



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

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**REGULAR SESSION MINUTES**  
**March 8, 2016**

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan College at Gloucester County to order at 6:30 p.m. in the faculty/staff lounge in the Eugene J. McCaffrey College Center building.

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 November 18, 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 Trustee Jean DuBois:

**Members Present:**

Ms. Ave' Altersitz  
Mr. Gene Concordia  
Mr. Len Daws  
Ms. Jean DuBois  
Mr. Benjamin Griffith  
Mrs. Ruby Love  
Ms. Yolette Ross  
Dr. George Scott  
Mr. Douglas Wills, Esq. (6:50 pm)  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Dr. James Lavender  
Mrs. Virginia Scott

**Executive Cabinet Present:**

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

**Advisors Present:**

Mr. David Rapuano, Esq.  
Ms. Jessica Jolly  
Mr. Kristian Reed

Chair Concordia welcomed everyone and expressed condolences on behalf of the Board of Trustees to Mrs. Beth Hall, Executive Director of Financial Services. He then acknowledged Ms. Jessica Jolly, Faculty representative, and Mr. Kristian Reed, SGA President.

**RECOGNITION**

Chair Concordia acknowledged the efforts and accomplishments of Mr. Ron Case, Dean of Health, Physical Education and Recreation and Athletic Director, and wished him well in retirement. President Keating echoed Chair Concordia's well wishes on behalf of the College and congratulated him on a fabulous career. He then read a letter from the National

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Association of Collegiate Directors of Athletics announcing that Ron Case has been selected as a “2015-2016 Junior/Community College Under Armour AD of the Year” winner (letter attached). This is the fifth time that Mr. Case has been recognized with this award. Mr. Case thanked the athletes, coaches, staff, administration and Board for their support. He then introduced student athletes Dominic Ruggiero (wrestling), Toby Hague (wrestling), Vincent Anfield (men’s basketball), Leah Jayne (women’s tennis), Julia Ruczynski (women’s tennis), Martin Maldonado (cross country), Sarah Meighan (cross country), Sarah Getzinger (women’s basketball), Linda Gipe (women’s soccer), Maria Mancini (women’s soccer), Kendra Nelson (women’s volleyball), and remarked on each of their athletic and academic achievements.

Ms. Marlene Loglisci, Executive Director, Human Resources, introduced new employees Dianne Carbonetta, Amanda Chandler, Lisa Ford, Jennifer Gates and Gayle Hughes.

### **FY 2015 AUDIT**

Ms. Carol McAllister, Partner, Bowman & Company LLP, presented a summary overview of the findings of the *Rowan College of Gloucester County Report of Audit with Supplementary Information for the Fiscal Year Ended June 30, 2015*. (A copy of the report is on file in the Office of Financial Services at the College.) Trustee Wills asked Ms. McAllister if she had received the full cooperation of the College in performing the audit to which Ms. McAllister replied that she had. Ms. McAllister also affirmed Mr. Wills’ statement that they did a thorough audit and that there were no findings and therefore no actions required.

### **PRESIDENT’S REPORT**

President Keating presented the 2017 budget.

### **ACCEPTANCE OF MINUTES**

Chair Concordia declared the January 19, 2016 Regular Session meeting minutes and the January 27, 2016 Board Retreat minutes approved as presented.

### **STUDENT SERVICES**

At the request of Chair Concordia, Ms. Judith Atkinson, Vice President of Student Services, gave a brief report of happenings in the student services division and invited all to the RCGC Open House scheduled for March 22. She then introduced Mr. Kristian Reed, Student Government Association President, who provided information on the Career and Academic Planning Center and listed upcoming SGA events. President Keating and Vice President Atkinson then reported on the success of last month’s “Instant Decision Day”, which is an annual event where representatives from universities meet with prospective graduates and offer instant admission to qualified students. This year boasted the highest number of institutions participating and the highest number of instant acceptances to date, reflecting well on the quality of RCGC students. President Keating congratulated Kristian Reed on his immediate acceptance to all of the universities that he interviewed with.

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### **FINANCE**

At the request of Trustee Douglas Wills, Mr. Dominick Burzichelli, Vice President, Chief Operating Officer, gave an update on the College's finances.

- a. Informational Item: Statement of Month Ending January 31, 2016: The monthly operating report of revenues and expenditures was presented to the Board (report attached).
- b. FY2015 Audit Report: On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Ruby Love and unanimously passed, to acknowledge and to accept the FY2015 Audit Report.
- c. Revised FY2016 Operating Budget: On the recommendation of the President, Mr. Wills made a motion, seconded by Trustee Ross and unanimously passed, to approve a revised FY2016 operating budget (attached).
- d. FY2017 Operating Budget: On the recommendation of the President, Mr. Wills made a motion, seconded by Trustee DuBois and unanimously passed, to approve the FY2017 operating budget (attached).
- e. FY2017 Capital Budget (Chapter 12): On the recommendation of the President, Mr. Wills made a motion, seconded by Trustee Ave Altersitz and unanimously passed, to approve the FY2017 capital projects (Chapter 12) budget (attached).
- f. FY2017 Tuition and Fees Schedule: On the recommendation of the President, Mr. Wills made a motion, seconded by Trustee Love and unanimously passed, to approve the FY2017 tuition and fee schedule (attached).

### **FACILITIES/PROPERTY**

At the request of Trustee DuBois, Mr. Burzichelli gave an update on the College's facilities.

- a. Informational Item: Campus Safety Crime Statistics Report: As part of his update on College facilities, Mr. Burzichelli read the Crime Statistics report (attached).
- b. Contract Amendment: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Ross and unanimously passed, to approve a contract amendment in the amount of \$39,000 with Partner Engineering and Science, Inc. for LSRP/Remedial investigation services. (Resolution attached).
- c. Contract Award: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Benjamin Griffith and unanimously passed, to award a fair and open contract to I Miller Precision Optical for the purchase and delivery of Binocular Microscopes in the amount of \$31,807.92. (Resolution attached).
- d. Contract Award: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Len Daws and unanimously passed, to award a professional services contract to Efficiency Company for energy efficiency payment management from governments, power pools and utilities. (Resolution attached).
- e. Contract Award: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Altersitz and unanimously passed, to award a contract for construction of a new wood framed pole barn, FATS System relocation and renovations to the facilities office center and safety/security building to W. J. Gross in the amount of \$534,000. (Resolution attached).

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- f. Consortia Agreement: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Griffith and unanimously passed, to enter into an internal-local agency/shared services contract for an Internet Services Provider with the Educational Information and Resource Center in the amount of \$23,900 per year for sixty months. (Resolution attached)

### ACADEMIC SERVICES

At the request of Trustee Daws, Dr. Linda Hurlburt, Vice President of Academic Services, gave an update on happenings in the Academic division. She informed the Trustees that a Middle States Commission on Higher Education Vice President would be on campus tomorrow to discuss the College's Accreditation Self-Study proposal. She also mentioned that applications are currently being accepted for the first cohort of the "Women's Leadership Institute" for professional and leadership skills development.

- a. Associate in Science Degree in Human Resources: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Ross and unanimously passed, to approve a resolution authorizing Rowan College at Gloucester County to offer an Associate in Science Degree in Human Resources beginning September 1, 2016. (Resolution attached).
- b. Bachelor of Applied Science Degree in Health Science: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution authorizing Rowan College at Gloucester County to offer a Bachelor of Applied Science degree program in Health Science. (Resolution attached).
- c. New Jersey Department of Labor and Workforce Development, Office of Literacy Services: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Ross and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the State of New Jersey Department of Labor and Workforce Development, Office of Literacy Services, for partnership with the Gloucester County Library System for the Adult Literacy and Community Library Partnership Pilot Program for the period of April 2016 through March 2017 in the amount of \$60,000. (Resolution attached).
- d. Educational Opportunity Centers Program Grant: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Griffith and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the U.S. Department of Education for the Educational Opportunity Centers Program grant in the amount of \$1,180,000 for the period of September 1, 2016 through August 31, 2021. (Resolution attached).
- e. National Science Foundation S-STEM Grant: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Wills and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the National Science Foundation for the S-STEM grant in the amount of \$650,000, for the period of September 1, 2016, through August 31, 2021. (Resolution attached).
- f. State Health Insurance Program Grant: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Altersitz and unanimously passed, to approve a resolution for Senior Corps/RSVP to apply for and upon award, accept funding for from the State Health Insurance Program grant in the amount of \$23,000 for the period of April 1, 2016 to March 31, 2017. (Resolution attached).

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- g. High School Equivalency Test Provider: On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution to sign the High School Equivalency Test Agreement between Rowan College at Gloucester County and the Educational Testing Service effective January 1, 2016. (Resolution attached).

### **PERSONNEL**

On the recommendation of the President, Trustee Ross made a motion, seconded by Trustee DuBois and unanimously passed, to approve 4 appointments, 8 reassignments, 2 retirements, 1 part-time hire, 1 consultant, 5 adjunct hires and 69 reappointments for the 2016-17 academic year as listed on the attached.

### **POLICY**

At the request of Trustee Griffith, Ms. Meg Resue, Sr. Executive Assistant, Institutional Compliance, gave a synopsis of the Board policy being presented for approval. Then Trustee Griffith, on the recommendation of the President, made a motion, seconded by Trustee Ross and unanimously passed, to approve the following Board policy:

- a. Revise 2003 Open Public Access to Records (formerly 2020)

### **DATES TO REMEMBER**

Mrs. Randee Davidson, incoming Director of Institutional Advancement, informed the Trustees that the Foundation Gala will be on April 23 and the Foundation Golf Outing will be on May 25. Mrs. Karen Sitarski, Sr. Executive Assistant to the President and Board of Trustees, then reported the following dates of upcoming events:

#### **March**

- 14-17 Spring break – College is open; no classes
- 18 College Holiday – College closed
- 22 RCGC Recruitment Open House, 5:30 – 8:00 pm, Physical Education Center
- 23 Special Law Enforcement Officers Police Academy Graduation, 6:00 pm, Physical Education Center
- 25 College Holiday – College closed

#### **April**

- 6 Board of School Estimate Meeting, 6:00, Ceremonial Courtroom, Woodbury
- 12 Board of Trustee Meeting, 6:30 pm, Main Dining Room Annex
- 23 RCGC Foundation Gala, Auletto's

#### **May**

- 12 Recognition Ceremony of High School Dual Enrollment Students
- 13 Phi Theta Kappa Honor Society Induction Ceremony, 6:00, Gymnasium
- 16 Nurses Pinning Ceremony, 6:00, Gymnasium
- 17 President's Awards Ceremony, 6:00, Gymnasium
- 18 Adult High School Recognition Ceremony, 6:00, Gymnasium
- 19 Commencement
- 24 Athletic Banquet, 6:00, Masso's
- 26 Fire Academy Graduation, 7:00, Fine Arts Center
- 30 College Holiday – College closed

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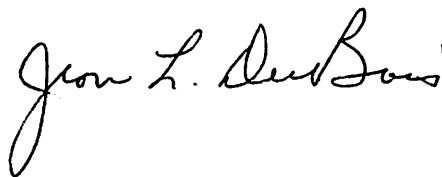
**PUBLIC PORTION**

Chair Concordia opened the public portion of the meeting. Dr. Geraldine Martin commented on the vision for RCGC and cultural opportunities for the college community.

**ADJOURNMENT**

At 8:00 p.m. Trustee Ross made a motion, seconded by Trustee Wills and unanimously passed, to adjourn the meeting.

Respectfully submitted,

A handwritten signature in black ink that reads "Jean L. DuBois". The signature is written in a cursive style with a large, looping initial 'J'.

Jean L. DuBois, Secretary



**PAST PRESIDENTS**

2014-15..... JIM PHILLIPS  
Northwestern University  
2013-14..... MIKE ALDEN  
University of Missouri  
2012-13..... KEVIN ANDERSON  
University of Maryland  
2011-12..... DAN GUERRERO  
UCLA  
2010-11..... DAVE ROACH  
Colgate University  
2009-10..... RANDY SPETMAN  
Florida State University  
2008-09..... JOAN CRONAN  
University of Tennessee  
2007-08..... KEVIN WHITE  
University of Notre Dame  
2006-07..... LEE McELROY  
University at Albany  
2005-06..... TIM CURLEY  
Penn State University  
2004-05..... GENE DeFILIPPO  
Boston College  
2003-04..... JUDY ROSE  
University of North Carolina Charlotte  
2002-03..... JOE CASTIGLIONE  
University of Oklahoma  
2001-02..... BILL BRADSHAW  
DePaul University  
2000-01..... DEBORAH YOW  
University of Maryland  
1999-2000..... DAVE HART, JR.  
Florida State University  
1998-99..... JIM LIVINGOOD  
University of Arizona  
1998-99..... VINCE DOOLEY  
University of Georgia  
1998-99..... BARBARA HEDGES  
University of Washington  
1998-99..... W. JAMES COPELAND  
Southern Methodist University  
1994-95..... EUGENE SMITH  
Iowa State University  
1993-94..... JOHN SWOFFORD  
University of North Carolina  
1992-93..... JIM JONES  
Ohio State University  
1991-92..... BILL BYRNE  
University of Oregon  
1990-91..... FRANK WINDEGGER  
Texas Christian University  
1989-90..... JACK LENGYEL  
U.S. Naval Academy  
1988-89..... GARY CUNNINGHAM  
Fresno State  
1987-88..... CARL MILLER  
University of the Pacific  
1986-87..... HOMER RICE  
Georgia Institute of Technology  
1985-86..... ANDY MOORADIAN  
University of New Hampshire  
1984-85..... JOHN CLUNE  
U.S. Air Force Academy  
1983-84..... BOB KARNES  
Drake University  
1982-83..... GEORGE KING  
Purdue University  
1981-82..... MIKE LUDE  
University of Washington  
1980-81..... JOHN TONER  
University of Connecticut  
1979-80..... BEN CARNEVALE  
College of William & Mary  
1978-79..... FRED MILLER  
Arizona State University  
1977-78..... BILL FLYNN  
Boston College  
1976-77..... STAN MARSHALL  
South Dakota State University  
1975-76..... BILL ROHR  
Ohio University  
1974-75..... HARRY FOUKE  
University of Houston  
1973-74..... JOHN WINKIN  
Colby College  
1972-73..... CECIL COLEMAN  
University of Illinois  
1971-72..... BUD JACK  
University of Utah  
1970-71..... AL TWITCHELL  
Rutgers University  
1969-70..... BILL ORWIG  
Indiana University  
1968-69..... MARSH TURNER  
Johns Hopkins University  
1967-68..... BOB BRONZAN  
San Jose State University  
1966-67..... DICK LARKINS  
Ohio State University  
1965-66..... JIM CORBETT  
Louisiana State University

PRESIDENT TIM SELGO  
Grand Valley State University

1<sup>st</sup> VICE PRESIDENT CHRIS PLONSKY  
University of Texas

2<sup>nd</sup> VICE PRESIDENT BUBBA CUNNINGHAM  
University of North Carolina



3<sup>rd</sup> VICE PRESIDENT LEE REED  
Georgetown University

SECRETARY DON TENCHER  
Rhode Island College

EXECUTIVE DIRECTOR BOB VECCHIONE  
NACDA

February 17, 2016

Ron Case  
Director of Athletics/Dean, HPER  
Rowan College at Gloucester County  
1400 Tanyard Road  
Sewell, NJ 08080

Dear Ron:

Congratulations! It is my pleasure to inform you that you have been selected as a 2015-16 Junior/Community College Under Armour AD of the Year Winner. You will be recognized during NACDA's 51<sup>st</sup> Annual Convention at the Hilton Anatole Hotel in Dallas, Texas on Wednesday, June 15 at the James J. Corbett Awards Luncheon.

Please contact Katie Newman (knewman@nacda.com or 440-788-7474) by **Friday, March 25** to confirm you will be able to attend the luncheon. All ADOY award recipients will receive four (4) complimentary luncheon tickets for family members, and we will have reserved tables at the front of the room for these individuals. Staff members from your institution that are in attendance at the Convention will be seated on a first come, first serve basis in the luncheon room. Please let Katie know whether you intend to use all of your allotted luncheon tickets.

As in the past, your institution will be responsible for providing funding for your attendance at Convention – including hotel accommodations, Convention registration, etc. Please go to NACDA's website at [www.nacda.com](http://www.nacda.com) to complete your Convention registration. Katie will be reaching out within the next week to offer assistance in booking your room at the Hilton Anatole Hotel. The room rate is \$179 plus tax per night (single or double occupancy) and a certain number of rooms have been held at the Anatole for ADOY recipients. If you have already booked your room, or plan to make other housing arrangements, please let her know as soon as possible.

As we get closer to June, Katie will be in touch regarding additional details for the luncheon.

Again, congratulations on this outstanding achievement.

Warmest regards.

Sincerely,

Bob Vecchione  
Executive Director

cc: Dr. Frederick Keating, President, Rowan College at Gloucester County

BV:kn

ROWAN COLLEGE at GLOUCESTER COUNTY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING JANUARY 31, 2016

	1/31/2016		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 15,379,853	14,751,617	\$ (628,236)
Police Academy - Tuition	90,000	41,875	(48,125)
Fire Academy - Tuition	-	33,133	33,133
Continuing Education	2,176,538	1,171,405	(1,005,133)
Fees	9,505,269	8,477,664	(1,027,605)
Out of County	25,000	16,439	(8,561)
<b>Government Appropriations</b>			
State	4,761,370	2,985,471	(1,775,899)
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	(3,827,472)
Other Revenues	35,779	98,106	62,327
Auxiliary Enterprises	683,200	301,934	(381,266)
Reserve for FY15			-
Reserve for FY16	256,446		(256,446)
Surplus Utilized	47,049		(47,049)
<b>Total Revenues</b>	<b>\$ 40,930,569</b>	<b>\$ 31,888,937</b>	<b>\$ (9,041,632)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 15,829,276	\$ 8,067,726	\$ 7,761,550
Personnel - FT	6,707,746	3,461,345	3,246,401
Personnel - FT OT, OL, Misc	1,550,341	947,638	602,703
Benefits	4,146,961	1,933,884	2,213,077
Personnel - PT	3,072,253	1,553,936	1,518,317
Expenses	351,975	170,923	181,052
Continuing Education - Total	\$ 2,311,089	\$ 1,118,845	\$ 1,192,244
Personnel - FT	407,561	277,980	129,581
Personnel - FT OT, OL, Misc	-	1,720	(1,720)
Benefits	307,045	148,234	158,811
Personnel - PT	431,350	161,514	269,836
Expenses	1,165,133	529,397	635,736



Police Academy - Total	\$ 432,005	\$ 204,141	\$ 227,864
Personnel - FT	233,776	131,135	102,641
Personnel - FT OT, OL, Misc	11,000	2,700	8,300
Benefits	101,374	31,819	69,555
Personnel - PT	32,200	15,713	16,487
Expenses	53,655	22,775	30,880
Fire Academy - Total	\$ 377,282	\$ 178,339	\$ 198,943
Personnel - FT	124,314	69,327	54,987
Personnel - FT OT, OL, Misc	7,000	2,766	4,234
Benefits	75,512	38,589	36,923
Personnel - PT	75,000	24,579	50,421
Expenses	95,456	43,077	52,379
Academic Support - Total	\$ 3,585,682	\$ 1,888,998	\$ 1,696,684
Personnel - FT	1,545,561	830,542	715,019
Personnel - FT OT, OL, Misc	132,100	38,469	93,631
Benefits	811,155	364,809	446,346
Personnel - PT	538,580	255,837	282,743
Expenses	558,286	399,341	158,945
Student Services - Total	\$ 5,988,187	\$ 3,196,559	\$ 2,791,628
Personnel - FT	3,086,351	1,797,466	1,288,885
Personnel - FT OT, OL, Misc	13,850	19,458	(5,608)
Benefits	1,304,446	645,329	659,117
Personnel - PT	463,812	172,878	290,934
Expenses	1,119,727	561,428	558,299
Institutional Support - Total	\$ 6,556,262	\$ 3,135,763	\$ 3,420,499
Personnel - FT	3,030,568	1,528,657	1,501,911
Personnel - FT OT, OL, Misc	19,000	12,623	6,377
Benefits	1,156,520	507,224	649,296
Personnel - PT	110,281	22,688	87,593
Expenses	2,239,893	1,064,571	1,175,322
Operating & Maintenance - Total	\$ 5,346,786	\$ 2,811,889	\$ 2,534,897
Personnel - FT	1,701,978	897,471	804,507
Personnel - FT OT, OL, Misc	116,014	50,739	65,275
Benefits	699,827	315,593	384,234
Personnel - PT	94,078	24,886	69,192
Expenses	2,734,888	1,523,199	1,211,689
Leasing Expenses	\$ 99,000	38,182	\$ 60,818
Retiree Benefits	\$ 405,000	206,661	\$ 198,339
<b>Total Operating Expenditures</b>	<b>\$ 40,930,569</b>	<b>\$ 20,847,104</b>	<b>\$ 20,083,465</b>



**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES TO ACKNOWLEDGE AND ACCEPT THE FISCAL YEAR 2015 AUDIT REPORT.**

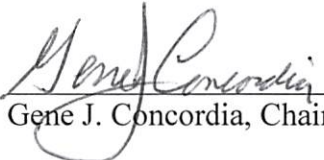
**WHEREAS**, Rowan College at Gloucester County has a need to perform an annual audit in accordance with Generally Accepted Accounting Standards (GAAS) of the American Institute of CPA's, and

**WHEREAS**, the Board of Trustees at their June 29, 2015 meeting appointed Bowman and Company LLP to conduct the annual FY15 audit; and

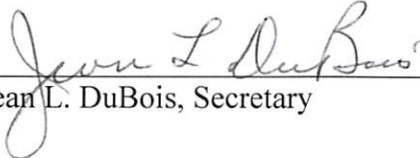
**WHEREAS**, The Financial Statements subjected to this audit were prepared following Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Auditing Standards Board (GASB);

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 8<sup>th</sup> day of March, 2016 that the Fiscal Year 2015 Audit report had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES TO APPROVE THE PROPOSED FISCAL YEAR 2016 REVISED BUDGET.**


**WHEREAS**, Rowan College at Gloucester County has a need to revise the FY2016 operating budget, and

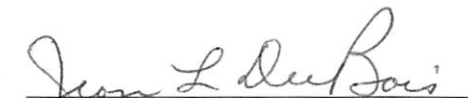
**WHEREAS**, the revised FY2016 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects and a reserve from the FY2015 budget) totaling \$40,099,742; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 8<sup>th</sup> day of March, 2016 that the Fiscal Year 2016 revised operating budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary



**Rowan College at Gloucester County**  
**FY16 Revised Budget**

**BUDGET TOTALS**

	<b>FY 16</b>	<b>Adjust</b>	<b>Revised Budget</b>	<b>FY 17</b>
Anticipated Revenue.....	40,947,384	(847,642)	40,099,742	42,404,121
Budget Appropriations.....	(40,930,569)	1,066,984	(39,863,585)	(42,266,646)
Reserve Capital Proj.	(320,310)	12,808	(307,502)	(322,576)
Reserve for FY16	256,446		256,446	
Surplus Utilized	47,049	(47,049)	0	
Reserve for FY17		(185,101)	(185,101)	185,101
Surplus Utilized.....	0	-	0	0
Surplus Used as a % of Budget.....	0.11%		0.00%	0.00%
\$ Increase from prior year, Revenue including reserve.....	1,878,985		(847,642)	2,304,379
% Increase from prior year, Revenue including reserve.....	4.81%		-2.07%	5.75%

**OPERATING BUDGET BY FUNCTION**

	<b>FY 16</b>	<b>Adjusted</b>	<b>Revised Budget</b>	<b>FY 17</b>
Instruction.....	14,318,760	(146,208)	14,172,552	14,564,224
Public Service.....	131,299	(16,474)	114,825	135,215
Academic Support.....	2,643,228	(45,230)	2,597,998	2,885,579
Student Services.....	4,683,740	2,070	4,685,810	5,058,416
Institutional Support.....	5,399,742	(379,991)	5,019,751	5,887,677
Facilities.....	4,646,958	(49,151)	4,597,807	4,739,917
Benefits.....	9,007,842	(432,000)	8,575,842	8,902,618
Debt Service.....	99,000	0	99,000	93,000
TOTAL.....	40,930,569	(1,066,984)	39,863,585	42,266,646
\$ Increase(Decrease) compared to previous year.....	1,824,483		(1,066,984)	2,403,061
% Increase (Decrease) compared to previous year.....	4.67%		-2.61%	6.03%

## OPERATING BUDGET - SALARIES & EXPENSES

	FY 16	Adjusted	Revised Budget	FY 17
<b><u>Operating Salaries</u></b>				
Instruction.....	12,652,541	90,541	12,743,082	13,101,431
Public Service.....	98,691	(5,474)	93,217	104,137
Academic Support.....	2,117,550	(42,965)	2,074,585	2,301,071
Student Services.....	3,564,013	58,287	3,622,300	3,910,844
Institutional Support.....	3,159,849	(202,094)	2,957,755	3,187,308
Facilities.....	1,912,070	(6,151)	1,905,919	2,027,529
Benefits.....	9,007,842	(432,000)	8,575,842	8,902,618
<b>TOTAL SALARIES.....</b>	<b>32,512,556</b>	<b>(539,856)</b>	<b>31,972,700</b>	<b>33,534,938</b>
% of Salaries to total Budget.....	79.43%		80.21%	79.34%
\$ Increase(Decrease) compared to previous year - Salaries.....	1,656,176		(539,856)	1,562,238
% Increase (Decrease) compared to previous year - Salaries.....	5.37%		-1.66%	4.89%
<b><u>Operating Expenses</u></b>				
Instruction.....	1,666,219	(236,749)	1,429,470	1,462,793
Public Service.....	32,608	(11,000)	21,608	31,078
Academic Support.....	525,678	(2,265)	523,413	584,508
Student Services.....	1,119,727	(56,217)	1,063,510	1,147,572
Institutional Support.....	2,239,893	(177,897)	2,061,996	2,700,369
Facilities.....	2,734,888	(43,000)	2,691,888	2,712,388
Debt.....	99,000	0	99,000	93,000
<b>TOTAL EXPENSES.....</b>	<b>8,418,013</b>	<b>(527,128)</b>	<b>7,890,885</b>	<b>8,731,708</b>
% of Expenses to total Budget.....	20.57%		19.79%	20.66%
\$ Increase(Decrease) compared to previous year - Expenses.....	168,307		(527,128)	840,823
% Increase (Decrease) compared to previous year - Expenses.....	2.04%		-6.26%	10.66%
<b>TOTAL.....</b>	<b>40,930,569</b>	<b>(1,066,984)</b>	<b>39,863,585</b>	<b>42,266,646</b>

**Rowan College at Gloucester County  
FY16 Revised Budget**

**Analysis of Annual Revenue Changes**

	FY 2016 Initial	FY 2016 Revised	FY 2017 Initial
<b>Approved Budget.....</b>	<b>39,068,399</b>	<b>40,947,384</b>	<b>40,099,742</b>
<b>State Aid</b>			
Rate Increase/(Decrease).....	0.00%	5.23%	0.00%
<b>Increased/(Decreased) Revenue.....</b>	<b>0</b>	<b>265,311</b>	<b>0</b>
<b>County Aid</b>			
Rate Increase/(Decrease).....	0.00%	0.00%	0.00%
<b>Increased/(Decrease) Revenue.....</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Tuition</b>			
Enrollment Growth.....	0.00%	0.00%	
Rate Increase %.....	2.11%	0.00%	2.06%
Rate Increase \$ per credit.....	2.00	0.00	2.00
<b>Increased Revenue.....</b>	<b>851,693</b>	<b>(583,188)</b>	<b>1,085,328</b>
<b>Tuition - Out of County &amp; Fire/Police .....</b>	<b>(70,000)</b>	<b>75,000</b>	<b>0</b>
<b>Tuition - Continuing Education</b>	<b>210,378</b>	<b>(553,977)</b>	<b>59,439</b>
<b>Tuition - ECEC &amp; Camps</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>General Service Fee</b>			
Enrollment Growth.....	0.00%	0.00%	
Rate Increase \$ per credit.....	4.00	0.00	2.00
<b>Increased Revenue.....</b>	<b>797,802</b>	<b>(246,554)</b>	<b>612,750</b>
<b>Other Student Fees.....</b>	<b>89,112</b>	<b>170,192</b>	<b>685,974</b>
<b>Interest on Investments.....</b>	<b>0</b>	<b>143,333</b>	<b>(139,112)</b>
<b>Other Misc Revenue -</b>			
Continuing Education.....			0
Bookstore, Vending, & Rent.....	0	(117,759)	
Cell Tower Commissions.....	0	0	0
Service adj - Cafeteria.....	0	0	0
Library Fines, Testing.....	0	0	0
Other.....	0	0	0
<b>Increased/(Decreased) Revenue.....</b>	<b>0</b>	<b>(117,759)</b>	<b>0</b>
<b>Total Increases.....</b>	<b>1,878,985</b>	<b>(847,642)</b>	<b>2,304,379</b>
<b>Current Year Revenue Anticipated.....</b>	<b>40,947,384</b>	<b>40,099,742</b>	<b>42,404,121</b>



## Rowan College at Gloucester County FY16 Revised Budget

### Revenue Summary

Source of Revenue	Initial	FY2016 Adjust	Revised	FY2017 Initial
<b>Governmental Allocation</b>				
County of Gloucester.....	7,654,944		7,654,944	7,654,944
State of New Jersey.....	5,076,491	265,311	5,341,802	5,341,802
<b>Sub-Total Governmental.....</b>	<b>12,731,435</b>	<b>265,311</b>	<b>12,996,746</b>	<b>12,996,746</b>
<b>Student Tuition</b>				
Academic.....	15,379,853	(583,188)	14,796,665	15,881,993
Out-of-County (charge back).....	25,000		25,000	25,000
Police Academy.....	90,000		90,000	90,000
Fire Academy.....		75,000	75,000	75,000
Continuing Ed Catalog.....	700,000	(180,000)	520,000	630,000
ACT Center.....	319,538	(163,977)	155,561	300,000
Customized Training.....	707,000	(10,000)	697,000	729,000
Safety Council.....	300,000	(150,000)	150,000	
Safety Training - Non-Council.....	150,000	(50,000)	100,000	23,000
<b>Fees</b>				
General Service Fee.....	6,165,968	(246,554)	5,919,414	6,532,164
Construction Fee.....	320,310	(12,808)	307,502	322,576
Program Fees.....	517,000		517,000	517,000
Developmental Fee.....	219,218	(50,000)	169,218	169,218
Material Fee.....	828,958	90,000	918,958	918,958
Lab Instruction Fee.....	1,497,000	100,000	1,597,000	2,267,900
Graduation Fees.....	56,700	20,000	76,700	76,700
Transcript Fee.....	51,163		51,163	51,163
Miscellaneous Fees.....	15,240		15,240	15,240
Late Registration/Payment Fee.....	19,320	5,000	24,320	24,320
Payment Plan Enrollment Fee.....	110,942	18,000	128,942	128,942
Application Fees.....	23,760		23,760	23,760
<b>Sub-Total Tuition &amp; Fees.....</b>	<b>27,496,970</b>	<b>(1,138,527)</b>	<b>26,358,443</b>	<b>28,801,934</b>
<b>Auxiliary Enterprises (net)</b>				
Cell Tower Commissions.....	21,800		21,800	21,800
Vending.....	29,000		29,000	29,000
Book Store.....	430,000		430,000	430,000
Bookstore - Capital	20,000		20,000	20,000
Facilities Usage.....	135,400	(117,759)	17,641	17,641
Library Fees & Fines.....	2,000		2,000	2,000
Entrance & Proficiency Tests.....	45,000		45,000	45,000
<b>Other Revenue</b>				
Miscellaneous Revenue.....	35,779	60,000	95,779	40,000
Prior Year Revenue.....	0	83,333	83,333	
<b>Sub-Total Auxiliary &amp; Other.....</b>	<b>718,979</b>	<b>25,574</b>	<b>744,553</b>	<b>605,441</b>
<b>TOTAL REVENUE.....</b>	<b>40,947,384</b>	<b>(847,642)</b>	<b>40,099,742</b>	<b>42,404,121</b>



**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES TO APPROVE THE PROPOSED FISCAL YEAR 2017 BUDGET.**

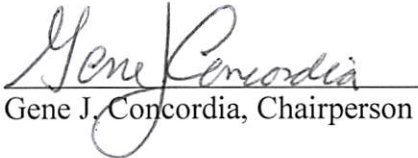
**WHEREAS**, Rowan College at Gloucester County has a need to adopt the FY2017 operating budget, and

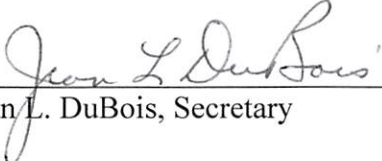
**WHEREAS**, the FY2017 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects and a reserve from the FY2016 budget) totaling \$42,404,121; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 8<sup>th</sup> day of March, 2016 that the Fiscal Year 2017 operating budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary



## PUBLIC HEARING ROWAN COLLEGE AT GLOUCESTER COUNTY

Please take note that the Board of School Estimate of Rowan College at Gloucester County, 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 2016-2017. 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 6, 2016, at 6:00 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, Rowan College at Gloucester County Board of Trustees, Rowan College at Gloucester County, 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

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

**PROPOSED OPERATING BUDGET FOR SCHOOL YEAR  
July 1, 2016 to June 30, 2017**

	<u>Operating Appropriations for School Year 2016-2017</u>
<b><u>CURRENT OPERATING INCOME</u></b>	
County Appropriation for Current Operating Expenses	\$ 7,654,944
State Appropriation for Current Operating Expenses	5,341,802
Student Tuition and Fees Collected from Students	28,801,934
Other Income	605,441
Carryover from FY 2016	185,101
Reserve for Capital Projects	<u>(322,576)</u>
<b>TOTAL OPERATING INCOME</b>	<b><u>\$ 42,266,646</u></b>
<b><u>CURRENT OPERATING EXPENSES</u></b>	
Instruction	\$ 14,564,224
Public Service	135,215
Academic Support	2,885,579
Student Services	5,058,416
Institutional Support	5,887,677
Operation/Maintenance of Plant/Capital	4,739,917
Fringe Benefits	8,902,618
Debt Service	<u>93,000</u>
<b>TOTAL OPERATING EXPENSES</b>	<b><u>\$ 42,266,646</u></b>

**Rowan College at Gloucester County  
FY17 Budget**

**BUDGET TOTALS**

	<b>FY16 Revised</b>	<b>FY 17</b>
Anticipated Revenue.....	40,099,742	42,404,121
Budget Appropriations.....	(39,863,585)	(42,266,646)
Reserve Capital Proj.	(307,502)	(322,576)
Reserve for FY16	256,446	
Reserve for FY17	(185,101)	185,101
Surplus Utilized.....	0	0
Surplus Used as a % of Budget.....	0.00%	0.00%
\$ Increase from prior year, Revenue including reserve.....	(847,642)	2,304,379
% Increase from prior year, Revenue including reserve.....	-2.07%	5.75%

**OPERATING BUDGET BY FUNCTION**

	<b>FY16 Revised</b>	<b>FY 17</b>
Instruction.....	14,172,552	14,564,224
Public Service.....	114,825	135,215
Academic Support.....	2,597,998	2,885,579
Student Services.....	4,685,810	5,058,416
Institutional Support.....	5,019,751	5,887,677
Facilities.....	4,597,807	4,739,917
Benefits.....	8,575,842	8,902,618
Debt Service.....	99,000	93,000
TOTAL.....	39,863,585	42,266,646
\$ Increase(Decrease) compared to previous year.....	(1,066,984)	2,403,061
% Increase (Decrease) compared to previous year.....	-2.61%	6.03%

**Rowan College at Gloucester County**  
**FY17 Budget**

**OPERATING BUDGET - SALARIES & EXPENSES**

	<b>FY16 Revised</b>	<b>FY 17</b>
<b><u>Operating Salaries</u></b>		
Instruction.....	12,743,082	13,101,431
Public Service.....	93,217	104,137
Academic Support.....	2,074,585	2,301,071
Student Services.....	3,622,300	3,910,844
Institutional Support.....	2,957,755	3,187,308
Facilities.....	1,905,919	2,027,529
Benefits.....	8,575,842	8,902,618
<b>TOTAL SALARIES.....</b>	<b>31,972,700</b>	<b>33,534,938</b>
% of Salaries to total Budget.....	80.21%	79.34%
\$ Increase(Decrease) compared to previous year - Salaries.....	(539,856)	1,562,238
% Increase (Decrease) compared to previous year - Salaries....	-1.66%	4.89%
<b><u>Operating Expenses</u></b>		
Instruction.....	1,429,470	1,462,793
Public Service.....	21,608	31,078
Academic Support.....	523,413	584,508
Student Services.....	1,063,510	1,147,572
Institutional Support.....	2,061,996	2,700,369
Facilities.....	2,691,888	2,712,388
Debt.....	99,000	93,000
<b>TOTAL EXPENSES.....</b>	<b>7,890,885</b>	<b>8,731,708</b>
% of Expenses to total Budget.....	19.79%	20.66%
\$ Increase(Decrease) compared to previous year - Expenses....	(527,128)	840,823
% Increase (Decrease) compared to previous year - Expenses..	-6.26%	10.66%
<b>TOTAL.....</b>	<b>39,863,585</b>	<b>42,266,646</b>

# Rowan College at Gloucester County FY17 Budget

## Analysis of Annual Revenue Changes

	FY 2016 Revised	FY 2017 Initial
<b>Approved Budget.....</b>	<b>40,947,384</b>	<b>40,099,742</b>
<b>State Aid</b>		
Rate Increase/(Decrease).....	5.23%	0.00%
<b>Increased/(Decreased) Revenue..</b>	<b>265,311</b>	<b>0</b>
<b>County Aid</b>		
Rate Increase/(Decrease).....	0.00%	0.00%
<b>Increased/(Decrease) Revenue...</b>	<b>0</b>	<b>0</b>
<b>Tuition</b>		
Enrollment Growth.....	0.00%	
Rate Increase %.....	0.00%	2.06%
Rate Increase \$ per credit.....	0.00	2.00
<b>Increased Revenue.....</b>	<b>(583,188)</b>	<b>1,085,328</b>
<b>Tuition - Out of County &amp; Fire/Police .</b>	<b>75,000</b>	<b>0</b>
<b>Tuition - Continuing Education</b>	<b>(553,977)</b>	<b>59,439</b>
<b>Tuition - ECEC &amp; Camps</b>	-	-
<b>General Service Fee</b>		
Enrollment Growth.....	0.00%	
Rate Increase \$ per credit.....	0.00	2.00
<b>Increased Revenue.....</b>	<b>(246,554)</b>	<b>612,750</b>
<b>Other Student Fees.....</b>	<b>170,192</b>	<b>685,974</b>
<b>Interest on Investments.....</b>	<b>143,333</b>	<b>(139,112)</b>
<b>Other Misc Revenue -</b>		
Bookstore, Vending, & Rent.....	(117,759)	
Cell Tower Commissions.....	0	0
Service adj - Cafeteria.....	0	0
Library Fines, Testing.....	0	0
Other.....	0	0
<b>Increased/(Decreased) Revenue..</b>	<b>(117,759)</b>	<b>0</b>
<b>Total Increases.....</b>	<b>(847,642)</b>	<b>2,304,379</b>
<b>Current Year Revenue Anticipated.....</b>	<b>40,099,742</b>	<b>42,404,121</b>



**Rowan College at Gloucester County  
FY17 Budget**

**Revenue Summary**

Source of Revenue	FY2016 Revised	FY2017 Initial
<b>Governmental Allocation</b>		
County of Gloucester.....	7,654,944	7,654,944
State of New Jersey.....	5,341,802	5,341,802
<b>Sub-Total Governmental.....</b>	<b>12,996,746</b>	<b>12,996,746</b>
<b>Student Tuition</b>		
Academic.....	14,796,665	15,881,993
Out-of-County (charge back).....	25,000	25,000
Police Academy.....	90,000	90,000
Fire Academy.....	75,000	75,000
Continuing Ed Catalog.....	520,000	630,000
ACT Center.....	155,561	300,000
Customized Training.....	697,000	729,000
Safety Council.....	150,000	
Safety Training - Non-Council.....	100,000	23,000
<b>Fees</b>		
General Service Fee.....	5,919,414	6,532,164
Construction Fee.....	307,502	322,576
Program Fees.....	517,000	517,000
Developmental Fee.....	169,218	169,218
Material Fee.....	918,958	918,958
Lab Instruction Fee.....	1,597,000	2,267,900
Graduation Fees.....	76,700	76,700
Transcript Fee.....	51,163	51,163
Miscellaneous Fees.....	15,240	15,240
Late Registration/Payment Fee.....	24,320	24,320
Payment Plan Enrollment Fee.....	128,942	128,942
Application Fees.....	23,760	23,760
<b>Sub-Total Tuition &amp; Fees.....</b>	<b>26,358,443</b>	<b>28,801,934</b>
<b>Auxiliary Enterprises (net)</b>		
Cell Tower Commissions.....	21,800	21,800
Vending.....	29,000	29,000
Book Store.....	430,000	430,000
Bookstore - Capital	20,000	20,000
Facilities Usage.....	17,641	17,641
Library Fees & Fines.....	2,000	2,000
Entrance & Proficiency Tests.....	45,000	45,000
<b>Other Revenue</b>		
Miscellaneous Revenue.....	95,779	40,000
Prior Year Revenue.....	83,333	
<b>Sub-Total Auxiliary &amp; Other.....</b>	<b>744,553</b>	<b>605,441</b>
<b>TOTAL REVENUE.....</b>	<b>40,099,742</b>	<b>42,404,121</b>



**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES TO APPROVE THE PROPOSED FISCAL YEAR 2017 CAPITAL BUDGET.**

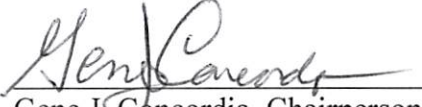
**WHEREAS**, Rowan College at Gloucester County has a need for a FY2017 capital budget, and

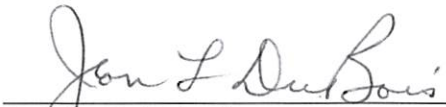
**WHEREAS**, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

**WHEREAS**, Rowan College at Gloucester County will use the \$2,900,000 for various building and infrastructure renovations and repairs as described in the College's Facilities Long Range Master Plan;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 8<sup>th</sup> day of March, 2016 that the Fiscal Year 2017 capital budget had been acknowledged and accepted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary



**PUBLIC HEARING ROWAN COLLEGE AT GLOUCESTER COUNTY**

Please take note that the Board of School Estimate of Rowan College at Gloucester County, 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 2015-2016. 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 6, 2016, at 6:00 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, Rowan College at Gloucester County Board of Trustees, Rowan College at Gloucester County, 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

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

**PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR  
July 1, 2016 to June 30, 2017**

	<u>Capital Appropriations for School Year 2016-2017</u>
<b><u>CAPITAL SOURCES</u></b>	
County Share of Capital Bonds	\$1,450,000
Anticipated State Reimbursement of Bond Principal	<u>1,450,000</u>
<b>TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE</b>	<u><b>\$2,900,000</b></u>
<b><u>CAPITAL USES</u></b>	
Various building and infrastructure renovations and repairs	<u>\$2,900,000</u>
<b>TOTAL CAPITAL USES</b>	<u><b>\$2,900,000</b></u>



**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY BOARD OF TRUSTEES TO APPROVE THE PROPOSED FISCAL YEAR 2017 TUITION AND FEE SCHEDULE.**

**WHEREAS**, Rowan College at Gloucester County has a need to revise the Fiscal Year 2017 tuition and fee schedule, and

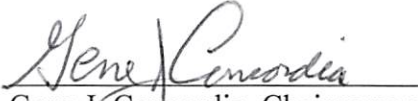
**WHEREAS**, the revised Fiscal Year 2017 proposed tuition and fee schedule calls for a \$2 increase in tuition (\$97 to \$99 per credit hour) and a \$2 increase in the general service fee (\$38.50 to \$40.50 per credit hour); and

**WHEREAS**, the proposed changes will bring the total tuition and per credit fees to \$139.50 per credit hour resulting in an annual increase of \$120 for a full-time student;

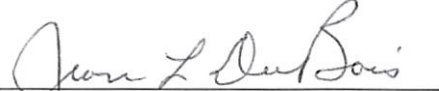
**WHEREAS**, other fees may apply as appropriate;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 8<sup>th</sup> day of March, 2016 that the Fiscal Year 2017 tuition and fees schedule had been approved.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary



**ROWAN COLLEGE AT GLOUCESTER COUNTY  
TUITION AND FEES SCHEDULE  
(Effective September 2016)**

<b><u>A) TUITION:</u></b>	<b><u>PER CREDIT</u></b>
Gloucester County residents	\$ 99.00
Out-of-County residents	125.00(1)
Out-of-State residents	250.00
International Students	300.00
NJVCC on-line courses	100.00(2)
High School Option (HSOP)	65% discount*
*discount applies only to tuition and per credit fees, no limit on the number of courses	
 <b><u>B) REQUIRED FEES:</u></b>	 <b><u>PER CREDIT</u></b>
General Service Fee	\$ 40.50
Capital Construction Fee	2.00
Developmental Fee (remedial classes only)	12.00
 <b><u>C) OTHER FEES:</u></b>	 <b><u>PER OCCURRENCE</u></b>
Application Fee (nonrefundable)	\$ 20.00
Late Registration Fee (Full or Part-time)	20.00
Late Payment Fee	30.00
Course Change Fee	20.00
Graduation Fee	63.00
Payment Plan Fee	40.00
Transcripts – Standard Processing	5.00 per request
Transcripts – Expedited Processing	10.00 per request
Replacement Diploma	35.00
Lexis-Nexis Annual Fee	cost pass-through (3) currently \$40 per year
CCMA – Phlebotomy	cost pass through currently \$105 per class
CCMA – EKG	cost pass through currently \$105 per class
CCMA – Medical Assistant	cost pass through currently \$149 per class
Nurse Entrance Test fee	cost pass-through + \$25 administration (3)
HESI Exam Fee NUR 220	cost pass-through + \$25 administration (3)
Other Standardized Tests	cost pass-through + \$25 administration (3)
Nursing, Allied Health	\$1,000 per semester
Automotive Technology (beginning 2 <sup>nd</sup> academic term)	\$1,000 per semester
Physical Therapist Assistant (beginning 2 <sup>nd</sup> acad term)	\$1,000 per semester
Stop & Reissue Check Fee	cost pass-through + \$30 administration fee
Reissue Check Fee	cost pass-through + \$30 administration fee
Returned Check Fee	cost pass-through + \$30 administrative fee
ID card	No charge (4)
ID card replacement fee (lost cards)	10.00 per card
Parking Decal	No charge (4)
Accident Insurance (on premises)	No charge (4)
Liability Insurance (N/AH students only)	cost pass-through (5)
Library Membership Fee – per year (6)	Non-Student County Residents - \$10

**ROWAN COLLEGE AT GLOUCESTER COUNTY  
TUITION AND FEES SCHEDULE  
(Effective September 2016)**

**(Continued)**

**D) COURSE FEES:**

<b><u>Fee Category</u></b>	<b><u>Courses Included</u></b>	
A	Materials Fee - Computer laboratory	\$20.00
B	Materials Fee - Art (some courses) Civil Engineering, Drafting Computer Graphic Arts	35.00 (7)
C	Materials Fee – Auto Tech, Science	60.00
D	Video Course Fee	50.00
E	Materials Fee - Nursing, NMT, DMS, PTA CCMA, ALH 115, ALH 119, ALH 123	50.00 (7)
F	Reserved for future use	
G	Lab Fee – 1 Contact	<b>99.00 (7)</b>
H	Lab Fee – 2 Contacts	<b>198.00 (7)</b>
I	Lab Fee – 3 Contacts	<b>297.00 (7)</b>
J	Materials Fee – DMS 106, DMS 210, DMS 221	42.88
K	Curriculum Review Fee NUR 220	400.00
L	Reserved for future use	
O	On-line Technology Fee	50.00
Q	Quickbooks Certification Fee – BUS 207	150.00
R	PTA Assessment Fee	200.00
S	PTA Clinical Fee	\$100.00
T	PTA Curriculum Review Course Fee	\$400.00
W	Materials Fee – BIO 212 (Wetlands Institute)	250.00



**ROWAN COLLEGE AT GLOUCESTER COUNTY  
TUITION AND FEES SCHEDULE  
(Effective September 2016)**

**(Continued)**

**REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY**

<b><u>Fall/Spring</u></b>	100% refund before semester begins 50% refund during partial refund period
<b><u>Summer/Interterm</u></b>	100% refund before semester begins 50% refund during partial refund period

**PRINT MANAGEMENT FEES (in excess of free copies allotted per semester):**

Per Black Ink Page	\$0.05
Per Color Ink Page	\$0.20

**LIBRARY FINES:**

Fines - \$.25 per day, per item overdue with a \$10.00 maximum per item  
Replacement – Cost of the item plus \$5.00 processing fee per item.  
Withdrawn item (item not being replaced) – Cost of the item (i.e. Amerifolio)

**Notes**

- (1) Out-of-county residents must apply for a Certificate of Residence (charge-back) from their home county as required by State statute 18A:64A-23 and 18A:64B-4.
- (2) The NJVCC on-line course fee is an estimate for informational purposes only. The actual rate is set by the Council of County Colleges.
- (3) Processing and administering of all standardized tests are charged for the actual cost to purchase the test (approximately \$30 to \$50 per test) plus a \$25 fee to administer the test.

Lexis-Nexis subscriptions are charged to the student at the actual cost of the subscription. This cost is currently \$40 per year. This subscription is optional for paralegal students who desire off-campus access to Lexis-Nexis.

- (4) These services are included as part of the General Service Fee.
- (5) Liability insurance is mandated for all Nursing and Allied Health students. The \$50 assessment is a current estimate. The actual fee will reflect the actual pass-through cost of insurance.

- (6) Annual Library membership fee applies to Non-Student County residents. This fee is waived for residents whose municipal library participates in the LOGIN Consortium. Access to the Library is included in the tuition for all GCC students.
- (7) These course fees are in accordance with programs listed in the College Catalog.

## INFORMATIONAL ITEM:

### ROWAN COLLEGE at GLOUCESTER COUNTY SAFETY AND SECURITY DEPARTMENT



#### REPORT

**TO:** Joseph Getsinger, Executive Director of Safety and Security  
**FROM:** Paul Babcock, Assistant Director  
**DATE:** February 26, 2016  
**SUBJECT:** **CRIME STATISTICS for the month of FEBRUARY**

In accordance with New Jersey Statute P.L. 2015, Chapter 220, S485, supplementing Chapter 3b of Title 18A, enacted January 19, 2016 the President of each public institution of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period. For the purpose of this report Rowan College at Gloucester County is following the Clery Act definitions for reporting crime statistics.

• Burglary	0 Incidents
• Criminal Trespass	0 Incidents
• Possession of Controlled Dangerous Substances	0 Incidents
• Underage Alcohol Consumption	0 Incidents
• Thefts	0 Incidents
• Harassment	0 Incidents
• Criminal Mischief	0 Incidents
• Receiving Stolen Property	0 Incidents
• False Public Alarms	4 Incidents
• Emergency Notifications	0 Incidents
• Sexual Assault	0 Incidents
• Hate Crimes	0 Incidents
• Violence Against Women	0 Incidents
• Timely Warnings	0 Incidents
• Medical Incidents	4 Incidents

Training:	Lock Down Drill	1
	Fire Drill	1
	Tabletop Exercise (COOP – COG)	1



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A  
NON-FAIR AND OPEN CONTRACT AMENDMENT FOR LSRP/REMEDIAL  
INVESTIGATION SERVICES**

**WHEREAS**, Rowan College at Gloucester County has a need to acquire professional services for LSRP/Remedial investigation services pursuant to the provisions of County Contract Law (18A:64A-25.5a) "exceptions to requirements for advertising, professional services, in excess of \$34,200 and as a non-fair and open contract for contracts exceeding \$17,500 as allowed by N.J.S.A. 19:44A-20.4; and

**WHEREAS**, the Vice President and Chief Operating Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract amendment is one year from the date of the contract, and may be extended as approved by the College; and

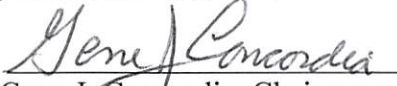
**WHEREAS**, Partner Assessment Corporation, d/b/a Partner Engineering and Science, Inc. has acquired substantially all of the assets and business of Birdsell Services Group (the Colleges previous LSRP of record); and

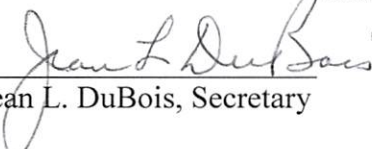
**WHEREAS**, Partner Engineering and Science Inc. has completed and submitted a Business Entity Disclosure Certification, Political Contribution Disclosure, and Stockholder Disclosure which certifies it has not made any reportable contributions to a political committee in the County of Gloucester in the previous one year, and that the contract will prohibit Partner Engineering and Science, Inc. from making any reportable contributions through the term of the contract; 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 on the 8th day of March, 2016 authorizes the President or his designee to enter into a contract amendment in the amount of \$39,000.00 with Partner Engineering and Science, Inc. as described herein; and

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary







**RESOLUTION TO APPROVE THE PURCHASE AND DELIVERY OF  
BINOCULAR MICROSCOPES THROUGH A FAIR AND OPEN PROCESS**

**WHEREAS**, Rowan College at Gloucester County publicly solicited bids for the purchase and delivery of Binocular Microscopes; and

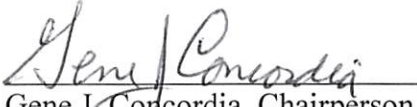
**WHEREAS**, The College has advertised for bids pursuant to the provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges; and

**WHEREAS**, Three (3) sealed bids were received and publicly opened on January 12, 2016 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 I Miller Precision Optical in the amount of \$31,807.92 as the lowest responsible bidder for the purchase and delivery of Binocular Microscopes.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTACT FOR ENERGY EFFICIENCY PAYMENTS FROM GOVERNMENTS, POWER POOLS AND UTILITIES**

**WHEREAS**, Rowan College at Gloucester County has a need to acquire professional services for Energy Efficiency Payments from Governments, Power Pools and Utilities pursuant to the provisions of County Contract Law (18A:64A-25.5a) "exceptions to requirements for advertising, professional services, in excess of \$34,100; and

**WHEREAS**, The anticipated term of this contract is one year commencing on the date of the contract and may be extended as approved by the College; 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

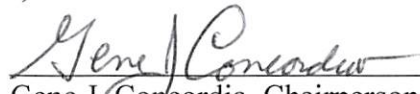
**WHEREAS**, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded will exceed \$17,500; and

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


**WHEREAS**, Efficiency Company has completed and submitted a Business Entity Disclosure Certification which certifies that neither Efficiency Company 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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Rowan College at Gloucester County on the 8<sup>th</sup> day of March, 2016 that the President or his designee are authorized to enter into contracts with Efficiency Company as described herein; and

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary







**RESOLUTION AWARDING A CONTRACT FOR CONSTRUCTION OF A NEW  
WOOD FRAMED POLE BARN, FATS SYSTEM RELOCATION AND  
RENOVATIONS TO THE FACILITIES OFFICE CENTER AND  
SAFETY/SECURITY BUILDING**

**WHEREAS**, Rowan College at Gloucester County has a need to acquire a contract for the construction of a new wood frame pole barn, FATS System relocation and renovations to the facilities office center and safety/security buildings; and

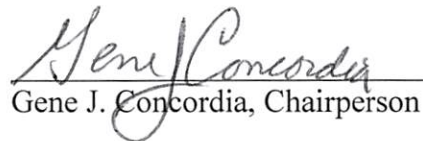
**WHEREAS**, The College has advertised for bids pursuant to the provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County Colleges; and

**WHEREAS**, Four (4) sealed bid was received and publically opened on February 5, 2016 in accordance with a fair and open process; and

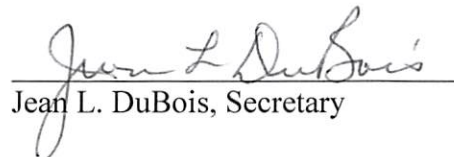
**WHEREAS**, The Chief Financial Officer of the College has certified that the funds are available for this project; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Rowan College at Gloucester County on the 8<sup>th</sup> day of March, 2016 that the College shall award a contract to W.J. Gross of Sewell, NJ in the amount of \$534,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE A CONSORTIA AGREEMENT BETWEEN  
ROWAN COLLEGE AT GLOUCESTER COUNTY AND THE  
EDUCATIONAL INFORMATION & RESOURCE CENTER (EIRC) FOR AN  
INTERNET SERVICES PROVIDER**

**WHEREAS**, Rowan College at Gloucester County agrees to enter into an Internal-Local Agency/Shared Services Agreement/Consortia with the EIRC to provide products and 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**, Rowan College at Gloucester County would like to participate in the EIRC Connect Proposal for an Internet Services Provider (ISP); and

**WHEREAS**, the period of the program will be for a period of sixty (60) months; and

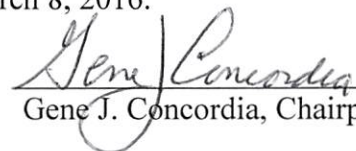
**WHEREAS**, the cost to the College is \$23,900.00 a year; and

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


**WHEREAS**, Rowan College at Gloucester County hereby certifies that permission has been granted to accept and sign the agreement between the EIRC and the Rowan College at Gloucester County for an Internet Services Provider; 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 Educational Information & Resource Center and Rowan College at Gloucester County for an Internet Services Provider in the amount of \$23,900 per year for a period of sixty months.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE THE AUTHORIZATION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN HUMAN RESOURCES**


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

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

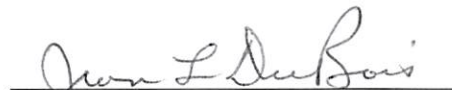
**WHEREAS**, the program will provide two years of concentrated study in human resources for those who plan to pursue a baccalaureate degree in Human Resources; and

**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 offer an Associate in Science Degree in Human Resources beginning September 1, 2016.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary







**RESOLUTION TO AUTHORIZE ROWAN COLLEGE AT GLOUCESTER COUNTY TO OFFER A BACHELOR IN APPLIED SCIENCE DEGREE PROGRAM IN HEALTH SCIENCE**

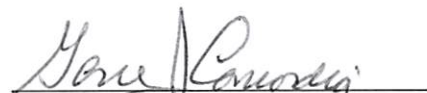
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby Certifies that permission has been granted to offer a Bachelor in Applied Science degree program in Health Science; and

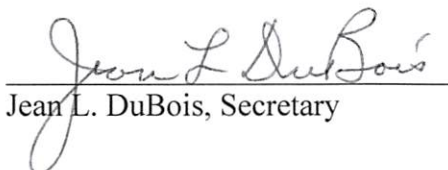
**WHEREAS**, the program will be offered beginning September 2018; and

**WHEREAS**, the program will provide a minimum of 60 credits to those graduates of a regionally accredited A.A.S. Health/Health Technology degree program.

**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 for Rowan College at Gloucester County to offer a Bachelor in Applied Science degree program in Health Science beginning September 2018.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**A resolution to apply and upon award, accept funding from the State of New Jersey Department of Labor and Workforce Development, Office of Literacy Services, for partnership with the Gloucester County Library System for the Adult Literacy & Community Library Partnership Pilot Program for the period of April 2016 – March 2017 in the amount of \$60,000.**

**WHEREAS**, the purpose of the Adult Literacy & Community Library Partnership Pilot Grant Program is to create direct partnerships between local libraries and New Jersey’s Federal WIOA Title II adult literacy instructional service providers; and

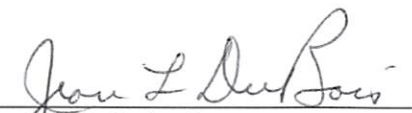
**WHEREAS**, the grant shall be for the period of April 2016-March 2017 in the amount of \$60,000; and


**WHEREAS**, Rowan College at Gloucester County has the opportunity to partner with the Gloucester County Library System to improve access and instructional opportunities for New Jersey residents to increase their Adult Basic Education and/or English Language proficiency skills through the state’s library system WIOA Title II providers to provide traditional classroom instruction and the libraries to provide the delivery setting and wrap around support series to achieve success.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby approves the resolution to apply and upon award, accept funding from the State of New Jersey Department of Labor and Workforce Development, Office of Literacy Services, for partnership with the Gloucester County Library System for the Adult Literacy & Community Library Partnership Pilot Program for the period of April 2016- March 2017 in the amount of \$60,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

Attested:

  
Jean L. DuBois, Secretary

  
Gene J. Concordia, Chairperson







**RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR EDUCATIONAL OPPORTUNITY CENTERS PROGRAM GRANT FROM THE U.S. DEPARTMENT OF EDUCATION IN THE AMOUNT OF \$1,180,000.**

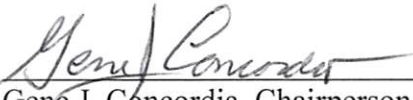
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from the U.S. Department of Education, Educational Opportunities Center grant; and

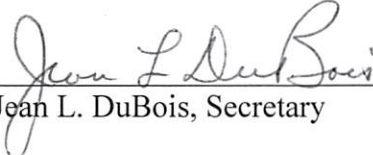
**WHEREAS**, the period of the program will be September 1, 2016, to August 31, 2021, in the amount of \$1,180,000; and

**WHEREAS**, Academic Services will assist staff of Student Services to utilize the Graduation Position Strategy model to enhance adults returning to and completing post-secondary education; 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 for Academic Services to apply and upon award, accept funding from the U.S. Department of Education, Educational Opportunity Centers Program grant for the period of September 1, 2016, to August 31, 2021, in the amount of \$1,180,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR S-STEM GRANT FROM THE NATIONAL SCIENCE FOUNDATION IN THE AMOUNT OF \$650,000.**

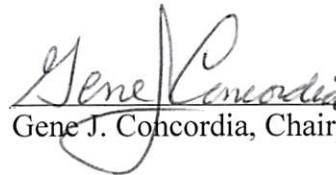
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from the National Science Foundation, S-STEM grant; and

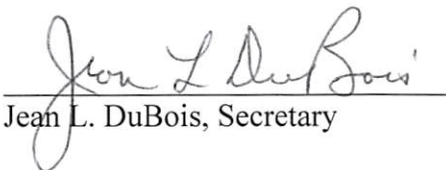
**WHEREAS**, the period of the program will be September 1, 2016, to August 31, 2021, in the amount of \$650,000; and

**WHEREAS**, Academic Services will assist staff of Student Services to utilize the Scholarships and Curriculum Design to enhance STEM education; 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 for Academic Services to apply and upon award, accept funding from the National Science Foundation, S-STEM grant for the period of September 1, 2016, to August 31, 2021 in the amount of \$650,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**A RESOLUTION FOR THE SENIOR CORPS/RSVP TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE STATE HEALTH INSURANCE PROGRAM GRANT (SHIP) FOR THE PERIOD OF APRIL 1, 2016 TO MARCH 31, 2017 IN THE AMOUNT OF \$23,000**

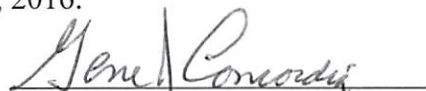
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Senior Corps/RSVP to apply and upon award, accept funding from the State Health Insurance Program Grant (SHIP); and

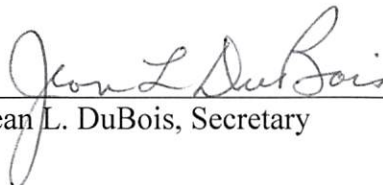
**WHEREAS**, the period of the program will be April 1, 2016 to March 31, 2017, in the amount of \$23,000; and

**WHEREAS**, Senior Corps/RSVP will assist residents of Gloucester County on Medicare through disability or age, apply and keep appropriate prescription and health insurance as well as advocate for said residents.

**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 for Senior Corps/RSVP to apply and upon award, accept funding from the State Health Insurance Program Grant (SHIP) for the period of April 1, 2016 to March 31, 2017 in the amount of \$23,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary







**RESOLUTION TO SIGN THE HiSET (HIGH SCHOOL EQUIVALENCY TEST) AGREEMENT BETWEEN ROWAN COLLEGE AT GLOUCESTER COUNTY AND THE EDUCATIONAL TESTING SERVICE EFFECTIVE JANUARY 1, 2016.**


**WHEREAS**, Rowan College at Gloucester is a state-approved test center selected by the State of New Jersey for the delivery of high school equivalency examinations; and

**WHEREAS**, the State has approved Educational Testing Service, a non-stock, non-profit organization with principal offices in Princeton, New Jersey, as a provider of the HiSET (High School Equivalency Test); and

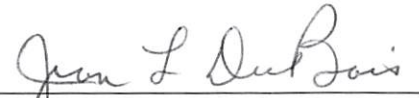
**WHEREAS**, Rowan College at Gloucester County will partner with Educational Testing Service to provide HiSET testing.

**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 sign the HiSET (High School Equivalency Test) agreement between Rowan College at Gloucester County and the Educational Testing Service for the period effective January 1, 2016.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held March 8, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary



**PERSONNEL ACTIONS**

DATE: 03/08/2016

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

**(4) Four Appointments:**

Title	Reason for Reassignment	Name	Salary	Effective Date
Assistant Professor, STEM	Resignation	Nasra Sultana	\$45,000 per annum, prorated	2/8/2016
Groundskeeper, Facilities	New Position	Thomas Lubonski	\$14.72 per hour	2/29/2016
Custodian, Facilities	New Position	TBD	\$14.45 per hour	TBD
Custodian, Facilities	New Position	Collin Fetty	\$14.45 per hour	2/15/2016

**(8) Eight Reassignments:**

Title	Reason for Reassignment	Name	Salary	Effective Date
Security Officer	Part Time to Full Time	Sean Dougherty	\$12.00 per hour	2/29/2016
Advisor/Recruiter-Rowan Choice	Part Time to Full Time	Alescia Kennon	\$40,000 per annum, prorated	2/29/2016
Case Manager/Outreach Assistant	Resignation	Mary Benedetti	\$21.94 per hour	2/29/2016
Team Coordinator, Level III	Retirement	Amanda Fach	\$14.62 per hour	3/14/2016
Team Coordinator, Level V	Change in Scope	Victorine Franks-Hogan	\$16.12 per hour	2/15/2016
Security - Sergeant	Change in Scope (EMT)	John Ryder	\$16.00 per hour	2/29/2016
Publications Assistant	Change in Scope	Laura Spenser	\$10.00 per hour	2/15/2016
Employment Specialist/Supervisor, ACT	Change in Scope	Heather Unfreed	\$40,000 per annum, prorated	2/1/2016

**(1) One Part-Time Hire:**

Title	Reason for Vacancy	Name	Salary	Effective Date
2nd Assistant Softball Coach	Resignation	Michelle Panasiti	\$1464.00 per annum, prorated	1/24/2016

**(2) Two Retirements:**

Position	Name	Effective Date
Associate Professor, Business Studies	Anna Fitzpatrick	6/30/2016
Dean, HPER / Athletic Director	Ronald Case	8/31/2016

**(1) Consultant:**

Title	Reason for Reassignment	Name	Salary	Effective Date
Consultant	Marketing & Communications	Judy MacKenzie	\$45,000 per annum	2/1/2016

**(5) Five Additions to the 2016-2017 Adjunct List:**

Name	Division
Olga Berry	STEM
Zachary Frangos	STEM
Oumama Lingamfelter	STEM
Eric Wong	STEM
Susan DiGironimo	Business Studies



Reappointment of the following NJEA Directors with less than five years of service, for the 2016-17 academic year:

Jacqueline Butler, Director II, Student Records  
Megan Ruttler, Director II, College & Career Readiness  
Irena Skot, Director II, Distance Education & CETL  
Samantha Van Kooy, Director II, Student Affairs  
Mark Zorzi, Director, Purchasing Services

Reappointment of the following non-represented professional employees with less than five years of service, for the 2016-17 academic year:

Jaclyn Abrams, ACT Instructor/Program Director  
Paul Babcock, Assistant Director, Safety & Security  
Marna Carlton, Assistant Director, Human Resources  
David Comfort, Executive Director, Program & Project Management  
Dr. LaVonne Couch, PTA Instructor/Program Director  
Eileen Doyle, Clinical Education Coordinator/PTA Program  
Michael Fox, Manager, Technical Support  
Jeffrey Frye, Applications & System Admin.  
Michael Gotthold, Executive Director, Network & Systems Operations  
Yvonne Greenbaun, Dean, Academic Compliance  
Glenn Groves, Student Recruiter  
Donna Hamlet, Nursing/Allied Health Lab Manager  
Dr. Linda Hurlburt, Vice President, Academic Services  
Sabreana Joynes, Payroll Manager/Senior Accountant  
Joan Kuhar, Assistant Director, Training/Safety Compliance  
Lorna LaMaestra, Collector/Payment Plan Representative  
Marlene Loglisci, Executive Director, Human Resources  
Robert Lore, Applications & System Administrator  
Carlos Lugo, Applications & System Administrator  
Coryndi McFadden, Assistant Director, Benefits  
Chibueze Okechukwu, Web Developer  
John Pidgeon, Director, IR & Assessment  
Michael Plagianakos, Executive Director, University Relations  
Karen Quigley, ACT Program Instructor  
Dr. Paul Rufino, Dean, Liberal Arts  
Nora Sheridan, Senior Accountant/Internal Auditor  
Joseph Spencer, Adult Education Instructor/Site Coordinator\*  
Allen Vanneman, Programmer Analyst  
Ryan Wenzel, Bursar/Accountant

\*Grant Funded

Reappointment of the following non-represented, non-professional employees, for the 2016-17 academic year:

Beth Beecroft, eLearning Specialist  
Thomas Cappacio, Sergeant  
Richard Dale, Security Officer  
Mark Getsinger, Security Officer  
Robert Hanke, Security Officer  
Carlos Jimenez, PC Tech/Help Desk (Tier 2)  
Gary Kuehnappel, PC Tech/Help Desk (Tier 2)  
Charles McCall, Security Officer  
Lynne McKosker, Payroll Assistant  
Michael Polidoro, Sergeant  
Ronald Rogers, Security Officer  
John Ryder, Security Officer  
Tammy Sandberg, Security Officer  
Ana Maria Schultz, Financial Services Assistant  
Justin Weaver, Technical Support Technician  
Richard Wilkins, Security Officer  
Terrence Williams, PC Tech/Help Desk (Tier 2)  
Jennifer Yager, Web & Social Media Specialist  
Jennifer Gates, HR Assistant  
Diane Michaels, HR Recruitment Coordinator

Reappointment of the following non-tenured Faculty in their first and second year of employment, for the 2016-17 academic year:

Stephanie Gomes, Instructor I  
Jennifer Hoxworth, Instructor I  
Gayle Hughes, Instructor I  
Eric Jones, Instructor I  
Betty Magjuka, Instructor I  
Danielle Morganti, Instructor I  
Melissa Norbeck, Instructor I  
Timothy Schmitz, Instructor I  
Diane Trace, Instructor I  
Robert Valli, Instructor I  
Shannon White, Instructor I

Reappointment of the following non-teaching Faculty with less than five years of service, for the 2016-17 academic year:

Margaret Dower, Transfer Advisor, Recruiter  
Courtney Fox, Counseling Advisor  
Brittany Kouroupos-Bogan, Advisor, Center for College & Career Readiness  
Sheryl Ratcliffe, Counseling Advisor