



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

REGULAR SESSION MINUTES
September 12, 2018

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College at Gloucester County to order at 6:18 p.m. in the faculty staff lounge in the Eugene J. McCaffrey College Center building.

Meg Resue, Sr. Executive Assistant to President and Board of Trustees, 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 29, 2017, 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 Ruby Love then led the Pledge of Allegiance.

Roll call followed by Meg Resue:

Members Present:

Mr. Gene Concordia
Mr. Douglas Wills, Esq.
Ms. Jean DuBois
Mrs. Ruby Love
Ms. Ave' Altersitz
Mr. Len Daws
Dr. Frederick Keating, President, Ex-Officio

Members Absent

Dr. George Scott
Mr. Benjamin Griffith

Executive Cabinet Present:

Mr. Dominick Burzichelli
Dr. Brenden Rickards
Ms. Judy Atkinson
Mr. Josh Piddington

Advisors Present:

Ms. Jennifer Hoxworth
Mr. Ray Wos
Mr. Christopher Gibson, Esq.

Chair Gene Concordia welcomed and acknowledged the Student Government Association President, Ray Wos and Faculty Senate Representative, Jennifer Hoxworth.

BOARD RECOGNITION

President Keating welcomed the Board and indicated the meeting would move into community, student and staff recognitions.

- Dean Fred Madden acknowledged and presented a resolution to the Gloucester County Police Chiefs Association commending their service to the County of

Gloucester. The resolution was read in its entirety by Meg Resue, Sr. Executive Assistant to President and Board of Trustees.

- Brian Rowan, Executive Director, Athletics spoke to the College's athletic program being recognized as ranking #1 nationally and presented the NATYCAA Cup to the Board thanking them for continued success. Mr. Rowan introduced several of the College's athletic champions.
- Dr. Brenden Rickards, VP, Academic Services introduced the following individuals for to acknowledge their achievements and contributions to the College:
 - **Dr. Christina Nase**, Assistant Dean, STEM received the "40 Under 40" award from the American Association of Women in Community Colleges for her game-changing impact on RCGC's campus.
 - **Dr. Susan Hall**, Dean, Nursing and Allied Health was recognized in *South Jersey Biz's* annual Who's Who in Health Care for her leadership and direction securing RCGC nursing program's position as ranking #1 in New Jersey for the second consecutive year.
 - **Mr. Mike Plagianakos**, Dean, University Relations was recognized in *South Jersey Biz's* Vanguard Series for his role in spearheading Rowan University partnerships expanding the College's accessibility and affordability through programs like Rowan Choice and 3+1.
 - **Dr. Fred Keating**, President was recognized by *South Jersey Biz* as one of fifty of the region's most influential leader's in their 2018 "Power 50" listing.
- Dr. Patty Claghorn, Dean, Business Studies introduced **Dr. Candice Racite**, Assistant Dean, Cooperative Education to acknowledge her dedication and leadership establishing local recognition with being named by *South Jersey Biz* as one of 2018's Best of Biz for Cooperative Education. The Board was shown a brief video highlighting the program's value to RCGC students.

PRESIDENT'S REPORT

Dr. Keating provided a PowerPoint presentation (attached) on the State of the College.

ACCEPTANCE OF MINUTES

Hearing no corrections to the prior board minutes were required, Chair Gene Concordia declared the July 24, 2018 Regular and Closed Session meeting minutes and the August 30, 2018 Regular and Closed minutes approved as presented.

FINANCE

Informational Item: Statement of month ending June 30, 2018 and July 31, 2018: Monthly operating reports of revenues and expenditures was presented to the Board (report attached).

FACILITIES/PROPERTY

Informational Items: Campus Safety Crime Statistics Reports for July and August 2018
(reports attached).

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Daws and unanimously approved the following resolutions (attached):

1. Accept and sign an agreement between RCGC and Hunterdon County Educational Services Commission;
2. Approve entering into a contract with Compensation Resources Inc.; and
3. Approve entering into a contract with Star Lite Audio Visual and Lighting Solutions.

ACADEMIC SERVICES

Dr. Brenden Rickards, VP, Academic Services introduced Dr. LaVonne Couch, Physical Therapy Assistant Instructor/Program Director, who proudly presented to the Board the College's formal programmatic CAPTE certification of accreditation.

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Love and unanimously approved the following resolutions:

1. Divisional name change from Nursing and Allied Health to Nursing and Health Professions; and
2. Divisional name change from Liberal Arts to Educational, Behavioral Sciences, and Humanities.

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee DuBois and unanimously approved resolutions (attached) to apply and upon award, accept funding as follows:

1. NJ Council of Community Colleges, Center for Student Success, College Readiness Now V Grant;
2. NJ Free Community College Innovation Challenge, Community College Opportunity Planning Grant; and
3. NJ Department of Human Services, Division of Aging for the RSVP Senior Corps Medicare Improvements for Patient & Providers Act.

PERSONNEL

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Daws and unanimously approved the following items:

1. Personnel actions as listed (attached); and
2. Revised Special Services Contracts (attached).

POLICY

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Daws and unanimously approved the following policy actions (attached):

1. Revised 7007 Sexual Misconduct and the Rights of Victims; and
2. Revised 8106 Student Code of Conduct

DATES TO REMEMBER

September

- 4 First day of Classes – Fall Semester
- 17 Student Club Day, 10 a.m. to 2 p.m.; College Center
- 19 Ribbon Cutting, Math & Engineering Center, Scott Hall
Engineering Addition, 2 p.m., Main bldg. entryway

October

- 11 Fall Open House, 6 – 8 p.m.; Gym
- 13 Mile 5 - Run & Walk, 8:30 a.m. Start; Parking Lot F
- 18 Nursing & Allied Health Open House
- 24 Professional Development Day

PUBLIC PORTION

Chair Gene Concordia asked Ms. Jennifer Hoxworth if she would like to comment this evening. Ms. Hoxworth had no comment.

ADJOURNMENT

At 7:52 p.m. Trustee Daws made a motion, seconded by Trustee Love. The motion was unanimously approved to adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary

Notes taken by Meg Resue

ROWAN COLLEGE at GLOUCESTER COUNTY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JUNE 30, 2018 (Preliminary)

	6/30/2018		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,779,222	\$ 16,945,780	\$ 166,558
Police Academy - Tuition	80,000	90,680	10,680
Fire Academy - Tuition	52,000	51,065	(935)
Continuing Education	1,475,000	921,539	(553,461)
Fees	10,805,838	10,741,698	(64,140)
Out of County	40,000	49,865	9,865
Government Appropriations			
State	5,487,610	5,810,642	323,032
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	7,854,944	7,854,944	-
Other Revenues	40,000	118,999	78,999
Auxiliary Enterprises	565,800	788,798	222,998
Reserve for FY19	(483,387)		483,387
Total Revenues	\$ 43,012,148	\$ 43,689,131	\$ 676,983
Current Operating Expenditures			
Instruction - Total	\$ 15,178,653	\$ 16,040,448	\$ (861,795)
Personnel - FT	6,993,232	7,062,122	(68,890)
Personnel - FT OT, OL, Misc	1,470,564	2,180,449	(709,885)
Benefits	3,632,041	3,650,650	(18,609)
Personnel - PT	2,677,435	2,798,754	(121,319)
Expenses	405,381	348,473	56,908
Continuing Education - Total	\$ 1,751,783	\$ 1,386,692	\$ 365,091
Personnel - FT	437,000	419,085	17,915
Personnel - FT OT, OL, Misc	1,000	2,780	(1,780)
Benefits	226,963	216,639	10,324
Personnel - PT	253,700	243,103	10,597
Expenses	833,120	505,085	328,035

Police Academy - Total	\$ 445,548	\$ 447,730	\$ (2,182)
Personnel - FT	244,913	244,957	(44)
Personnel - FT OT, OL, Misc	2,700	-	2,700
Benefits	127,199	126,626	573
Personnel - PT	32,000	34,529	(2,529)
Expenses	38,736	41,618	(2,882)
Fire Academy - Total	\$ 291,938	\$ 278,617	\$ 13,321
Personnel - FT	130,141	130,642	(501)
Personnel - FT OT, OL, Misc	8,000	6,049	1,951
Benefits	67,591	67,533	58
Personnel - PT	46,000	43,323	2,677
Expenses	40,206	31,070	9,136
Academic Support - Total	\$ 3,574,742	\$ 3,421,267	\$ 153,475
Personnel - FT	1,528,438	1,510,417	18,021
Personnel - FT OT, OL, Misc	116,000	82,881	33,119
Benefits	793,817	780,786	13,031
Personnel - PT	554,000	476,124	77,876
Expenses	582,487	571,059	11,428
Student Services - Total	\$ 7,829,164	\$ 7,751,822	\$ 77,342
Personnel - FT	4,074,141	4,043,940	30,201
Personnel - FT OT, OL, Misc	33,226	43,745	(10,519)
Benefits	2,115,967	2,090,450	25,517
Personnel - PT	434,162	464,150	(29,988)
Expenses	1,171,668	1,109,537	62,131
Institutional Support - Total	\$ 7,672,348	\$ 6,728,486	\$ 943,862
Personnel - FT	3,018,006	2,976,562	41,444
Personnel - FT OT, OL, Misc	13,000	6,341	6,659
Benefits	1,567,447	1,538,687	28,760
Personnel - PT	115,269	80,028	35,241
Expenses	2,958,626	2,126,868	831,758
Operating & Maintenance - Total	\$ 5,723,669	\$ 5,521,643	\$ 202,026
Personnel - FT	1,813,906	1,817,177	(3,271)
Personnel - FT OT, OL, Misc	134,500	112,304	22,196
Benefits	942,079	939,360	2,719
Personnel - PT	50,000	45,315	4,685
Expenses	2,783,184	2,607,487	175,697
Leasing Expenses	\$ 71,303	67,956	\$ 3,347
Retiree Benefits	\$ 473,000	456,632	\$ 16,368
Total Operating Expenditures	\$ 43,012,148	\$ 42,101,293	\$ 910,855

ROWAN COLLEGE at GLOUCESTER COUNTY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JULY 31, 2018 (Preliminary)

	7/31/2018		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 17,346,134	\$ 8,054,668	\$ (9,291,466)
Police Academy - Tuition	80,000	6,710	(73,290)
Fire Academy - Tuition	52,000	1,600	(50,400)
Continuing Education	1,468,000	225,900	(1,242,100)
Fees	10,548,534	4,917,363	(5,631,171)
Out of County	40,000	-	(40,000)
Government Appropriations			
State	5,487,610	426,496	(5,061,114)
Police Academy - State Funding	198,523	16,544	(181,979)
Fire Academy - State Funding	9,430	786	(8,644)
Continuing Ed - State Funding	107,168	8,931	(98,237)
County	7,950,000	2,011,264	(5,938,736)
Other Revenues	40,000	4,146	(35,854)
Auxiliary Enterprises	610,800	15,105	(595,695)
Reserve from FY18	483,387		(483,387)
Drawdown from Unrestricted Fund Balance	330,306		(330,306)
Total Revenues	\$ 44,751,892	\$ 15,689,512	\$ (29,062,380)
Current Operating Expenditures			
Instruction - Total	\$ 15,735,711	\$ 460,704	\$ 15,275,007
Personnel - FT	7,299,454	81,472	7,217,982
Personnel - FT OT, OL, Misc	1,332,795	190,043	1,142,752
Benefits	3,865,619	79,986	3,785,633
Personnel - PT	2,815,204	78,040	2,737,164
Expenses	422,639	31,163	391,476
Continuing Education - Total	\$ 1,737,041	\$ 90,815	\$ 1,646,226
Personnel - FT	448,146	24,651	423,495
Personnel - FT OT, OL, Misc	1,000	100	900
Benefits	242,232	24,201	218,031
Personnel - PT	253,700	4,933	248,767
Expenses	791,963	36,930	755,033

Police Academy - Total	\$	538,771	\$	31,902	\$	506,869
Personnel - FT		302,158		13,462		288,696
Personnel - FT OT, OL, Misc		2,700		-		2,700
Benefits		161,488		13,216		148,272
Personnel - PT		32,000		688		31,312
Expenses		40,425		4,536		35,889
Fire Academy - Total	\$	307,328	\$	20,979	\$	286,349
Personnel - FT		133,459		6,702		126,757
Personnel - FT OT, OL, Misc		8,000		59		7,941
Benefits		70,651		6,580		64,071
Personnel - PT		46,000		-		46,000
Expenses		49,218		7,638		41,580
Academic Support - Total	\$	3,659,594	\$	234,956	\$	3,424,638
Personnel - FT		1,571,509		76,851		1,494,658
Personnel - FT OT, OL, Misc		116,000		-		116,000
Benefits		827,626		75,449		752,177
Personnel - PT		554,000		5,650		548,350
Expenses		590,459		77,006		513,453
Student Services - Total	\$	8,390,194	\$	513,198	\$	7,876,996
Personnel - FT		4,307,245		234,297		4,072,948
Personnel - FT OT, OL, Misc		10,380		-		10,380
Benefits		2,281,018		230,022		2,050,996
Personnel - PT		470,008		4,119		465,889
Expenses		1,321,543		44,760		1,276,783
Institutional Support - Total	\$	7,778,235	\$	404,474	\$	7,373,761
Personnel - FT		3,096,791		165,060		2,931,731
Personnel - FT OT, OL, Misc		13,000		-		13,000
Benefits		1,635,066		162,049		1,473,017
Personnel - PT		115,269		1,599		113,670
Expenses		2,918,109		75,766		2,842,343
Operating & Maintenance - Total	\$	5,986,017	\$	200,410	\$	5,785,607
Personnel - FT		1,904,291		79,568		1,824,723
Personnel - FT OT, OL, Misc		112,000		2,670		109,330
Benefits		1,009,300		78,117		931,183
Personnel - PT		72,500		1,085		71,415
Expenses		2,887,926		38,970		2,848,956
Leasing Expenses	\$	64,000		-	\$	64,000
Retiree Benefits	\$	555,000		35,601	\$	519,399
Total Operating Expenditures	\$	44,751,892	\$	1,993,039	\$	42,758,853

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



REPORT

TO: Dominick Burzichelli, Vice President, C.O.O.
FROM: Joseph Getsinger, Executive Director of Safety and Security
DATE: August 1, 2018
SUBJECT: **CRIME STATISTICS for the month of July 2018**

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	1 Incident
• Emergency Notifications	0 Incidents
• Sexual Assault	0 Incidents
• Hate Crimes	0 Incidents
• Violence Against Women	0 Incidents
• Timely Warnings	0 Incidents
• Medical Incidents	0 Incidents
• Motor Vehicle Accidents	0 Incidents
• Fire	0 Incidents

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



REPORT

TO: Dominick Burzichelli, Vice President, C.O.O.
FROM: Joseph Getsinger, Executive Director of Safety and Security
DATE: September 4, 2018
SUBJECT: **CRIME STATISTICS for the month of August 2018**

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	3 Incident
• Emergency Notifications	0 Incidents
• Sexual Assault	0 Incidents
• Hate Crimes	0 Incidents
• Violence Against Women	0 Incidents
• Timely Warnings	0 Incidents
• Medical Incidents	2 Incidents
• Motor Vehicle Accidents	1 Incidents
• Fire	0 Incidents



RESOLUTION TO APPROVE AN AGREEMENT BETWEEN ROWAN COLLEGE AT GLOUCESTER COUNTY, AND THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION

WHEREAS, Rowan College at Gloucester County agrees to enter into an Shared Services Agreement with The Hunterdon County Educational Services Commission 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, all services and products included in the 2018-2019 Hunterdon County Educational Services Commission catalog would be eligible and available for ROWAN COLLEGE AT GLOUCESTER COUNTY to participate; and

WHEREAS, the period of the program will be from September 12, 2018 – June 30, 2019; and

WHEREAS, Rowan College at Gloucester County hereby certifies that permission has been granted to accept and sign the agreement between Hunterdon County Educational Services Commission and the Rowan College at Gloucester County; and

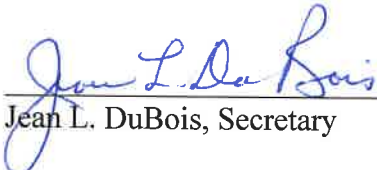
WHEREAS, the Chief Financial Officer has Certified the availability of funds; and

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 Hunterdon County Educational Services Commission and Rowan College at Gloucester County for the Period September 12, 2018 – June 30, 2019.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018,


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTACT FOR A COMPETITIVE MARKET STUDY
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College at Gloucester County has a need to acquire professional services for a competitive market study pursuant to the provisions of County Contract Law (18A:64A-25.5a) “exceptions to requirements for advertising, professional services, in excess of \$35,300 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, Rowan College at Gloucester County is in need of a competitive market study of exempt, non-represented positions, excluding faculty, to develop a new salary structure;

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

WHEREAS, the Vice President and Chief 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 12th day of September, 2018 that the President or his designee are authorized to enter into contracts with Compensation Resources Inc., as described herein; and

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.

Attested:


Jean L. DuBois, Secretary


Gene J. Concordia, Chairperson





RESOLUTION TO APPROVE THE PURCHASE, DELIVERY AND INSTALLATION OF THEATRE STAGE BLACKOUT CURTAINS

WHEREAS, Rowan College at Gloucester County publicly solicited quotes for the purchase, delivery and installation of Theatre Stage Blackout Curtains.

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) quotes were received in accordance with a non-fair and open process; and

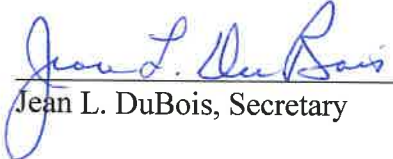
WHEREAS, The Chief Financial Officer of the College has certified that the funds are available for this purchase; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs a contract with Star Lite Audio Visual & Lighting Solutions for \$20,938.00 for the purchase, delivery and installation of Theatre Stage Blackout Curtains.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO UPDATE THE NAME OF THE NURSING AND ALLIED HEALTH DIVISION TO THE NURSING AND HEALTH PROFESSIONS DIVISION.

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to update the name of the Nursing and Allied Health Division to the Nursing and Health Professions Division; and

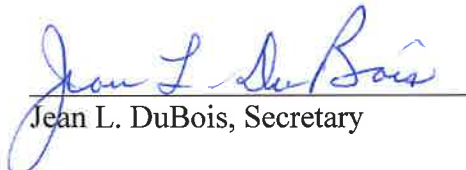
WHEREAS, the updated name will take effect on September 1, 2019; and

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 update the name of the Nursing and Allied Health Division to the Nursing and Health Professions Division effective on September 1, 2019.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene I. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO UPDATE THE NAME OF THE LIBERAL ARTS DIVISION TO THE EDUCATION, BEHAVIORAL SCIENCES, AND HUMANITIES DIVISION.

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to update the name of the Liberal Arts Division to the Education, Behavioral Sciences, and Humanities Division; and

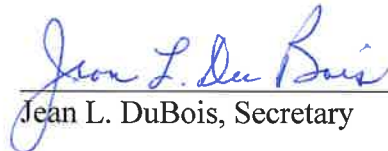
WHEREAS, the updated name will take effect on September 1, 2019; and

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 update the name of the Liberal Arts Division to the Education, Behavioral Sciences, and Humanities Division effective on September 1, 2019.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE NEW JERSEY COUNCIL OF COUNTY COLLEGES, CENTER FOR STUDENT SUCCESS, COLLEGE READINESS NOW V GRANT IN THE AMOUNT OF \$46,010.

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 New Jersey Council of County Colleges, Center for Student Success, College Readiness Now V Grant program; and

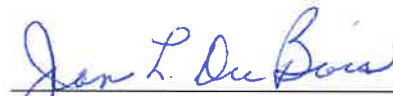
WHEREAS, the period of the program will be July 1, 2018, to August 20, 2019, in the amount of \$46,010; and

WHEREAS, funds will be utilized to support opportunities that promote college readiness of students in county high schools; 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 New Jersey Council of County Colleges, Center for Student Success, College Readiness Now V Grant for the period of July 1, 2018, to August 20, 2019, in the amount of \$46,010.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE NEW JERSEY FREE COMMUNITY COLLEGE INNOVATION CHALLENGE, COMMUNITY COLLEGE OPPORTUNITY PLANNING GRANT IN THE AMOUNT OF \$250,000.

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 New Jersey Free Community College Innovation Challenge, Community College Opportunity Planning Grant; and

WHEREAS, the period of the program will be October 1, 2018, to September 30, 2019, in the amount of \$250,000; and


WHEREAS, funds will be utilized to support opportunities that promote tuition-and fee-free county college for eligible students; 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 New Jersey Free Community College Innovation Challenge, Community College Opportunity Planning Grant for the period of October 1, 2018, to September 30, 2019, in the amount of \$250,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary






BOARD RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE NJ DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING, FOR THE R.S.V.P. SENIOR CORPS MEDICARE IMPROVEMENTS FOR PATIENT AND PROVIDERS ACT (MIPPA), IN THE AMOUNT OF \$40,000, FOR THE PERIOD OF OCTOBER 1, 2018 TO SEPTEMBER 28, 2019

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding for the R.S.V.P. Senior Corps MIPPA Program Grant for the period of October 1, 2018 – September 28, 2019, in the amount of \$40,000; and

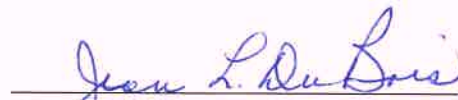
WHEREAS, this program is designed to provide monetary funds for R.S.V.P. Senior Corps to provide low-income Medicare assistance to Gloucester County residents.

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 to apply and upon award, accept funding from NJ Department of Human Services Division of Aging for the R.S.V.P. Senior Corps Falls MIPPA Grant for the period of October 1, 2018- September 28, 2019, in the amount of \$40,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held September 12, 2018.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



PERSONNEL ACTIONS Date: 9/12/2018

(6) Six Appointments

Title	Reason for Vacancy	Name	Salary	Effective Date
Director, Behavioral Services	New Position	Diane Mussoline	\$53,000 per annum	9/1/2018
Coordinator, High School Outreach	Reassignment	Rebecca Campina	\$29,141 per annum	8/13/2018
Outreach Recruiter	Reassignment	Nina Crowder	\$30,000 per annum	9/10/2018
Instructor I, Business Studies	Resignation	Melissa Dark	\$42,500 per annum	9/1/2018
Administrator, Financial Aid	Resignation	Janay Phillips	\$40,000 per annum	8/27/2018
Instructor I, Nursing & Allied Health	Retirement	Megan Mook	\$50,000 per annum	9/1/2018

(12) Twelve Reassignments

Title	Reason for Reassignment	Name	Salary	Effective Date
Adult Education Testing				
Administrator/Counseling Coordinator	Change in Scope	Regina Ashton	\$44,281.81 per annum	7/9/2018
Coordinator, Financial Aid - Rowan Choice	Change in Scope	Bridgette Atkinson	\$17.02 per hour	9/17/2018
Instructor I, Communications	Change in Scope	David Coates	\$65,004.05 per annum	9/1/2018
Team Coordinator, Level IV	Change in Scope	Alvin Gay	\$31,344.77 per annum	9/17/2018
Transfer Advisor/Recruiter	Change in Scope	Alescia Kennon	\$44,733 per annum	9/17/2018
Executive Director	Change in Scope	Megan Ruttler	\$79,829.02 per annum	9/17/2018
Team Coordinator, Level V	Change in Scope	Ashley Sitarski	\$15.50 per hour	9/17/2018
Team Coordinator IV, Student Life	Part Time to Full Time	Amanda Gahm	\$15.06 per hour	8/13/2018
Counseling Advisor	Part Time to Full Time	Ryan Hoxworth	\$40,000 per annum	8/20/2018
Assistant Dean, eLearning & CETL	Reassignment	Beth Beecroft	\$60,000 per annum	9/17/2018
Maintenance, Fireman	Reassignment	Mark Brucker	\$16.74 per hour	9/17/2018
STEM Laboratory Supervisor	Reassignment	Valeria Petranay	\$69,218.80 per annum	9/1/2018

(8) Eight Part-Time Hires:

Title	Reason for Vacancy	Name	Salary	Effective Date
Assistant Men's Cross Country Coach, Assistant	Resignation	Leyna Ambrose	\$2,389 per annum	8/13/2018
Assistant Women's Soccer Coach - 2nd Assistant	Resignation	Victoria Flynn	\$2,275 per annum	8/6/2018
Assistant Men's Cross Country Coach, Assistant Women's Cross Country Coach	Resignation	Leyna Ambrose	\$2,389 per annum	8/13/2018
Assistant Men's Soccer Coach - 2nd Assistant	Resignation	Stephen Mecke	\$2,219 per annum	9/4/2018
Alumni Enrollment Specialist	Resignation	Holly Ruthfuss	\$10.00 per hour	8/13/2018
Alumni Enrollment Specialist	Resignation	Chelsey Fitton	\$10.00 per hour	9/4/2018
Student Lounge Technician	Resignation	Cassandra Taylor	\$10.00 per hour	8/24/2018
Technical Services Librarian	Resignation	Kathleen Bially	\$21.50 per hour	9/5/2018

(15) Fifteen Additions to the 2018-2019 Adjunct List:

Name	Division
Nathaniel Clark	Liberal Arts
Julie DeMarch Heiland	Liberal Arts
Cynthia Madara	Liberal Arts
Angela Mims	Liberal Arts
Alexis Rivell	Liberal Arts
Jessica Sanders	Liberal Arts
Erin Williams	Liberal Arts
Heather Carpenito	Nursing & Allied Health
Diane Hare	Nursing & Allied Health
Carol Lunn Iaconelli	Nursing & Allied Health
Andrea Jones	Nursing & Allied Health
Nicole Llanos	Nursing & Allied Health
Michael McCarthy	Police Academy
Eshban Emmanuel	STEM
Edward Waddell	STEM
Richa Guatam	STEM

Director Band Adjustments:

Title	Name	Salary	Effective Date
Director, Student & Veterans Affairs	John Ryder, Jr.	\$53,000 per annum	9/1/2018
Director, Dual Enrollment	Brittany Kouroupos	\$53,000 per annum	9/1/2018
Director, Foundations & Alumni Relations	Cody Miller	\$53,000 per annum	9/1/2018
Director, Rowan Choice	Margaret Dower	\$53,000 per annum	9/1/2018

Revised Special Services Contract 2018-2019

See attached

ROWAN COLLEGE at GLOUCESTER COUNTY
Schedule of Special Service Contracts
For Year 2018-19

REVISED ADMINISTRATIVE SPECIAL SERVICES

Student Services

PTK Advisor (John Ortiz)	\$ 2,700
PTK Advisors (Vacant).....	\$ 2,700
Designated International Student Liaisons (T.Nate, C.Kulisek)	\$ 3,000
Designated Veterans Services Liaison (Walter Gholson)...	\$ 3,000

President's Office

*Mentoring Services Liaison (YaVanca Brooks).....	\$ 5,000
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Shared Services GCSSSD

**Director, Behavioral Services (Diane Mussoline).....	\$ 5,000
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CULTURAL ENRICHMENT SPECIAL SERVICES

Coordinator, Arts & Humanities (Erika Gardner).....	\$ 5,000
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Fine Arts

Art Gallery Curator (Dr. E. Ross Beitzel).....	\$ 2,500
Art Gallery Director (Eoin Kinnarney).....	\$ 4,900
Theatre & Drama Director (Rose Gruber).....	\$ 4,900
Direction of the Theater (Rose Gruber)	\$ 2,400

Chorus

Community Chorus Director (Lawrence DePasquale)...	\$ 4,900
Conductor of Community Chorus(Lawrence DePasquale)	\$ 1,300
Community Chorus Assistant (Lisa Parker).....	\$ 1,700
Community Chorus Accompanist (David Anderson).....	\$ 2,300
Music Society Club Coordinator (James Boeckle).....	\$ 2,500

* Effective 9/1/2018

** Effective 9/1/2018, funding by GCSSSD



Board of Trustees Policy Synopsis

P (REVISE) 7007 SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS

Background for policy revision:

This revised policy incorporates updates required for *Clery* compliance. Additionally, as a result of the RCGC Rowan Choice program, policy adjustments were made in order that components of this policy aligned with Rowan University's IX policy. The content of this policy continues to adhere to New Jersey Statute and federal law.

P (REVISE) 8106 STUDENT CODE OF CONDUCT

Background on policy development:

This revised policy provides updates in order to align RCGC's and Rowan University's policies to address conduct situations that arise with Rowan Choice students.



Rowan College at Gloucester County
1400 Tanyard Road
Sewell, NJ 08080

REVISE

Policy: 7007
Title: **SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS**
Area: Human Resources
Approved: 10/14/2014
Revised:

All acts of sexual violence including dating violence, domestic violence, sexual assault, and/or stalking ("sexual violence") are forms of sex discrimination prohibited by Title IX of the Education Amendments of 1972. These acts of sexual violence have been defined by the federal Clery Act and New Jersey State (2C) Statute and detailed in administrative procedure 7007 Sexual Misconduct and the Rights of Victims. The use of alcohol and drug abuse are linked to risk factors associated with incidents of sexual assault, domestic violence and dating violence. Victims and witnesses are encouraged to report and cooperate with investigations of sexual assault, domestic violence and dating violence, including incidents where there is an implication of alcohol or drug use. The use of drugs or alcohol is not an excuse for failing to obtain consent for sexual activity.

[move and bold] **The College will not tolerate sexual misconduct in any of its forms.**

Under the direction of the President, the Executive Director, Diversity and Equity, AA/Title IX Officer ("Title IX Officer") shall implement and ensure compliance with this policy.

The College strives to maintain a safe and welcoming environment free from acts of sexual misconduct and relationship violence. It is the intent of the College to provide safety, privacy confidentiality, and support to victims of sexual misconduct. No person should bear the effects of sexual misconduct alone.

—Definitions:

~~"Domestic violence" includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.~~

43 “Dating violence” means a pattern of behavior where one person threatens to use, or actually
44 uses physical, sexual, verbal, or emotional abuse to control a dating partner. Whether there
45 was such a relationship will be gauged by its length, type and frequency of interaction.
46

47 “Sexual Assault” includes both forcible and non-forcible acts of sexual assault. This includes
48 any sexual act directed against another person, forcibly and/or against that person’s will; or not
49 forcibly or against the person’s will where the victim is incapable of giving consent.
50 Additionally, non-forcible sexual offenses include incest and statutory rape.
51

52 “Stalking” means a course of conduct directed at a specific person that would cause a
53 reasonable person to fear for her, his, or others’ safety, or to suffer emotional distress. —
54

55 “Consent/Consensual” means clear communication given by words or actions that shows an
56 active, knowing and voluntary agreement to engage in mutually agreed-upon sexual activity.
57 Consent is given freely and voluntarily. Consent may not be inferred from silence, passivity or
58 when an individual is incapacitated or otherwise prevented from giving consent as a result of
59 impairment due to a mental or physical condition or age. No consent exists when there is a
60 threat of force or physical or psychological violence. Although consent may be given initially,
61 it may be withdrawn at any point without regard to activity preceding the withdrawal of
62 consent. The voluntary nature of consent will be subject to heightened scrutiny in
63 circumstances in which a person engages in a sexual relationship with a person over whom he
64 or she has any power or authority within the College.
65

66 **Reporting Sexual Misconduct**

67
68 Employees and/or students should report incidents of domestic violence, dating violence, sexual
69 assault and/or stalking, **sexual violence** occurring either on or off campus, to **the Title IX Officer**
70 **or** a Campus Security Authority, **a Clery term for those** These individuals **that** include any
71 official with significant responsibility for student and campus activities such as, but not limited
72 to, a **d**Dean, department chair, a faculty member, staff advisor, or a coach. The College **strongly**
73 **advocates** **recommends** that the victim report incidents in a timely manner. Additionally, the
74 College recommends that a victim of domestic violence, dating violence, sexual assault and/or
75 **stalking**, occurring either on or off campus, **sexual violence** report the crime to the law
76 enforcement agency for the applicable municipality. The College can facilitate notification on
77 **your** behalf **of the victim**. However, filing a report will not necessarily obligate a victim to
78 prosecute the crime and victims will have the option **not to decline** to notify and seek assistance
79 from law enforcement and campus authorities, if they so choose. The College will take measures
80 to safeguard the confidentiality of those reporting incidents of domestic violence, dating
81 violence, sexual assault and/or stalking **sexual violence**.
82

83 **NOTE: Employees of the College, including part-time and volunteers (“Responsible Employees”**
84 **under Title IX) have a duty to report to the Title IX Officer any and all incidents of harassment,**
85 **discrimination, and sexual misconduct.**
86

87 **Proceedings**

88
89 ~~College officials who conduct d~~ Disciplinary proceedings for cases involving domestic violence,
90 dating violence, sexual assault and/or stalking, **sexual violence** will be trained on how to
91 investigate and conducted hearings in a manner that protects the safety of victims and promotes
92 accountability **in accordance with administrative procedure 7007 Sexual Misconduct and the**
93 ***Rights of Victims. A finding under this policy will be based on the preponderance of the evidence***
94 ***standard, in other words, a finding will be made if the evidence as a whole shows that it is more***
95 ***likely than not that a violation of the sexual misconduct policy occurred.***

96
97 ***The College, at its sole discretion, may utilize an experienced lawyer (who is not a member of***
98 ***the campus community) to serve as hearing officer in cases of sexual misconduct.***

99
100 ***While the hearing officer will determine the finding after the case is concluded, the College***
101 ***reserves the right to impose any and all sanctions.***

102
103 The ~~accused~~ **Respondent (the accused party)** and ~~accuser~~ **Complainant (the victim)** are entitled to
104 the same opportunities to be accompanied by an advisor, counsel, or other representative at
105 his/her own expense.

106
107 The ~~accused~~ **Respondent** and ~~accuser~~ **Complainant** will be notified simultaneously in writing of
108 the outcome of the proceeding as well as any applicable appeal procedures, any change to the
109 result before the decision becomes final, and when the result becomes final.

110
111
112 **Sanctions Against the Violator**

113
114 The College will not tolerate acts of domestic violence, dating violence, sexual assault and/or
115 ~~stalking~~ **sexual violence** by any member of the College community including, **but not limited to**
116 employees, students, **and visitors**. Any individual charged with a violation of domestic violence,
117 dating violence, sexual assault and/or stalking **sexual violence** is subject to prosecution under
118 applicable New Jersey criminal statutes.

119
120 Following an investigation, College employees ~~charged with such conduct~~ **found in violation of**
121 **this policy** are subject to prosecution and ~~are subject to~~ disciplinary action under applicable
122 policies, procedures, and/or collective bargaining provisions. Sanctions that the College may
123 impose on an employee following a final determination of responsibility include, but are not
124 limited to, counseling, written warning, suspension and final warning, and/or termination of
125 employment.

126
127 **(move paragraph)** Students ~~charged with such conduct~~ **found in violation of this policy** are
128 subject to prosecution and are also subject to disciplinary action under the College's policy, *8106*
129 *Student Code of Conduct and Procedural Standards*. Sanctions that the College may impose on
130 a student following a final determination of responsibility include, but are not limited to, warning
131 the student, loss of privileges, restitution, disciplinary probation, suspension or expulsion. (For a

132 full list of sanctions see administrative procedure *8106 Student Code of Conduct and Procedural*
133 *Standards*).

134
135 ~~The standard of evidence used in College hearings is a preponderance of the evidence standard;~~
136 ~~i.e., more likely than not that sexual misconduct occurred.~~

137
138

139 **Confidentiality**

140

141 The ~~substance and outcome~~ **of any proceeding is** ~~are~~ to remain confidential and will only be
142 shared with the ~~accused~~, **Respondent**, ~~accuser~~, **Complainant**, and those directly involved in the
143 investigation. Any violation of confidentiality ~~of substance and/or outcome~~ will be subject to
144 disciplinary action under applicable policies, procedures, ~~Student Standard of Conduct~~, and/or
145 collective bargaining provisions.

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148 **Retaliation**

149

150 No individual will be subject to retaliation, intimidation, or discipline as a result of making a
151 good faith complaint of sexual misconduct or harassment, or providing information in
152 connection with another's complaint (policy *7003 Harassment and Discrimination* and policy
153 *7004 Conscientious Employee Protection*).

154
155

156 **Additional Information**

157

158 Employees and/or students who report **or are subjected to** such incidents will be afforded
159 reasonable accommodations to avoid hostile environments. Accommodations include, but ~~are~~
160 not limited to, a change in academic and/or working situations, **e.g.: reduced hours, changed**
161 **assignment, leave of absence, etc.**

162

163 Employees and/or students who report such incidents will be provided written information
164 regarding counseling, health, victim advocacy, legal assistance, mental health, and other services
165 available both on campus and in the community. This information will include a victim's right
166 to obtain and enforce a restraining order as well as information regarding the preservation of
167 evidence. For a written explanation of the student or employee's rights and options, please refer
168 to administrative procedure, *7007 Sexual Misconduct and the Rights of Victims*.

169

170 Pursuant to Clery Act Amendments -Violence Against Women Act (VAWA), Title IX of the
171 Education Amendments of 1972, Civil Rights Act of 1991, Family Education Rights and Privacy
172 Act (FERPA), Age Discrimination in Employment Act of 1967, the President will have
173 administrative procedures developed to implement this policy including required training for
174 students and employees, resources and assistance available for victims, rules of confidentiality,
175 reasonable academic accommodations, and reporting protocols.

176

177

178 References:

179 Rowan College at Gloucester County Board of Trustees Policy Manual 7003 *Harassment and*
180 *Discrimination*, 7004 *Conscientious Employee Protection*, 8106 *Student Code of*
181 *Conduct & ~~Procedural Standards~~*.

182 Rowan College at Gloucester County Administrative Procedures, 7007 *Sexual Misconduct and the*
183 *Rights of Victims*, 8106 *Student Code of Conduct & ~~Procedural Standards~~*.
184

DRAFT



Rowan College at Gloucester County
1400 Tanyard Road
Sewell, NJ 08080

Policy: 8106 _____ REVISE _____

Title: **STUDENT CODE OF CONDUCT** ~~Student Code of Conduct & Procedural Standards~~

Area: Student Services

Approved: 3/5/80, 12/7/05

Revised: 06/09/2015

Rowan College at Gloucester County ("College"). The College, as a community dedicated to learning and the advancement of knowledge, expects and requires the behavior of students to be compatible with its high standards of scholarship and conduct. Admission to the College carries with it an obligation to uphold these standards.

Additionally, the College has the authority and responsibility to maintain order and to exclude those who are disruptive of the educational process.

The final responsibility for administration of student discipline rests with the President who will have administrative procedures developed to implement a fair, prompt, and appropriate disciplinary process (See administrative procedure, *8106 Student Code of Conduct and Procedural Standards*).

Rowan College at Gloucester County College students who officially participate in dual activities at another educational institution are responsible for being aware of, and are held accountable for adhering, to the conduct policies and procedures at **both** institutions.

Violations of Student Conduct

The following is a non-exhaustive list of conduct that does not meet the College's expectations for student conduct. Such misconduct is a violation of the Student Code of Conduct ~~and Procedural Standards~~ and may result in disciplinary sanctions.

- 43 1. All acts of sexual violence including dating violence, domestic violence, sexual
44 assault and stalking as defined in Board Policy 7007 Sexual Misconduct and the
45 Rights of Victims;
- 46
- 47 2. Dishonesty, such as cheating or furnishing false information to the College, or
48 plagiarism;
- 49
- 50 3. Forgery, alteration, or misuse of College documents, records or identification;
51
- 52 4. Obstruction or disruption of teaching, administration, disciplinary procedures or
53 College activities;
- 54
- 55 5. Physical abuse of any person (or people) on College owned or controlled
56 property or at College sponsored or supervised functions;
- 57
- 58 6. Conduct which threatens or endangers the health or safety of any such person (or
59 people);
- 60
- 61 7. Engaging in violence, threats, intimidation, harassment, bullying, or any other
62 activity where a reasonable person feels threatened;
- 63
- 64 8. Theft or damage to property of the College or that of a member of the College
65 community;
- 66
- 67 9. Unauthorized entry to or use of College facilities;
68
- 69 10. Use, possession, or distribution of narcotic or dangerous drugs and chemicals as
70 defined in federal, state and local statutes except as expressly permitted by law;
71
- 72 11. Possession, use or distribution of alcoholic and intoxicating beverages on the
73 College campus or at College sponsored or supervised functions except as
74 provided for by College policy;
- 75
- 76 12. Lewd, indecent or obscene conduct in violation of federal, state or local statutes
77 on College owned or controlled property or at College sponsored or supervised
78 functions;
- 79
- 80 13. The possession of firearms or other weapons on College property or at any
81 College sponsored or supervised functions, excluding law enforcement personnel
82 and bank couriers on official business with the College and students who are
83 active duty law enforcement personnel;
- 84
- 85 14. Failure to comply with direction of College officials when those officials are
86 acting in performance of their duties and are requesting that the student behave in
87 accordance with College policies or administrative procedures;
- 88
- 89 15. Violation of any College policy or administrative procedure as published through
90 such means as the College catalog, the College student handbook or as made

publically available on the College's website, in the College's library or in the Office of Institutional Compliance.

1. Violating College rules, regulations and policies, whether on or off campus.
2. Engaging in academic dishonesty including cheating, fabrication, facilitating academic dishonesty, and plagiarism.
3. Furnishing false information to any College official.
4. Forging, altering, or misusing College documents, records, identification cards, or other misuse or abuse of the College's computerized systems (See also 2011 *Acceptable Use of Network and System Services Administrative Procedure Policy*).
5. Engaging in disruptive activity which substantially disrupts or poses a tenable threat of disrupting teaching, administration, disciplinary procedures, or other College authorized activities, or which substantially interferes with the rights of others, on College-owned or controlled or at College-sponsored or supervised functions.
6. Theft or obtaining property under false pretenses, knowingly possessing or receiving stolen property, destroying, damaging, or threatening to destroy or damage property of the College, a member of the College community, or any person on the campus.
7. Engaging in physical violence, threats, harassment, intimidation, bullying, stalking, coercion, and/or other conduct which threatens or endangers the health or safety of any person. Harassment, intimidation, or bullying include any gesture, any written, verbal or physical act, or any electronic communication, whether it be a single incident or a series of incidents, that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability, or by any other distinguishing characteristic, or any other class protected under the New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et. seq. (See also 7007 *Student Sexual Misconduct and the Rights of Victims*) that takes place on College property or at any function sponsored by the College that substantially disrupts or interferes with the orderly operation of the College or the rights of other students and that:
 - a reasonable person should know, under the circumstances, that will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to his person or damage to his property;
 - has the effect of insulting or demeaning any student or group of students in such a way as to cause disruption in, or interference with, the orderly operation of the College; or

- creates a hostile educational environment for the student at the College; or
- infringes on the rights of the student at the College by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

8. Committing any act in violation of the College's policy 7007 Student Sexual Misconduct and the Rights of Victims.
9. Behaving in a manner that constitutes an invasion or violation of an individual's rights to privacy. Examples of prohibited behaviors that might be found to violate this provision include, but not limited to, harassing or terroristic threats, stalking, unauthorized surveillance, imposing physical or mental restraints on another person, or engaging in obscene verbal or written communications, or verbally confronting a person using obscenities or fighting words likely to incite immediate physical altercation.
10. Possessing, consuming, and/or distributing, or attempting to distribute alcoholic beverages in contravention of federal, state or local laws, or College regulations, or knowingly being present at the time of the prohibited conduct.
11. Possessing, using, manufacturing, distributing, or attempting to distribute narcotics, dangerous drugs, controlled dangerous substances, or drug paraphernalia that are prohibited by federal, state or local laws, or College policies, or knowingly being present at the time of the prohibited conduct.
12. Possessing or using a firearm, explosive, dangerous chemical, or other dangerous weapon in contravention of federal, state or local laws, or College policies and procedures.
13. Causing noise or a disturbance. Exhibiting disorderly, lewd, indecent, or obscene conduct or exhibitionism in violation of federal or state statutes on College-owned or controlled property or at College-sponsored or supervised functions.
14. Using the College's name, logo, finances, materials and supplies, or facilities for commercial, personal, or political purposes without College authorization.
15. Refusing or failing to comply with a request, directive, or order from a College official acting in the performance of their official duties and responsibilities.
16. Entering into and/or using of College facilities/equipment, including but not limited to, the library, athletic facilities and equipment, classrooms, meeting spaces, or technology equipment without authorization.
17. Engaging in off-campus actions and/or behaviors that violate laws and regulations of federal, state, and local agencies, as well as policies of the College.
18. Abusing the student discipline system, including but not limited to, noncompliance with a disciplinary sanction, falsification of information, and disruption of a hearing.

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19. Using information and communication technologies including, e-mail, voicemail, telephones, cell phones, text or electronic messaging, web-cameras, or websites to engage in harassment, intimidation, bullying (as defined in #7 above), stalking (as defined in the 7007 Student Sexual Misconduct and the Rights of Victims), or in any behavior which violates the law, College policies or the Student Code of Conduct.

20. Initiating behavior that violates the law, College policies, or the Student Code of Conduct and placing evidence of that behavior on a public website or other public medium.

- ~~1. All acts of sexual violence including dating violence, domestic violence, sexual assault and stalking as defined in Board Policy 7007 Sexual Misconduct and the Rights of Victims;~~
- ~~2. Dishonesty, such as cheating or furnishing false information to the College, or plagiarism;~~
- ~~3. Forgery, alteration, or misuse of College documents, records or identification;~~
- ~~4. Obstruction or disruption of teaching, administration, disciplinary procedures or College activities;~~
- ~~5. Physical abuse of any person (or people) on College owned or controlled property or at College sponsored or supervised functions;~~
- ~~6. Conduct which threatens or endangers the health or safety of any such person (or people);~~
- ~~7. Engaging in violence, threats, intimidation, harassment, bullying, or any other activity where a reasonable person feels threatened;~~
- ~~8. Theft or damage to property of the College or that of a member of the College community;~~
- ~~9. Unauthorized entry to or use of College facilities;~~
- ~~10. Use, possession, or distribution of narcotic or dangerous drugs and chemicals as defined in federal, state and local statutes except as expressly permitted by law;~~
- ~~11. Possession, use or distribution of alcoholic and intoxicating beverages on the College campus or at College sponsored or supervised functions except as provided for by College policy;~~

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- ~~12. Lewd, indecent or obscene conduct in violation of federal, state or local statutes on College owned or controlled property or at College sponsored or supervised functions;~~
- ~~13. The possession of firearms or other weapons on College property or at any College sponsored or supervised functions, excluding law enforcement personnel and bank couriers on official business with the College and students who are active duty law enforcement personnel;~~
- ~~14. Failure to comply with direction of College officials when those officials are acting in performance of their duties and are requesting that the student behave in accordance with College policies or administrative procedures;~~
- ~~15. Violation of any College policy or administrative procedure as published through such means as the College catalog, the College student handbook or as made publically available on the College's website, in the College's library or in the Office of Institutional Compliance.~~

A student whose conduct may pose a significant risk to the safety of himself/herself or to the campus community due to mental, emotional, medical, or psychological health conditions or other serious concerns may be subject to an Interim Safety Suspension. The Interim Safety Suspension is a preliminary action taken to protect the safety of any student and the campus community and is not a penalty. Refer to administrative procedure, 8106.1 Interim Safety Suspension.

Students who violate the law may incur penalties prescribed by civil authorities, but College authority is never used merely to duplicate the function of general laws. The special authority of the College will be asserted only where the interest of the College as an academic community is distinctly and clearly involved. Institutional action should be independent of community pressure.

Discipline for violation of College polices and administrative procedures on all campus locations and/or at any College sponsored or supervised functions may be imposed whether or not such violations are violations of civil or criminal law. In addition, disciplinary action may be imposed for off-campus student conduct that is contrary to the mission and educational goals of the College, thereby protecting the best interests, safety and wellbeing of the College community.

The President will have ~~procedural standards detailed in the administrative procedure~~ administrative procedures promulgated.

References:

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280 Rowan College at Gloucester County Administrative Procedure, *8106 Student Code of*
281 *Conduct and Procedural Standards; 8106.1 Interim Safety Suspension*

282 Rowan College at Gloucester County Board of Trustees Policy Manual, *7007 Sexual*
283 *Misconduct and the Rights of Victims*

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