifying Officer and Supervisor of Certifying Officer
On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Dubois and unanimously passed, to approve the designation of Coryndi McFadden and Marlene Loglisci as the College Certifying Officer and Supervisor of Certifying Officer, respectively, in accordance with the New Jersey Division of Pensions and Benefits Laws. (Resolution attached)

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5. Policy

At the request of Trustee Love, Ms. Meg Resue, Sr. Executive Assistant, Institutional Compliance, gave a synopsis of Board policies being presented this evening for approval. Then Trustee Love, on the recommendation of the President, made a motion, seconded by Trustee Lavender and unanimously passed, approving the following Board policies:

- a. P2011 Acceptable Use of Technological Resources (Revised)
- b. P3003 Art Collection (New)
- c. P3016 Institutional Review Board (Revised)

6. Other

- a. Revised Academic Calendars for 2015-2016 and 2016-2017

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Daws and unanimously passed, to approve the revised academic calendars for the 2015-2016 and 2016-2017 academic years.

DATES TO REMEMBER

Mrs. Karen Sitarski, Sr. Executive Assistant to the President and Board of Trustees, reported the following dates of upcoming events:

September

- 1 All College Day, 10:00 am, Gymnasium
- 2 First day of Fall semester classes
- 7 College Holiday
- 8 Board of Trustee meeting, 6:30 pm, Cafeteria Annex

PUBLIC PORTION

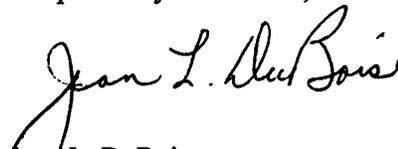
President Keating informed everyone that the latest "Athletic Year Book" has been published. He also confirmed that the new Nursing and Allied Health building will be open for the first day of fall semester. Plans are underway for the ribbon cutting of the Law and Justice Center expansion to take place in September followed by the ribbon cutting for the Nursing and Allied Health building the next week, then the new ACT building the next week.

At the request of Chair Concordia, Mr. Kristian Reed, Student Government Association President, offered comments from the student perspective and stated that he is happy to be at RCGC.

ADJOURNMENT

At 8:05 p.m., Trustee Dubois made a motion, seconded by Trustee Lavender and unanimously approved, to adjourn the Regular Session.

Respectfully submitted,


Jean L. DuBois
Secretary



RESOLUTION ACCEPTING A PROPOSAL FOR A CERTAIN PROJECT TO BE COMPLETED THROUGH A PUBLIC-PRIVATE PARTNERSHIP WITH NEXUS HOLDINGS LLC PURSUANT TO THE NEW JERSEY ECONOMIC OPPORTUNITY ACT OF 2013, SECTION 26 OF P.L. 2013, C.161 (C. N.J.S.A. 18A:64-85), AS AMENDED, BY THE LEASING OF CERTAIN REAL PROPERTY OF ROWAN UNIVERSITY TO NEXUS HOLDINGS LLC FOR THE DESIGN, CONSTRUCTION AND MANAGEMENT OF A NEW STUDENT HOUSING FACILITY THE PROJECT ON THE ROWAN COLLEGE AT GLOUCESTER COUNTY CAMPUS IN DEPTFORD, NEW JERSEY AND AUTHORIZING AND APPROVING AN APPLICATION TO THE NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY PURSUANT TO THE NEW JERSEY ECONOMIC OPPORTUNITY ACT OF 2013, SECTION 26 OF P.L. 2013, C.161 (C. N.J.S.A. 18A:64-85), AS AMENDED, AND AUTHORIZING OFFICERS OF ROWAN COLLEGE AT GLOUCESTER COUNTY TO TAKE ALL OTHER ACTIONS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE SUBMISSION OF THE APPLICATION AND THE DEVELOPMENT OF THE PROJECT

WHEREAS, the Board of Trustee (the “Board”) of Gloucester County College (hereinafter the “College”), a body corporate in the State of New Jersey, is authorized to acquire real property under and pursuant to N.J.S.A. 18A:1-1, et seq.; and specifically under N.J.S.A. 18A:64A-1 et seq.; and

WHEREAS, the Board authorized an issuance of a request for proposals (“RFP”) for the College to solicit proposals from potential private developers in order to determine the potential for a public-private partnership in order to meet College needs for medical and professional office space for third party use, which is intended to supplement the academic mission of the College; and

WHEREAS, a proposal for the Project was received by Nexus Holdings, LLC (“Nexus”), pursuant to which Nexus proposed to the design, construction and build, office, retail and student housing on the College’s campus and ground lease such portion of the campus from the College (the “Project”), a copy of such proposal is attached hereto as Exhibit “A”; and

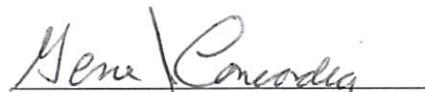
WHEREAS, the College desires to move forward with Project with Nexus and take such additional steps to advance the Project, including making application to the New Jersey Economic Development Authority (“EDA”) pursuant to the New Jersey Economic Opportunity Act of 2013, Section 26 of P.L. 2013, c.161 (C. N.J.S.A. 18A:64-85), as amended (the “Economic Opportunity Act”), in order to advance the public-private partnership with Nexus, for Project; and

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

1. The Board hereby authorizes, approves and consents to the making of an application to the EDA in order to advance the Project, and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College, and Chief Financial Officer and any other representative of the Board hereafter duly authorized by the Board in writing (the "Authorized Officers" and each an "Authorized Officer") to determine all matters in connection therewith.
2. The Board hereby approves and authorizes all actions necessary to be taken by the College in connection with the undertaking of the Project, provide that final Board approval must be received prior to the execution and delivery of a ground lease, by and between the College and Nexus, which would conveyance by ground lease a portion of College campus to Nexus and outline the development and construction requirements for the Project (the "Ground Lease"), a form of the proposed Ground Lease is attached hereto as Exhibit "B".
3. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
4. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College's professional advisors, in connection with the Project, or any other action in connection with or related to the Project, are hereby ratified, confirmed, approved and adopted.

This resolution shall take effect immediately.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES AUTHORIZING THE REJECTION OF BIDS FOR CONSTRUCTION SERVICES FOR THE RENOVATION OF THE ALLIED HEALTH BUILDING INTO THE BUSINESS AND CORPORATE CENTER

WHEREAS, Rowan College at Gloucester County has a need to acquire a contract for professional construction services for the renovation of the Allied Health Building into the Business and Corporate 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; and

WHEREAS, the College received five (5) bids which were opened July 23, 2015, and

WHEREAS, all bids were over the published budget for construction services; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Rowan College at Gloucester County on the 28th day of July, 2015 that the College shall reject all bids and re bid the project as soon as possible.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE PURCHASE AND DELIVERY OF
ATHLETIC SUPPLIES AND EQUIPMENT THROUGH A FAIR AND OPEN
PROCESS**

WHEREAS, Rowan College at Gloucester County publicly solicited bids for the purchase and delivery of Athletic supplies and equipment. The bids have been received and reviewed with a recommendation to award a contract to be split between Six vendors; and

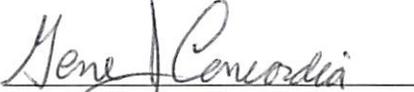
WHEREAS, The College has advertised for bids pursuant to the provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges; and

WHEREAS, Six (6) sealed bid was received and publically opened on June 23, 2015 in accordance with a fair and open process; and

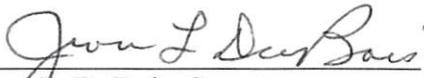
WHEREAS, The Chief Financial Officer of the College has certified that the funds are available for this purchase; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs a contract with Ampro of Primos, P.A. in the amount of \$37,941.00, Medco of Dallas, T.X. in the amount of \$2,516.21, Henry Schein of Pittsburgh, P.A. in the amount of \$1,049.73, Colins Sports Medicine of Raynham, M.A. in the amount of \$721.82, MFAC of Cranston, R.I. in the amount of \$1,120.85 and BSN Sports of Dallas, T.X. in the amount of \$10,042.97 as the lowest responsible bidders for the Purchase and Delivery of Athletic Supplies and Equipment in the amount of \$53,392.58.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE PURCHASE AND DELIVERY OF
MEDICAL SUPPLIES AND EQUIPMENT THROUGH A FAIR AND OPEN
PROCESS**

WHEREAS, Rowan College at Gloucester County publicly solicited bids for the purchase and delivery of medical supplies and equipment. The bids have been received and reviewed with a recommendation to award a contract to be split between three vendors; and

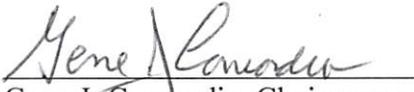
WHEREAS, The College has advertised for bids pursuant to the provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges; and

WHEREAS, three (3) sealed bid was received and publically opened on June 30, 2015 in accordance with a fair and open process; and

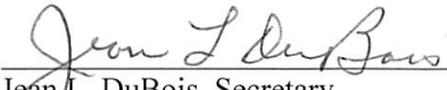
WHEREAS, The Chief Financial Officer of the College has certified that the funds are available for this purchase; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs a contract with Ali-Med of Dedham, M.A. for \$14,438.15, Pocket Nurse of Monaca, P.A. for \$33,809.45, and Med-Part of Brooklyn, N.Y. for \$28,797.92 as the lowest responsible bidders for the Purchase and Delivery of a Medical Supplies and Equipment in the amount of \$77,045.52.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE
PURCHASE AND DELIVERY OF COMPUTER CARTS
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College at Gloucester County is in need of a company to provide computer carts; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$34,100; and

WHEREAS, the College solicited quotes for the purchase and delivery of computer carts; and

WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contract will be \$24,193.00; and

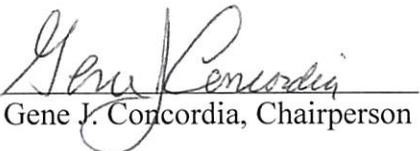
WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when the values of a contract with a vendor exceeds \$17,500, that vendor is subject to the Pay-to-Play law; and

WHEREAS, Meadows Medical Supply has completed and submitted a Business Entity Disclosure Certification which certifies that neither Meadows Medical Supply 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

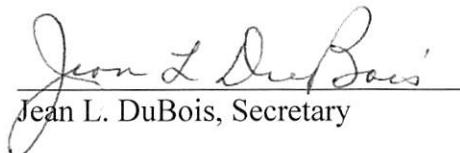
WHEREAS, the Vice President and Chief Operating Officer certifies the funds are available; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College at Gloucester County on the 28th day of July, 2015 that the President or his designee are authorized to enter into contracts with Meadows Medical Supply for \$24,193.00 for the purchase and delivery of computer carts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
TREE REMOVAL SERVICES**

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

WHEREAS, Rowan College at Gloucester County is in need of a company to provide tree removal services as a result of June 23, 2015 storm damages; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$34,100; and

WHEREAS, the College solicited quotes for tree removal services; and

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

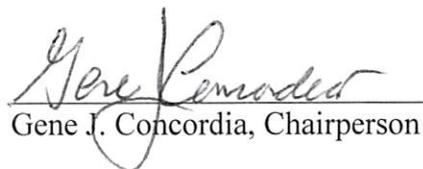
WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when the values of a contract with a vendor exceeds \$17,500, that vendor is subject to the Pay-to-Play law; and

WHEREAS, Spinelli's Tree Service has completed and submitted a Business Entity Disclosure Certification which certifies that neither Spinelli's Tree Service 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 Operating Officer certifies the funds are available; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College at Gloucester County on the 28th day of July, 2015 that the President or his designee are authorized to enter into contracts with Spinelli's Tree Service for \$26,000.00 for tree removal services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE A CONSORTIA AGREEMENT BETWEEN
ROWAN COLLEGE AT GLOUCESTER COUNTY, AND THE VIRTUAL
ACADEMIC LIBRARY ENVIRONMENT (VALE)**

WHEREAS, Rowan College at Gloucester County agrees to enter into an Internal-Local Agency/Shared Services Agreement/Consortia with the VALE consortium to provide Library Database Services to the ROWAN COLLEGE AT GLOUCESTER COUNTY per 40A:65-1 *et seq.*, the Uniform Shared Services and Consolidation Act and 18A:6-95.1 Educational Information and Resource Center; establishment; services provided; and

WHEREAS, all services and products available through VALE consortium would be eligible and available for ROWAN COLLEGE AT GLOUCESTER COUNTY to participate; and

WHEREAS, The New Jersey Institute of Technology is the current and acting lead purchasing agency for the VALE Consortium; and

WHEREAS, Rowan College at Gloucester County has been a member and wishes to continue its participation with the Virtual Academic Library Environment (VALE); and

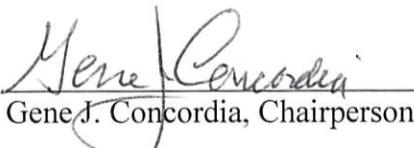
WHEREAS, the period of the program will be from July 1, 2015 – June 30, 2016; and

WHEREAS, Rowan College at Gloucester County hereby certifies that permission has been granted to accept and sign the agreement between the VALE consortium and the Rowan College at Gloucester County; and

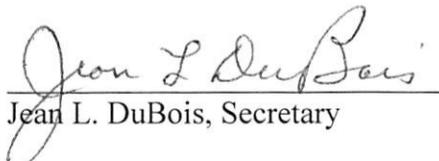
WHEREAS, the Chief Financial Officer has Certified the availability of funds; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign the Agreement between the Virtual Academic Library Environment and Rowan College at Gloucester County for the Period July 1, 2015 – June 30, 2016 at a cost of \$47,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



ROWAN COLLEGE at GLOUCESTER COUNTY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JUNE 30, 2015 as of JULY 7, 2015

	6/30/2015		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 14,528,160	15,151,510	\$ 623,350
Police Academy - Tuition	90,000	91,625	1,625
Fire Academy - Tuition	70,000	74,960	4,960
Continuing Education	1,966,160	2,162,195	196,035
Fees	8,627,467	8,848,612	221,145
Out of County	25,000	22,452	(2,548)
Government Appropriations			
State	4,761,370	5,117,949	356,579
Police Academy - State Funding	198,523	198,523	-
Fire Academy - State Funding	9,430	9,430	-
Continuing Ed - State Funding	107,168	107,168	-
County	7,654,944	7,654,944	-
Other Revenues	35,779	59,929	24,150
Auxiliary Enterprises	683,200	585,521	(97,679)
Reserve for FY15	355,330		(355,330)
Reserve for FY16	(256,446)		256,446
Surplus Utilized	250,000		(250,000)
Total Revenues	\$ 39,106,085	\$ 40,084,818	\$ 978,733
Current Operating Expenditures			
Instruction - Total	\$ 15,268,742	\$ 15,029,865	\$ 238,877
Personnel - FT	6,397,747	6,390,714	7,033
Personnel - FT OT, OL, Misc	1,517,392	1,514,670	2,722
Benefits	4,029,032	3,867,069	161,963
Personnel - PT	3,036,202	3,002,732	33,470
Expenses	288,369	254,680	33,689
Continuing Education - Total	\$ 1,985,245	\$ 2,168,214	\$ (182,969)
Personnel - FT	327,294	311,606	15,688

Personnel - FT OT, OL, Misc	-	420	(420)
Benefits	258,008	231,198	26,810
Personnel - PT	374,000	340,130	33,870
Expenses	1,025,943	1,284,860	(258,917)
Police Academy - Total	\$ 404,789	\$ 395,033	\$ 9,756
Personnel - FT	228,632	225,864	2,768
Personnel - FT OT, OL, Misc	-	2,700	(2,700)
Benefits	95,606	92,787	2,819
Personnel - PT	31,236	33,167	(1,931)
Expenses	49,315	40,514	8,801
Fire Academy - Total	\$ 357,821	\$ 332,079	\$ 25,742
Personnel - FT	121,579	119,659	1,920
Personnel - FT OT, OL, Misc	5,000	8,280	(3,280)
Benefits	73,483	66,047	7,436
Personnel - PT	73,154	58,365	14,789
Expenses	84,605	79,727	4,878
Academic Support - Total	\$ 3,554,979	\$ 3,313,039	\$ 241,940
Personnel - FT	1,527,932	1,514,344	13,588
Personnel - FT OT, OL, Misc	123,700	81,377	42,323
Benefits	811,274	744,337	66,937
Personnel - PT	553,497	503,883	49,614
Expenses	538,576	469,098	69,478
Student Services - Total	\$ 5,630,010	\$ 5,337,410	\$ 292,600
Personnel - FT	3,046,004	3,003,372	42,632
Personnel - FT OT, OL, Misc	54,700	24,787	29,914
Benefits	1,256,961	1,179,844	77,117
Personnel - PT	315,853	299,912	15,941
Expenses	956,491	829,495	126,996
Institutional Support - Total	\$ 6,068,247	\$ 5,853,163	\$ 215,084
Personnel - FT	2,645,214	2,563,041	82,173
Personnel - FT OT, OL, Misc	20,400	10,024	10,376
Benefits	1,008,996	934,074	74,922
Personnel - PT	76,950	61,745	15,205
Expenses	2,316,687	2,284,280	32,407
Operating & Maintenance - Total	\$ 5,139,332	\$ 4,698,016	\$ 441,316
Personnel - FT	1,590,995	1,532,953	58,042
Personnel - FT OT, OL, Misc	117,014	100,680	16,334
Benefits	659,102	598,434	60,668
Personnel - PT	83,500	54,412	29,088
Expenses	2,688,720	2,411,535	277,185
Leasing Expenses	\$ 301,000	103,060	\$ 197,940

Retiree Benefits

\$	395,920	375,587	\$	20,333
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Total Operating Expenditures

\$	39,106,085	\$	37,605,464	\$	1,500,621
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RESOLUTION TO APPROVE CONTRACT TO TD BANK, NA FOR BANKING SERVICES

WHEREAS, Rowan College at Gloucester County has a need for banking services for the College; and

WHEREAS, under County College contract law 18A;64-25.5 "Exceptions to requirements for advertising," and ; 18A;64-25.9 "purchase through state agency" the Board of Trustees has the authority to approve the procurement of certain goods and services in excess of \$34,100 (current bid threshold) through the waiver of public bidding ("bid waivers"); and

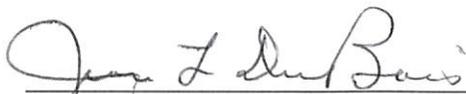
WHEREAS, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

WHEREAS, there is a need to award a contract to TD Bank, NA for the needs of Rowan College at Gloucester County for banking services and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby awarding a three year contract to TD Bank, NA for banking services effective July 1, 2015 through June 30, 2018.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE AUTHORIZATION TO OFFER AN
ASSOCIATE IN APPLIED SCIENCE DEGREE IN
PHYSICAL THERAPIST ASSISTANT**

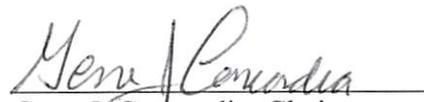
WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to offer an Associate in Applied Science Degree in Physical Therapist Assistant; and

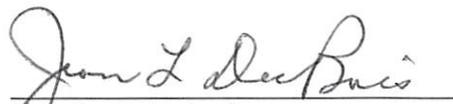
WHEREAS, the program will be offered beginning June 1, 2016; and

WHEREAS, the program will provide two years of concentrated study in physical therapy practice for those who plan to pursue a license as a physical therapist assistant;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to offer an Associate in Applied Science in Physical Therapist Assistant beginning June 1, 2016.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





**BOARD RESOLUTION TO APPLY AND UPON AWARD ACCEPT
THE TRANSITION PROGRAMS FOR STUDENTS WITH INTELLECTUAL
DISABILITIES INTO HIGHER EDUCATION GRANT (TPSID) FUNDED
THROUGH THE DEPARTMENT OF EDUCATION**

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to apply and accept funding for the Transition Programs for Students with Intellectual Disabilities into Higher Education Grant; and

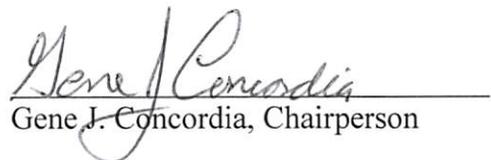
WHEREAS, the period of the program will be September 1, 2015 – August 31, 2020; and

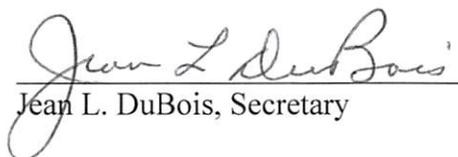
WHEREAS, the funding is in the amount of \$500,000; and

WHEREAS, the purpose of the Transition Programs for Students with Intellectual Disabilities into Higher Education Grant program is to support model demonstration programs that promote the successful transition of students with intellectual disabilities into higher education and to enable institutions of higher education (IHEs), or consortia of IHEs, to create or expand high-quality, inclusive model comprehensive transition and postsecondary programs for students with intellectual disabilities;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County, hereby authorizes and directs the approval of the resolution to apply and accept the Transition Programs for Students with Intellectual Disabilities into Higher Education grant for the period of September 1, 2015-August 31, 2020 in the amount of \$500,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION TO GRANT CENTER FOR ACADEMIC SERVICES
PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR
THE FIRST IN THE WORLD GRANT FROM THE U.S. DEPARTMENT OF
EDUCATION, IN PARTNERSHIP WITH ROWAN UNIVERSITY**

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply and upon award, accept funding from Rowan University, U.S. Department of Labor, First in the World grant; and

WHEREAS, the period of the program will be October 1, 2015 - September 30, 2019 in the amount of \$1,049,577.80; and

WHEREAS, Academic Services will assist students with guided pathways to completion of degrees and certifications; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution Academic Services to apply and upon award, accept funding from Rowan University, U.S. Department of Labor, First in the World grant for the period of October 1, 2015- September 30, 2019 in the amount of \$1,049,577.80.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION FOR PERMISSION TO APPLY AND UPON AWARD,
ACCEPT FUNDING FOR CARL D. PERKINS FROM THE NEW JERSEY
DEPARTMENT OF EDUCATION**

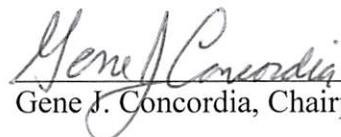
WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply and upon award, accept funding from New Jersey US Department of Education, Carl D. Perkins; and

WHEREAS, the period of the program will be July 1, 2015 – June 30, 2016 in the amount of \$236,681; and

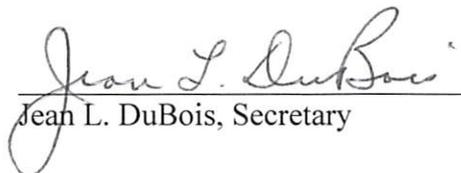
WHEREAS, Academic Services will purchase software, supplies, equipment, and provide professional development for CTE coursework; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution Academic Services to apply and upon award, accept funding from New Jersey US Department of Education, Carl D. Perkins grant for the period of July 1, 2015 – June 30, 2016 in the amount of \$236,681.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO ACCEPT FUNDING ASSOCIATED WITH THE EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM SUPPORT BUDGET FOR ACADEMIC YEAR 2016 FROM THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept funding associated with the Educational Opportunity Fund (EOF) Article IV Program Support Budget for Academic Year 2016

WHEREAS, the period of the program will be for the Academic Year 2016 in the amount of \$114,542

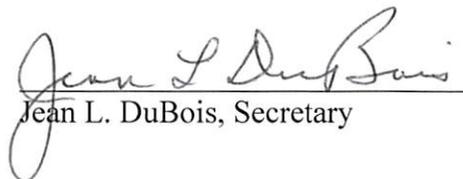
WHEREAS, this program is designed to provide access to higher education for students who lack the economic resources and academic preparation to attend college. EOF grants assist New Jersey residents who are capable and motivated to succeed in college. A limited number of students are accepted into the program each year with the largest number of new awards made in the fall semester to first-time, full-time students.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept funding associated with the Educational Opportunity Fund (EOF) Article IV Program Support Budget for academic year 2016 from the Office of the Secretary of Higher Education in the amount of \$114,542 for Academic Year 2016.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**BOARD RESOLUTION TO ACCEPT AND SIGN THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT TRAINING
PROVIDER AGREEMENT BETWEEN THE COUNTY OF CAMDEN AND
ROWAN COLLEGE AT GLOUCESTER COUNTY, DIVISION OF
CONTINUING EDUCATION**

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept and sign the agreement between the Rowan College at Gloucester County, Division of Continuing Education and County of Camden; and

WHEREAS, the period of the program will be July 1, 2015 – June 30, 2016; and

WHEREAS, funds are allocated under a contract with the New Jersey Department of Labor and Workforce Development to the County for services authorized in accordance with the Camden County Workforce Investment Board Strategic Plan; and

WHEREAS, this agreement authorizes Rowan College at Gloucester County, Continuing Education Division, to provide training services in the classroom to individuals who cannot obtain employment without said training;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County, hereby authorizes and directs the approval of the resolution to accept and sign the agreement between the Rowan College at Gloucester County, Division of Continuing Education and the County of Camden for the period of July 1, 2015 through June 30, 2016.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary



PERSONNEL ACTIONS

DATE: 07/28/2015

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

(3) Two Appointments:

Title	Reason for Vacancy	Name	Salary	Effective Date
Project Clerk, Level II, Library	Retirement	Amanda Fach	\$14.18 per hour	7/13/2015
Programmer Analyst	Resignation	TBD	\$80,000 per annum (prorated)	TBD
Programmer Analyst	Resignation	TBD	\$60,000 per annum (prorated)	TBD

Four (4) Reassignments

Title	Reason for Reassignment	Name	Salary	Effective Date
Team Coordinator, Level V, STEM	Retirement	Katherine Livingston	\$15.50 per hour	7/1/2015
Security Officer	Part Time to Full Time	John Dokoulis	\$12.00 per hour	8/1/2015
Faculty,Instructor I-Reassigned from Counseling & Wellness	Assign to Faculty	Shannon White	\$42,500 per annum*	9/1/2015
Director, Career Center	Change in Scope	Randee Davidson	\$72,184 per annum**	7/1/2015

(2) Two Part-Time Hires:

Title	Reason for Vacancy	Name	Salary	Effective Date
Office Assistant, Law & Justice Division	Retirement	Donna Surowicz	\$8.44 per hour	6/15/2015
Security Officer	Resignation	Charles McCall	\$10.50 per hour	7/14/2015

(2) Two Additions to the 2015-2016 Adjunct List:

Name	Division
Jacqueline Bull	Business Studies
Coryndi McFadden	Business Studies

*10 month prorated salary

** Salary adjusted from 6/9/2015 Board meeting



RESOLUTION TO APPROVE CERTIFYING OFFICER AND SUPERVISOR OF CERTIFYING OFFICER

WHEREAS, Rowan College at Gloucester County is a participating member of the New Jersey Division of Pensions and Benefits; and

WHEREAS, the New Jersey Division of Pensions and Benefits (NJDPB) is duly constituted as the Administrator of Pensions and Benefits pursuant to N.J.S.A. 43:3C-15 et. seq.; and

WHEREAS, the NJDPB has adopted Chapter 52, P.L. 2011 effective June 19, 2011; and

WHEREAS, in accordance with said pension laws the NJDPB has requested participating members designate a Certifying Officer and a Supervisor of the Certifying Officer for all enrollments and/or transfers of employees into the State-administered retirement systems; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs:

The following persons are designated as Certifying Officer and Supervisor of Certifying Officer:

- | | |
|---------------------|----------------------------------|
| 1. Coryndi McFadden | Certifying Officer |
| 2. Marlene Loglisci | Supervisor of Certifying Officer |

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held July 28, 2015.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



**ROWAN COLLEGE AT GLOUCESTER COUNTY
ACADEMIC CALENDAR
Fall 2015 –Summer 2016**

All classes certified to meet state and CHE/MSA guidelines and standards related to credit/contact hours of instruction.

FALL SEMESTER 2015

<u>September</u>	Tuesday, September 1 Wednesday, September 2 Monday, September 7 Saturday, September 12 Sunday, September 20	All College Day First Day of Weekday Classes Labor Day – College Closed First Day of Saturday Classes IT Scheduled Maintenance
<u>October</u>	Monday, October 12 Sunday, October 18 Wednesday, October 28	Columbus Day – College Open IT Scheduled Maintenance Professional Development Day – No Classes–7:45 a.m.-3:55 p.m. Classes Held–4:00 p.m.–10:55 p.m.
<u>November</u>	Wednesday, November 11 Sunday, November 15 Wednesday, November 25 Thursday, November 26 Friday, November 27 Saturday, November 28	Veterans Day – College Open IT Scheduled Maintenance No Classes after 4:00 pm Thanksgiving – College Closed College Holiday – College Closed No Classes
<u>December</u>	Monday, December 14 Friday, December 18 Saturday, December 19 Thursday, December 24 Friday, December 25 Thursday, December 24- Thursday, December 31 Friday, January 1	First Day of Winter Session - Term 1 End of Weekday Classes End of Saturday Classes College Holiday-College Closed College Holiday-College Closed Winter Break College Holiday-College Closed

7/20/15

WINTER SEMESTER 2016

December (2015)

Monday, December 14 First Day of Winter Session - Term 1

January 2016

Friday, January 1 New Year's Day Holiday – College Closed
Monday, January 4 First Day of Winter Session – Term 2
Sunday-Monday January 17-18 IT Scheduled Maintenance
Monday, January 18 Martin Luther King Day – College Closed
Wednesday, January 20 End of Winter Session

Thursday, January 21 Professional Development Day

SPRING SEMESTER 2016

January Monday, January 18 Martin Luther King Day - College Closed
Thursday, January 21 Professional Development Day
Monday, January 25 First Day of Weekday Classes
Saturday, January 30 First Day of Saturday Classes

February Sunday, February 21 IT Scheduled Maintenance

March Saturday, March 12 Saturday Classes Held
Monday, March 14 – Spring Break – No Classes
Thursday, March 17
Friday, March 18 College Holiday – College Closed
Saturday, March 19 Saturday Classes Held
Friday-Saturday, March 18-19 IT Scheduled Maintenance
Sunday, March 20 IT Scheduled Maintenance
Friday, March 25 College Holiday – College Closed
Saturday, March 26 No Classes

April Sunday, April 17 IT Scheduled Maintenance

7/20/15

<u>May</u>	Friday, May 13 Saturday, May 14 Sunday, May 15 Thursday, May 19 Thursday, May 19 Monday, May 23 Monday, May 30	End of Weekday Classes End of Saturday Classes IT Scheduled Maintenance IT Scheduled Maintenance (eLearning) Commencement First Day of Summer Semester Memorial Day – College Closed
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SUMMER SEMESTER 2016

<u>May</u>	Monday, May 23 Monday, May 30	First Day of Summer Semester Memorial Day – College Closed
<u>June</u>	Friday, June 24* Thursday-Friday, June 30-July 1*	IT Scheduled Maintenance IT Scheduled Maintenance (Portal)
<u>July</u>	Monday, July 4 Friday, July 15*	Independence Day – College Closed IT Scheduled Maintenance
<u>August</u>	Friday, August 26 Wednesday, August 31	IT Scheduled Maintenance (eLearning) End of Summer Semester

*These dates are pending approval of the College being closed on Fridays during the summer by the Board of Trustees.

7/20/15

**ROWAN COLLEGE AT GLOUCESTER COUNTY
ACADEMIC CALENDAR
Fall 2016 – Summer 2017**

All classes certified to meet state and CHE/MSA guidelines and standards related to credit/contact hours of instruction.

FALL SEMESTER 2016

<u>September</u>	Monday, September 5 Tuesday, September 6 Wednesday, September 7 Saturday, September 10	Labor Day – College Closed All College Day First Day of Weekday Classes First Day of Saturday Classes
<u>October</u>	Monday, October 10 Wednesday, October 26	Columbus Day – College Open Professional Development Day – No Classes–7:45 a.m.-3:55 p.m. Classes Held–4:00 p.m.–10:55 p.m.
<u>November</u>	Friday, November 11 Wednesday, November 23 Thursday, November 24 Friday, November 25 Saturday, November 26	Veterans Day – College Open No Classes after 4:00 pm Thanksgiving – College Closed College Holiday – College Closed No Classes
<u>December</u>	Friday, December 16 Saturday, December 17 Monday, December 19 Tuesday, December 20 Monday, December 26 Monday, December 26 - Monday, January 2	End of Friday Classes End of Saturday Classes First Day of Winter Session - Term 1 End of Weekday Classes Holiday-Christmas Day Winter Break – College Closed

7/20/15

WINTER SEMESTER 2017

December (2016)

Monday, December 19

First Day of Winter Session - Term 1

January 2017

Monday, January 2

New Year's Day Holiday – College Closed

Tuesday, January 3

First Day of Winter Session – Term 2

Monday, January 16

Martin Luther King Day – College Closed

Wednesday, January 18

End of Winter Session

Thursday, January 19

Professional Development Day

SPRING SEMESTER 2017

January

Monday, January 16

Martin Luther King Day - College Closed

Thursday, January 19

Professional Development Day

Monday, January 23

First Day of Weekday Classes

Saturday, January 28

First Day of Saturday Classes

March

Monday, March 13 –

Spring Break – No Classes

Wednesday, March 15

Thursday, March 16

College Holiday-College Closed

Friday, March 17

College Holiday-College Closed

Saturday, March 18

Saturday Classes Held

April

Friday, April 14

College Holiday – College Closed

Saturday, April 15

No Classes

May

Wednesday, May 10

End of Weekday Classes

Saturday, May 13

End of Saturday Classes

Thursday, May 18

Commencement

Monday, May 22

First Day of Summer Semester

Monday, May 29

Memorial Day – College Closed

7/20/15

SUMMER SEMESTER 2017

<u>May</u>	Monday, May 22 Monday, May 29	First Day of Summer Semester Memorial Day-College Closed
<u>July</u>	Tuesday, July 4	Independence Day Holiday – College Closed
<u>August</u>	Wednesday, August 30	Last Day of Summer Semester