



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

CONFERENCE CALL REGULAR SESSION MINUTES
June 9, 2020

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:12 p.m. held via internet conferencing technology.

Meg Resue, Special 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 of South Jersey Board of Trustees was provided by the forwarding of a notice on June 2, 2020, to *The South Jersey Times*, and *The Daily Journal*, the Gloucester and Cumberland County Freeholder Directors, Education Liaisons, Administrators, and both campus college communities.”

Meg Resue then led the Pledge of Allegiance.

Roll call followed by Meg Resue:

Members Present:

Ms. Ave’ Altersitz
Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Rev. Dr. James Dunkins (left call-6:54pm)
Ms. Yolanda Garcia Balicki, Esq.
Mr. Benjamin Griffith
Ms. Ruby Love
Mr. Ken Mecouch
Ms. White-Coursey
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Advisors Present:

Mr. Dave Rapuano, Esq.

Chair Gene Concordia welcomed everyone present on the call for the evening.

PRESIDENT’S REPORT

Dr. Keating discussed how the college is caught in a perfect storm created by the converging of three circumstances: the pandemic, financial instability and economic vulnerability, and social unrest. In light of the current societal environment, a College Faculty and Staff Town Hall was held yesterday to open up conversation for administration to listen and hear peoples’ questions, concerns, and thoughts in these areas to learn and gain understanding. These conversations with employees and students will continue with the aim that the College will not only be part of the conversation, but part of the remedy and an agent of change. To that end, Almarie Jones, Special Assistant to the President, Diversity and Equity/Title IX and Compliance will lead the development of a diversity and equity plan to supplement and be attached the College’s institutional strategic plan that is in final production and will work with the diversity committees on both campus during this process.

Medical Community Liaison – Dr. Sue Hall, Dean, Nursing & Health Professions
 Dr. Keating introduced Dr. Hall and announced her expanded role as the College’s Medical Director to act as a community medical liaison to the Department of Health in both Gloucester and Cumberland Counties and in collaboration her Inspira colleagues. Dr. Hall indicated the pandemic situation is constantly changing and that in addition to following the statistics, the collaboration between these health representatives has enhanced guidance clarity.

Financial Profile – Dr. Keating

Dr. Keating indicated the CARES grant funding of approximately 2 million will take care of monetary losses experienced from the State of NJ and college revenue declines, and noted summer enrollment was up. The big question is now what the State is going to do for what they term the 5th quarter (July-August-September). The funding is looking to be zero percent, but is under legislative negotiation to potentially be 25 percent perhaps higher. For the remaining nine months of the 2021 State budget, the allocation could be fifty percent or less – no one has a hint of where this will land. Depending on the outcome of the remaining State 2021 budget, the financial conversation may need to change going forward.

Chapter 12 Projects – Nick Burzichelli, VP, COO

Mr. Burzichelli informed the Board that the College was notified that 2020 Chapter 12 funding was put on hold, if not eliminated completely and to not to bond. The Gloucester Campus had done this in May and had targeted the money for the Allied Health building next to the GCIT building. The Cumberland Campus had already started the Alampi Science Building HVAC upgrade project and has petitioned the Governor’s Office, which probably will not be granted, however, Cumberland County will move the project forward covering the cost.

The 2021 Chapter 12 funding has been budgeted for both campuses. Cumberland’s allocation of 4.45 million is budgeted for the Rowan Medical Building and Gloucester’s 5.2 million would cover various new construction and renovations/repairs. At this time, he does not know where the College stands with this funding. He indicated the Governor is to present the 2021 budget to the legislature in mid-August. The College application narratives were due to NJCCC at the end of May and have been moved back until further notice.

Any other Chapter 12 money that has already been bonded may move forward, so that means the buildings along Tanyard Road on the Gloucester Campus are moving forward under full construction.

Rowan Global Partnership – Dr. Mike Plagianakos, Dean, Spec. Assistant to the President, University Relations

Rowan University opened the door to a partnership for online education and since RCSJ has now added a virtual third campus, this partnership will enhance its development using a 4-year online degree model similar to the College’s 2+2 program. Dr. Plagianakos announced the plan to launch six (6) programs for Fall 2020 that will lead to a Baccalaureate degree completion through the Rowan University partnership. The initiative will offer cost savings to students with a shared programmatic marketing expense aimed at positioning the College firmly in the online education market by expanding the College’s current base. Future objectives are to add two (2) programs per year. Dr. Keating asked if the Trustees were in

favor of signing the Rowan Global partnership MOU, asking their approval to move forward. All members were noted in favor of signing the MOU with no dissent recorded.

Academic Design

- Fall Planning Summary - Dr. Brenden Rickards, Provost/VP, Academic Services
Dr. Rickards reviewed the academic instruction strategy for the fall semester safe opening which consists of three (3) types of online learning options. The online options are **traditional online** (asynchronous – instructor loads course content online and student build their own schedule to complete course work by deadline), **live online** (synchronous – instructor and students meet virtually at the same time allowing for real-time interaction with additional content and assignments assigned via eLearning), and for a limited number of programs requiring hands-on experience to show skill competency, **hybrid** instruction places the greater percentage of the course work online in either a asynchronous or synchronous format with any hands-on or face-to-face instruction adhering to CDC Guidelines or State of NJ directives.
- CTE Program – Brigette Satchell, Spec. Assistant to the President, Workforce Development
Ms. Satchell presented the Trustees with a summary of the vision for the 7th Division of the College: Career and Technical Education. CTE primary focus will be to create accessible and relevant programs of study that meet regional needs of traditional and nontraditional students, business and industry, and nonprofit entities by providing services that promote and facilitate individuals in achieving academic certificates and degrees in a variety of programs that align with Rowan University, career and corporate training, grant-funded/community programs, and services in support of the Adult Center for Transition. The CTE vision will continue to build community relationships and strengthen career pathway options targeting resources to help individuals gain experience learning the skills necessary for in-demand careers.

ACCEPTANCE OF MINUTES

The April 14, 2020 Regular Session Meeting Minutes and the May 12, 2020 Special Session Minutes were approved as published.

FINANCE

Mr. Burzichelli, VP & COO gave an update on the federal, state and local funding scenarios and reviewed the financial statements ending May 31, 2020, reporting the College will enter June with a surplus due to down shutting spending and receipt of the CARES funding. He explained the application process underway for potentially receiving additional CARES grant money.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending May 31, 2020. (Statements attached)

PLANNING/FACILITIES

Mr. Burzichelli, VP & COO reviewed the Campus Security Crime Statistics for both campuses noting there were none, not surprisingly, as there is a minimum of people on campus. He then provided an overview of the listed basic operational agenda items in the form of consortium agreements, good & services and bid waivers and made the following

agenda item comments: Item 1- Professional services of Bowman & Company extends their contract for one year due to the difficulty of putting contracts out to bid during the pandemic.
 Item 17 – Review of the lease resolution between RCSJ and GCIT
 Item 22 – Explanation of the change order for W. J. Gross Inc. that was due to a substantive specification overlooked and not being submitted originally, however, the appropriate amount of funding was budgeted.

Informational Items: Campus Safety Crime Statistics Reports – Rowan College of South Jersey Campus Safety Crime Statistics for April and May 2020 (both campuses). (attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee DuBois and passed, to approve the following items (resolutions attached):

1. Exceptions to Requirement for Advertising & Authorizing the Purchase of Certain Goods & Services
2. Enter contract with Atlas Flasher Company
3. Enter agreement with the County of Gloucester serving as lead county cooperative purchasing agent
4. Authorizing purchase of certain goods or services under the E&I Cooperative Services Contracts
5. Enter agreement with the Educational Services Commission of NJ for the purchase of Apple products
6. Enter agreement with the Educational Services Commission of NJ for the purchase of custodial supplies
7. Enter agreement with the Educational Services Commission of NJ for the purchase of office supplies
8. Enter agreement between the Educational Services Commission of New Jersey & RCSJ for the Period July 1, 2020 – June 30, 2021
9. Authorizing purchase of goods or services from Federal Supply Schedules of the General Services Administration
10. Authorizing contract with Law Man Supply
11. Authorizing contract with Master Locaters
12. Enter agreement with New Jersey County Colleges' Joint Purchasing Consortium to purchase Laboratory and Medical Supplies
13. Enter agreement with New Jersey County Colleges' Joint Purchasing Consortium to purchase Testing Exams & Study Guides
14. Enter agreement with New Jersey County Colleges' Joint Purchasing Consortium to purchase Turnitin Plagiarism Prevention Technology
15. Authorizing purchase of certain goods or services under NJCCC contracts
16. Authorizes and directs the Purchasing Officer to purchase certain goods or services under the OMNIA Partners Contracts
17. Enter ground lease agreement between RCSJ & the Special Services School District and the Vocational-Technical School District of Gloucester County & authorizing officers of RCSJ to take action deemed necessary or desirable
18. Enter contract with Public Safety Outfitters
19. Authorizing the purchase of certain goods or services under the Sourcewell 2020-2021 catalog
20. authorizing purchase of certain goods or services from those approved New Jersey State Contract Vendors

21. Authorizing purchase of certain goods and services from Trane USA under the OMNIA Partners Contract
22. Authorizing RCSJ, Gloucester Campus, to accept change order one (1) as submitted by W. J. Gross Inc.

PERSONNEL

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Wills, with the following unanimously approved as presented: (attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services proceeded to review the various action items on the agenda.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Wills, to approve the following: (resolutions attached)

1. Gloucester Campus Academic Calendar Fall 2020-Summer
2. Offer an Associate of Applied Science Degree: Advanced Continuous Studies
3. Apply, and upon award, accept funding from the Out-of-School Youth Industry-Focused Occupational Training Program in healthcare professions

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee DuBois, to approve the following with Trustees Altersitz and White-Coursey abstaining: (resolutions attached)

1. Apply, and upon award, accept funding from the New Jersey Department of Education Perkins V Career and Technical Education Grant program - Gloucester Campus
2. Apply, and upon award, accept funding from the New Jersey Department of Education Perkins V Career and Technical Education Grant program - Cumberland Campus

POLICY

Sandy Evans, Director, Strategic Planning & Policy provided an overview summary of the policies for approval.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Balicki, to approve the following policies: (summary & policies attached)

1. 3001 Academic Areas
2. 7013 Sexual Misconduct and the Rights of Victims
3. 7113 Tuition Reimbursement and Waivers for Employees
4. 8401 Financial Aid
5. 8405 Tuition Waivers for Students and Community

OTHER BUSINESS

Ms. Atkinson, VP, Student Services thanked the Board members that were able to attend the recent virtual combined PTK Induction Ceremony recent. The ceremony went of very well; students did a fabulous job and there were 422 inductees across both campuses and the recording of the ceremony can be found on the College's website. Another event she mentioned were the combined Spring Open House that was a collaborative effort across campuses and allowed spotlighting of different academic areas and services of the College,

and provided parents and students the opportunity to submit their questions. The event can be viewed on demand on the website and contains a couple of recorded vignettes as well. The plan is to continue outreach to students and to let them know we have a lot to offer at the College.

Dr. Piccone, VP & CAO echoed Ms. Atkinson's comments on the events and was happy to report that the Cumberland Campus received a grant award notification in the amount of \$2,145,082 over five (5) years from the NSF Foundation Improving Undergraduate STEM Education: Hispanic-Serving Institutions Grant Program which will support Cumberland's Engineering Tech and Cyber Security programs.

The County of Cumberland has been working on WiFi connectivity and through T-Mobile there will be opportunity for K-12 and RCSJ students to have internet access with unlimited data for \$28 per month. Dr. Piccone thanked the Cumberland County Director Derella, Deputy Director/Education Liaison Barber, and Acting Superintendent and Board Trustee White-Coursey for their work bringing this initiative to fruition.

PUBLIC PORTION

Chair Concordia asked Public comment

No comments were received.

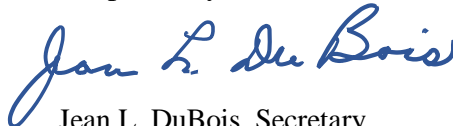
CLOSED SESSION

At 7:30 p.m., Meg Resue, Special Assistant to the President and Board of Trustees read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Garcia Balicki made a motion to approve the resolution, seconded by Trustee Love. The motion was unanimously approved.

ADJOURNMENT

At 7:37 p.m., Trustee Garcia Balicki made a motion, seconded by Trustee White-Coursey. The motion was unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary

Notes taken by Meg Resue


BOARD OF TRUSTEES MEETING

CLOSED SESSION MINUTES
June 9, 2020

At 7:30 p.m., Meg Resue, Special Assistant to the President and Board of Trustees read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Garcia Balicki made a motion to approve the resolution, seconded by Trustee Love. The motion was unanimously approved.

Members Present:

Ms. Ave' Altersitz
Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Ms. Garcia Balicki, Esq.
Mr. Benjamin Griffith
Ms. Ruby Love
Mr. Ken Mecouch
Ms. White-Coursey
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Rev. Dr. James Dunkins

Advisors Present:

Mr. David Rapuano, Esq.

Litigation

President Keating informed the Board of Trustees of litigation settlement matters.

At 7:37 p.m., Trustee Garcia Balicki made a motion, seconded by Trustee White-Coursey and unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary



**RESOLUTION AUTHORIZING A CLOSED SESSION
OF THE BOARD OF TRUSTEES
OF ROWAN COLLEGE OF SOUTH JERSEY**

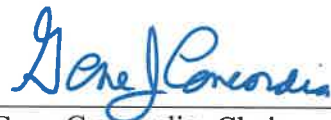
WHEREAS, the Open Public Meetings Act of the State of New Jersey allows closed sessions for the purpose of discussing personnel matters, anticipated litigation, negotiations, and purchase of real property;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey, County of Gloucester and State of New Jersey, as follows:

1. That in accordance with Section 7B7, and 7b8, of the Open Public Meetings Act of the State of New Jersey, a closed session will be held at this meeting to discuss personnel matters, anticipated litigation, negotiations, and purchase of real property: and

2. The results of the discussion may be disclosed to the public at such time or at such other time deemed proper by the Board of Trustees.

ADOPTED at a meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.



Gene Concordia, Chair

Attested:



Jean L. DuBois, Secretary



ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING MAY 31, 2020

	5/31/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 24,244,773	\$ 24,191,710	\$ (53,063)
Police Academy - Tuition	80,000	61,443	(18,557)
Fire Academy - Tuition	52,000	31,240	(20,760)
Continuing Education	1,936,000	1,200,484	(735,516)
Fees	13,559,248	13,827,493	268,245
Out of County	165,000	117,005	(47,995)
Government Appropriations			
State	9,366,368	7,377,808	(1,988,560)
Police Academy - State Funding	198,523	181,979	(16,544)
Fire Academy - State Funding	9,430	8,644	(786)
Continuing Ed - State Funding	107,168	98,237	(8,931)
County	14,692,600	14,692,600	-
Other Revenues	623,500	648,913	25,413
Auxiliary Enterprises	1,570,800	1,120,531	(450,269)
Reserve from FY20	467,957		(467,957)
Drawdown from Unrestricted Fund Balance	1,143,370		(1,143,370)
Federal (CARES ACT)		2,185,880	2,185,880
Total Revenues	\$ 68,216,737	\$ 65,743,967	\$ (2,472,770)
Current Operating Expenditures			
Instruction - Total	\$ 24,280,613	\$ 21,178,989	\$ 3,101,624
Personnel - FT	10,155,990	9,012,554	1,143,436
Personnel - FT OT, OL, Misc	2,930,388	2,896,546	33,842
Benefits	6,046,581	4,467,696	1,578,885
Personnel - PT	4,448,811	4,285,362	163,449
Expenses	698,843	516,831	182,012
Continuing Education - Total	\$ 2,110,683	\$ 1,824,731	\$ 285,952
Personnel - FT	657,625	588,928	68,697
Personnel - FT OT, OL, Misc	2,780	1,624	1,156
Benefits	349,620	304,317	45,303
Personnel - PT	534,786	470,387	64,399
Expenses	565,872	459,475	106,397

Police Academy - Total	\$ 476,014	\$ 408,800	\$ 67,214
Personnel - FT	258,312	232,281	26,031
Personnel - FT OT, OL, Misc	-		-
Benefits	143,168	118,156	25,012
Personnel - PT	34,529	32,614	1,915
Expenses	40,005	25,749	14,256
Fire Academy - Total	\$ 293,344	\$ 243,113	\$ 50,231
Personnel - FT	137,321	123,398	13,923
Personnel - FT OT, OL, Misc	6,049	2,959	3,090
Benefits	75,997	62,770	13,227
Personnel - PT	43,323	32,639	10,684
Expenses	30,654	21,347	9,307
Academic Support - Total	\$ 6,044,980	\$ 4,958,320	\$ 1,086,660
Personnel - FT	2,752,408	2,285,180	467,228
Personnel - FT OT, OL, Misc	83,129	69,867	13,262
Benefits	1,537,878	1,233,554	304,324
Personnel - PT	819,456	679,731	139,725
Expenses	852,109	689,988	162,121
Student Services - Total	\$ 12,417,368	\$ 10,724,308	\$ 1,693,060
Personnel - FT	6,531,662	5,679,746	851,916
Personnel - FT OT, OL, Misc	71,156	76,130	(4,974)
Benefits	3,377,287	3,119,313	257,974
Personnel - PT	910,498	785,040	125,458
Expenses	1,526,765	1,064,079	462,686
Institutional Support - Total	\$ 12,394,193	\$ 10,444,096	\$ 1,950,097
Personnel - FT	5,172,592	4,467,996	704,596
Personnel - FT OT, OL, Misc	940	19,276	(18,336)
Benefits	2,489,095	2,342,751	146,344
Personnel - PT	309,015	186,578	122,437
Expenses	4,422,551	3,427,495	995,056
Operating & Maintenance - Total	\$ 8,898,356	\$ 7,732,624	\$ 1,165,732
Personnel - FT	2,067,191	1,854,170	213,021
Personnel - FT OT, OL, Misc	112,455	112,285	170
Benefits	1,141,783	962,712	179,071
Personnel - PT	45,315	29,725	15,590
Expenses	5,531,612	4,773,732	757,880
Auxiliary Enterprises	\$ 334,508	\$ 220,919	\$ 113,589
Debt Service	\$ 85,378	\$ 78,328	\$ 7,050
Leasing Expenses	\$ 58,000	\$ 57,375	\$ 625
Minor Capital	\$ 400,000	\$ 106,409	\$ 293,591
Retiree Benefits	\$ 423,300	\$ 319,231	\$ 104,069
Total Operating Expenditures	\$ 68,216,737	\$ 58,297,243	\$ 9,919,494

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING MAY 31, 2020
Gloucester Campus

	5/31/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,722,348	\$ 16,489,671	\$ (232,677)
Police Academy - Tuition	80,000	61,443	(18,557)
Fire Academy - Tuition	52,000	31,240	(20,760)
Continuing Education	1,250,000	678,957	(571,043)
Fees	10,477,490	10,411,423	(66,067)
Out of County	40,000	25,974	(14,026)
Government Appropriations			
State	6,066,368	4,554,838	(1,511,530)
Police Academy - State Funding	198,523	181,979	(16,544)
Fire Academy - State Funding	9,430	8,644	(786)
Continuing Ed - State Funding	107,168	98,237	(8,931)
County	8,100,000	8,100,000	-
Other Revenues	298,500	166,250	(132,250)
Auxiliary Enterprises	553,800	628,480	74,680
Administrative Revenue	300,000		(300,000)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance	67,957		(67,957)
Federal (CARES Act)		1,528,709	1,528,709
Total Revenues	\$ 44,823,584	\$ 42,965,846	\$ (1,857,738)
Current Operating Expenditures			
Instruction - Total	\$ 16,106,513	\$ 14,811,705	\$ 1,294,808
Personnel - FT	7,264,872	6,563,209	701,663
Personnel - FT OT, OL, Misc	1,949,388	2,086,547	(137,159)
Benefits	3,904,581	3,338,558	566,023
Personnel - PT	2,637,429	2,546,075	91,354
Expenses	350,243	277,316	72,927
Continuing Education - Total	\$ 1,443,330	\$ 1,161,720	\$ 281,610
Personnel - FT	463,547	405,347	58,200
Personnel - FT OT, OL, Misc	2,780	1,624	1,156
Benefits	249,620	206,191	43,429
Personnel - PT	245,811	191,116	54,695

Expenses	481,572	357,442	124,130
Police Academy - Total	\$ 476,014	\$ 408,800	\$ 67,214
Personnel - FT	258,312	232,281	26,031
Personnel - FT OT, OL, Misc	-	-	-
Benefits	143,168	118,156	25,012
Personnel - PT	34,529	32,614	1,915
Expenses	40,005	25,749	14,256
Fire Academy - Total	\$ 293,344	\$ 243,113	\$ 50,231
Personnel - FT	137,321	123,398	13,923
Personnel - FT OT, OL, Misc	6,049	2,959	3,090
Benefits	75,997	62,770	13,227
Personnel - PT	43,323	32,639	10,684
Expenses	30,654	21,347	9,307
Academic Support - Total	\$ 3,657,697	\$ 3,253,673	\$ 404,024
Personnel - FT	1,611,591	1,448,348	163,243
Personnel - FT OT, OL, Misc	70,529	58,117	12,412
Benefits	886,228	754,979	131,249
Personnel - PT	478,190	446,298	31,892
Expenses	611,159	545,931	65,228
Student Services - Total	\$ 8,770,234	\$ 7,456,778	\$ 1,313,456
Personnel - FT	4,629,340	4,034,895	594,445
Personnel - FT OT, OL, Misc	67,257	69,731	(2,474)
Benefits	2,520,487	2,147,206	373,281
Personnel - PT	455,345	430,987	24,358
Expenses	1,097,805	773,959	323,846
Institutional Support - Total	\$ 7,665,295	\$ 6,253,619	\$ 1,411,676
Personnel - FT	3,158,356	2,787,803	370,553
Personnel - FT OT, OL, Misc	940	3,850	(2,910)
Benefits	1,699,295	1,447,631	251,664
Personnel - PT	127,875	120,220	7,655
Expenses	2,678,829	1,894,115	784,714
Operating & Maintenance - Total	\$ 5,839,349	\$ 5,040,689	\$ 798,660
Personnel - FT	1,952,124	1,754,965	197,159
Personnel - FT OT, OL, Misc	112,455	112,285	170
Benefits	1,088,883	927,621	161,262
Personnel - PT	45,315	29,725	15,590
Expenses	2,640,572	2,216,093	424,479
Leasing Expenses	\$ 58,000	57,375	\$ 625
Retiree Benefits	\$ 423,300	319,231	\$ 104,069
Auxiliary Enterprises	\$ 90,508	77,391	\$ 13,117
Total Operating Expenditures	\$ 44,823,584	\$ 39,084,094	\$ 5,739,490

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING MAY 31, 2020

	5/31/2020		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,835,712	\$ 7,702,038	\$ (133,674)
Continuing Education	686,000	521,527	(164,473)
Fees	2,768,470	3,416,070	647,600
Out of County (Charge back)	125,000	91,031	(33,969)
	-		-
Government Appropriations			
State	3,300,000	2,822,970	(477,030)
County	6,592,600	6,592,600	-
Other Revenues			
Auxiliary Enterprises	325,000	482,663	157,663
	1,017,000	492,051	(524,950)
Reserve Capital Proj			
Reserve from FY19	400,000		(400,000)
Drawdown from Unrestricted Fund Balance	643,370		(643,370)
Federal (CARES Act)	-	657,171	657,171
Total Revenues	\$ 23,693,152	\$ 22,778,121	\$ (915,031)
Current Operating Expenditures			
Instruction - Total			
Personnel - FT	\$ 8,174,099	\$ 6,367,283	\$ 1,806,816
Personnel - FT OT, OL, Misc	2,891,117	2,449,344	441,773
Benefits	981,000	809,999	171,001
Personnel - PT	2,142,000	1,129,138	1,012,862
Expenses	1,811,382	1,739,287	72,095
	348,600	239,515	109,085
Continuing Education - Total			
Personnel - FT	\$ 667,353	\$ 663,011	\$ 4,342
Personnel - FT OT, OL, Misc	194,078	183,581	10,497
Benefits	100,000	-	-
Personnel - PT	100,000	98,126	1,875
Expenses	288,975	279,271	9,704
	84,300	102,033	(17,733)
Academic Support - Total			
Personnel - FT	\$ 2,100,194	\$ 1,486,090	\$ 614,104
Personnel - FT OT, OL, Misc	1,028,828	734,176	294,652
Benefits	12,600	11,750	850
Personnel - PT	584,500	414,703	169,797
Expenses	251,466	197,960	53,506
	222,800	127,501	95,299

Student Services - Total	\$ 3,647,134	\$ 3,267,530	\$ 379,604
Personnel - FT	1,902,322	1,644,851	257,471
Personnel - FT OT, OL, Misc	3,899	6,399	(2,500)
Benefits	856,800	972,107	(115,307)
Personnel - PT	455,153	354,053	101,100
Expenses	428,960	290,120	138,840
Public Service - Total	\$ 287,089	\$ 218,557	\$ 68,532
Personnel - FT	111,989	102,657	9,332
Personnel - FT OT, OL, Misc		-	-
Benefits	67,150	63,872	3,278
Personnel - PT	89,800	35,473	54,327
Expenses	18,150	16,556	1,594
Institutional Support - Total	\$ 5,028,898	\$ 4,190,477	\$ 838,421
Personnel - FT	2,014,236	1,680,193	334,043
Personnel - FT OT, OL, Misc		15,426	(15,426)
Benefits	789,800	895,120	(105,320)
Personnel - PT	181,140	66,358	114,782
Expenses	2,043,722	1,533,380	510,342
Operating & Maintenance - Total	\$ 3,059,007	\$ 2,691,935	\$ 367,072
Personnel - FT	115,067	99,205	15,862
Personnel - FT OT, OL, Misc		-	-
Benefits	52,900	35,091	17,809
Personnel - PT	-	-	-
Expenses	2,891,040	2,557,639	333,401
Debt Service	\$ 85,378	78,328	\$ 7,050
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ 400,000	106,409	\$ 293,591
Auxiliary Enterprises	\$ 244,000	143,528	\$ 100,472
Total Operating Expenditures	\$ 23,693,152	\$ 19,213,149	\$ 4,480,003

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, COO
FROM: Paul J. Babcock, Acting Director
FROM: Andres Lopez, Director of Campus Safety and Security
DATE: April 30, 2020
SUBJECT: CRIME STATISTICS April 2020

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 South Jersey is following the Clery Act definitions for reporting crime statistics.

DESCRIPTION	GLOUCESTER	CUMBERLAND
Burglary	0 Incidents	0 incidents
Criminal Trespass	0 Incidents	0 incidents
Possession of Controlled Dangerous Substances	0 Incidents	0 incidents
Underage Alcohol Consumption	0 Incidents	0 incidents
Thefts	0 Incidents	0 incidents
Harassment	0 Incidents	0 incidents
Criminal Mischief	0 Incidents	0 incidents
Receiving Stolen Property	0 Incidents	0 incidents
False Public Alarms	0 Incidents	0 incidents
Emergency Notifications	0 Incidents	0 incidents
Assault	0 Incidents	0 incidents
Sexual Assault/Contact	0 Incidents	0 incidents
Hate Crimes	0 Incidents	0 incidents
Violence Against Women	0 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents/Incidents	0 Incidents	0 incidents
Fire	0 Incidents	0 incidents
Medical Assist/Incidents	0 Incidents	0 incidents

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, COO
FROM: Paul J. Babcock, Acting Director
FROM: Andres Lopez, Director of Campus Safety and Security
DATE: May 30, 2020
SUBJECT: CRIME STATISTICS May 2020

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RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES PURSUANT TO N.J.S.A. 18A:64A-25.5 EXCEPTIONS TO REQUIREMENT FOR ADVERTISING AND AUTHORIZING THE PURCHASE OF CERTAIN GOODS AND SERVICES

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services for the college; and

WHEREAS, Rowan College of South Jersey, pursuant to 18A:64A-25.5, allows the Board of Trustees the authority to approve the purchase, contract or agreement in excess of \$36,400 (current bid threshold) which may be negotiated or awarded without public advertising for bids if the subject matter consist of the attached list of exceptions; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from the attached list without the need of advertising or accepting bids as allowed by N.J.S.A. 18A:64A-25.5, in accordance with all applicable New Jersey Statutes and subject to the availability of funds.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary



Estimated Annual Cost for FY 2020 – 2021

18A:64A-25.5 (1) Professional Services

Bowman & Company (Auditing)

Combined Costs	\$44,000
Gloucester Campus	\$47,000
Cumberland Campus	\$36,000

Partner Engineering and Science (LSRP/Remedial investigation)

Gloucester Campus	\$30,000
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Integrity Interpreting (Interpreting Services)

Cumberland Campus	\$60,000
Gloucester Campus	\$30,000

18A:64A-25.5 (3) Materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted

Steris Corp

Cumberland Campus	\$30,000
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18A:64A-25.5 (6) - Textbooks, copyrighted materials, student produced publications and services incidental thereto, library materials including without limitation books, periodicals, newspapers, documents, pamphlets, photographs, reproductions, microfilms, pictorial or graphic works, musical scores, maps, charts, globes, sound recordings, slides, films, filmstrips, video and magnetic tapes, other printed or published matter and audiovisual and other materials of a similar nature, necessary binding or rebinding of library materials and specialized library services

Amazon

Cumberland Campus	\$25,000
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Barnes and Noble College Booksellers

Cumberland Campus	\$1,364,000.00
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NJEdge VALE

Cumberland Campus	\$27,000
Gloucester Campus	\$55,800

Gloucester/Cumberland/Salem On-Line Library Database

Cumberland Campus	\$30,000
Gloucester Campus	\$30,000

ProQuest

Cumberland Campus	\$35,000
Gloucester Campus	\$35,000

18A:64A-25.5 (7) Food supplies and services including food supplies and management contracts for student centers, dining rooms and cafeterias; or

Culinart

Cumberland Campus \$300,000

18A:64A-25.5 (8) – The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board

Constellation / New Energy

Gloucester Campus \$500,000

UGI Energy Co

Gloucester Campus \$400,000

Atlantic City Electric

Cumberland Campus \$665,000

Landis Sewerage Authority

Cumberland Campus \$57,700

South Jersey Gas Co & South Jersey Energy

Cumberland Campus \$250,000

Vineland Municipal Utilities

Cumberland Campus \$327,000

Direct Energy Marketing

Cumberland Campus \$140,000

18A:64A-25.5 (10) Specialized machinery or equipment of a technical nature which will not reasonably permit the drawing of the specifications, and the procurement thereof without advertising is in the public interest.

Design Assistance Corporation

\$45,000

18A:64A-25.5 (15) Professional consulting services.

Paul T Bucci (Grant Consulting)

Cumberland Campus \$175,000

Joyce Feder (Curriculum and Program Development)

Gloucester Campus \$20,000

Daniel Bevilacqua (Finance and Compliance)

Gloucester Campus \$40,000

RS-5 (Analytics Information Management)

Gloucester Campus \$60,000

TTI Environmental (Environmental Services)

Gloucester Campus \$100,000

ProTrain (Online Training and Certification)

Both Campuses \$40,000

<u>Condensed Curriculum International</u> (Online Training and Certification)	
Both Campuses	\$40,000
<u>Ed2Go</u> (Online Training and Certification)	
Both Campuses	\$40,000
<u>Knacktek, LLC</u>	
Gloucester Campus (SharePoint Consulting Services)	\$200,000

18A:64A-25.5 (19) the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software.

<u>DVL Group Company</u>	
Gloucester Campus	\$50,000
<u>Ellucian</u>	
Gloucester Campus Banner ERP Technical Services	\$500,000
<u>Ellucian</u>	
Gloucester Campus Banner ERP Software	\$600,000
<u>Ellucian</u>	
Cumberland Campus Colleague ERP Software	\$250,000
<u>NJCCC IT Services and purchasing</u>	
Gloucester Campus	\$400,000
Cumberland Campus	\$15,000
<u>Blackboard</u>	
Gloucester Campus, Blackboard Analytics (Formally iStrategy)	\$100,000
<u>Blackboard</u>	
Gloucester Campus, eLearning software: Analytics, Collaborate	\$400,000
<u>Blackboard</u>	
Cumberland Campus, Ally & SAAS	\$38,500
<u>Mythics</u>	
Gloucester Campus	\$250,000
<u>DLT Solution</u>	
Gloucester Campus	\$100,000
<u>TouchNet</u>	
Gloucester Campus	\$75,000
<u>Apple</u>	
Gloucester Campus	\$200,000
Cumberland Campus	\$30,000
<u>Mercury-eg</u>	
Gloucester Campus	\$40,000
<u>Synergis</u>	
Gloucester Campus	\$25,000
<u>Evisions-Formfusion</u>	
Gloucester Campus	\$40,000
<u>APC by Schneider Electric</u>	
Gloucester Campus	\$40,000

<u>Monoprice, Inc</u>	
Gloucester Campus	\$80,000
<u>TechSmith</u>	
Gloucester Campus	\$40,000
<u>Turnitin</u>	
Cumberland Campus	\$10,000
<u>Hobsons Inc.</u>	
Cumberland Campus	\$45,000
<u>Honeywell Building Solutions</u>	
Cumberland Campus	\$38,500
<u>OCELOT</u>	
Both Campuses	\$30,000
<u>Sonitrol</u>	
Cumberland Campus	\$63,000
<u>TeamDynamix Solutions</u>	
Gloucester Campus	\$20,000
<u>Zoom Video Communications</u>	
Gloucester Campus	\$75,000
Cumberland Campus	\$75,000
<u>Respondus, Inc</u>	
Gloucester Campus	\$40,000
Cumberland Campus	\$40,000

18A:64A-25.5 (20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment

<u>Clear Channel</u>	
Gloucester Campus	\$200,000
Cumberland Campus	\$75,000
<u>Intersectional Media</u>	
Gloucester Campus	\$200,000
Cumberland Campus	\$100,000
<u>COMCAST</u>	
Gloucester Campus	\$75,000
Cumberland Campus	\$75,000



RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE OF PUBLIC SAFETY EQUIPMENT

WHEREAS, Rowan College of South Jersey desires a contract for public safety equipment; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when values of aggregate contracts exceed \$17,500, the 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, Atlas Flasher Company has completed and submitted a Business Entity Disclosure Certification pursuant to the requirements of N.J.S.A. 19:44A-20.4 which certifies that neither Law Man Supply nor anyone with an interest in it has, during the one-year period preceding the award of the contract made a reportable campaign contribution; 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 the Rowan College of South Jersey that the President or his designees are authorized to enter into contract with Atlas Flasher Company that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH APPROVED COUNTY OF GLOUCESTER CONTRACT VENDORS PURSUANT TO 18A:64A-25.10

WHEREAS, Rowan College of South Jersey, in accordance with 18A:64A-25.10, governmental units are permitted to enter into agreements with other local governmental units; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing the County of Gloucester contracts; and

WHEREAS, the Chief Financial Officer for the College has certified that funds are available for these purchases; and

WHEREAS, the County of Gloucester acts as lead agency in the County Cooperative contract purchasing system; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with the attached referenced County of Gloucester Contracted vendors through this resolution and properly executed contracts, which shall be subject to all of the conditions applicable to current State contracting laws; and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey authorizes the Rowan College of South Jersey to enter into an agreement, under the Uniform Shared Services and Consolidation Act, with the County of Gloucester serving as lead county cooperative purchasing agent, with the individual vendors on the attached list, pursuant to all conditions of the individual County of Gloucester Contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chairperson

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".
Jean L. DuBois, Secretary

TERM CONTRACTS BY BID#

BID#	VENDOR	CONTRACT \$AMOUNT\$	ITEM/SERVICE	DEPARTMENT	BID/RFP OPEN	EXT. COOP	AGENDA DATE	AWARD DATE	EXP. DATE	OPT
Camden Co.	Direct Energy Business Mark		Natural Gas	Buildings & Grounds	9/17/2019	Yes	1/16/2019	12/1/2019	11/30/2022	0
Camden Co.	Constellation / New Energy	\$ 750,000.00	Electric - Primary & Secondary Accounts (ACEO)	Buildings & Grounds	7/17/2018	Yes	9/5/2018	9/1/2018	8/31/2020	0
Camden Co.	UGI Energy Company	\$ 750,000.00	Electric - Primary & Secondary Accounts (PSE&G)	Buildings & Grounds	7/17/2018	Yes	9/5/2018	9/1/2018	8/31/2020	0
PD-20-011	Rapiscan Systems, Inc.	\$ 28,287.50	Rapiscan X-Ray Scanner	Sheriff's Dept.	2/25/2020	Yes	3/1/8/2020	3/1/8/2020	Purchase	0
PD-20-009	Drew & Rogers, Inc.	\$ 35,000.00	Advertising Items	Purchasing	2/20/2020	Yes	3/4/2020	3/26/2020	3/25/2022	2
PD-20-008	Allied Document Solutions	\$ 25,000.00	Toner Cartridges	Purchasing	3/3/2020	Yes	4/1/2020	4/4/2020	4/3/2021	0
PD-20-008	The Tree House	\$ 25,000.00	Toner Cartridges	Purchasing	3/3/2020	Yes	4/1/2020	4/4/2020	4/3/2021	0
PD-20-008	CVR Computer Supplies	\$ 15,000.00	Toner Cartridges	Purchasing	3/3/2020	Yes	4/1/2020	4/4/2020	4/3/2021	0
PD-20-003	Natural Pet, Inc.	\$ 51,000.00	Bulk Animal Food	Animal Shelter	1/3/2020	Yes	1/22/2020	2/5/2020	2/4/2021	2
PD-20-002	Caterina Supply, Inc.	\$ 100,000.00	Various Kinds of Piping	Public Works	1/14/2020	Yes	2/1/9/2020	1/20/2020	1/19/2022	2
PD-20-001	South State, Inc.	\$ 750,000.00	Milling & Profiling Services	Public Works	1/15/2020	Yes	2/5/2020	3/1/3/2020	3/1/2/2022	2
PD-19-070	NovoCare Rehabilitation	\$ 50,000.00	Employment Testing	Human Resources	12/3/2019	Yes	12/1/8/2019	1/1/2020	12/31/2021	2
PD-19-069	Rohrer Enterprises, Inc.	\$ 36,780.00	(1) 2019 Dodge Grand Caravan	Fleet Management	11/7/2019	Yes	11/26/2019	11/26/2019	Purchase	0
PD-19-063	U.S. Lumber, Inc.	\$ 100,000.00	Various Building Materials	Buildings & Grounds	10/17/2019	Yes	11/6/2019	11/6/2019	11/5/2020	2
PD-19-061	BRT Technologies, LLC	\$ 56,898.24	Property Assessment Notification Cards	Assessment Office	10/1/2019	Yes	10/2/2019	10/2/2019	12/31/2019	0
PD-19-060	Core Mechanical, Inc.	\$ 650,000.00	Heating & Air Full Service Maintenance	Buildings & Grounds	10/3/2019	Yes	10/16/2019	11/1/2019	10/31/2021	2
PD-19-058	Patriot Roofing, Inc.	\$ 66,420.00	Roofing Material & Equipment	Buildings & Grounds	10/1/2019	Yes	10/16/2009	10/16/2019	completion	0
PD-19-057	Hertlich Fleet Services, Inc.	\$ 38,637.00	(1) 2020 Ford Explorer	Fleet Management	9/24/2019	Yes	10/16/2019	10/16/2019	Purchase	0
PD-19-056	Turf Equip & Supply Co., Inc.	\$ 29,352.56	Irrigation Software and System Upgrade	Buildings & Grounds	9/25/2019	Yes	10/16/2019	10/16/2019	Purchase	0
PD-19-055	NMS Labs	\$ 82,000.00	Forensic Toxicology Lab Services	Medical Examiner	9/19/2019	Yes	10/16/2019	10/7/2019	10/6/2021	2
PD-19-054	Garden State Hwy Products	\$ 20,089.00	(1) Solartech Silent Messenger Board	Engineering	9/17/2019	Yes	10/16/2019	10/16/2019	Purchase	0
PD-19-051	Common Cents EMS Supply	\$ 15,000.00	EMS Consumables	Communications/EMS	9/11/2019	Yes	10/16/2019	11/7/2019	11/6/2020	2
PD-19-051	Quad Med, Inc.	\$ 15,000.00	EMS Consumables	Communications/EMS	9/11/2019	Yes	10/16/2019	11/7/2019	11/6/2020	2
PD-19-049	Riverside Const. Materials	\$ 1,500,000.00	Rock Salt	Public Works	8/29/2019	Yes	9/1/8/2019	11/1/2019	10/31/2020	0
PD-19-048	Tags Auto Supply	\$ 140,000.00	Automotive Parts and Accessories	Fleet Management	8/29/2019	Yes	10/19/2019	10/19/2019	10/18/2021	2
PD-19-047	Central Jersey Equipment	\$ 28,000.00	One Kubota Tractor	Buildings & Grounds	8/8/2019	Yes	8/28/2019	8/28/2019	Purchase	0
PD-19-046	Sunbelt Rentals, Inc.	\$ 44,131.42	Gentle Trailer Mounted Boom Lift	Buildings & Grounds	8/27/2019	Yes	10/16/2019	10/16/2019	Purchase	0
PD-19-045	Lawn & Golf Supply Co., Inc.	\$ 34,607.00	Triplex Mower	Buildings & Grounds	8/1/2019	Yes	8/28/2019	8/28/2019	Purchase	0
PD-19-044	South Jersey Overhead Door	\$ 80,000.00	Repair & Replacement of Overhead Doors	Buildings & Grounds	8/13/2019	Yes	8/28/2019	9/19/2019	9/18/2021	2
PD-19-043	Demountable Concepts Inc.	\$ 50,000.00	Vehicle Collision Repairs - Heavy Duty Truck	Fleet Management	8/6/2019	Yes	9/1/8/2019	9/5/2019	9/4/2021	2
PD-19-042	Bellmar Collision Center Inc	\$ 50,000.00	Vehicle Collision Repairs-Light Vehicles up to 3/4 Ton	Fleet Management	8/6/2019	Yes	9/1/8/2019	9/5/2019	9/4/2021	2
PD-19-041	Fisher & Son Co., Inc.	\$ 23,000.00	Grass Seed, Topdressing, Fertilizers & Plant Protec.	Golf Course	8/7/2019	Yes	9/1/8/2019	10/1/2019	9/30/2021	2
PD-19-041	Seeton Turf Warehouse, LLC	\$ 23,000.00	Grass Seed, Topdressing, Fertilizers & Plant Protec.	Golf Course	8/7/2019	Yes	9/1/8/2019	10/1/2019	9/30/2021	2
PD-19-041	SiteOne Landscape Supply	\$ 31,000.00	Grass Seed, Topdressing, Fertilizers & Plant Protec.	Golf Course	8/7/2019	Yes	9/1/8/2019	10/1/2019	9/30/2021	2
PD-19-041	Helena AGRI Enterprises	\$ 51,000.00	Grass Seed, Topdressing, Fertilizers & Plant Protec.	Golf Course	8/7/2019	Yes	9/1/8/2019	10/1/2019	9/30/2021	2
PD-19-041	Grass Roots Turf Products	\$ 49,000.00	Grass Seed, Topdressing, Fertilizers & Plant Protec.	Golf Course	8/7/2019	Yes	9/1/8/2019	10/1/2019	9/30/2021	2

TERM CONTRACTS BY BID#

BID#	VENDOR	CONTRACT \$AMOUNT\$	ITEM/SERVICE	DEPARTMENT	BID/FP OPEN	EXT. COOP	AGENDA DATE	AWARD DATE	EXP. DATE	OPT
PD-19-038	Stryker Sales Corp.	\$ 34,756.20	Twelve (12) Biphasic AED's	Communications/EMS	7/10/2019	Yes	8/14/2019	8/14/2019	Purchase	0
PD-19-037	Stryker Sales Corp.	\$ 185,584.76	Twelve (12) Chest Compression Systems	Communications/EMS	7/10/2019	Yes	8/14/2019	8/14/2019	Purchase	0
PD-19-036	RPM Landscape Contractor	\$ 90,000.00	Trimming and/or Removal of Trees	Buildings & Grounds	6/20/2019	Yes	7/24/2019	8/5/2019	8/4/2021	2
PD-19-035	Track Group, Inc.	No cost to County	GPS Tracking System	Corrections	7/11/2019	Yes	7/24/2019	7/11/2019	7/10/2021	2
PD-19-032	Common Cents EMS Supply	\$ 60,283.48	EMS Stryker Ambulance Stretchers	Communications/EMS	6/12/2019	Yes	7/10/2019	7/10/2019	Purchase	0
PD-19-030	Commercial Interiors Direct	\$ 29,778.90	Vinyl Composition Tile & Cove Base-Prosec. Office	Buildings & Grounds	6/6/2019	Yes	6/19/2019	6/19/2019	completion	0
PD-19-027	Clean Air Company, Inc.	\$ 82,205.00	Vehicle Exhaust Extraction System	Communications/EMS	5/6/2019	Yes	6/5/2019	6/5/2019	Purchase	0
PD-19-024	Eastern Lift Truck Co., Inc.	\$ 27,383.00	(1) Yale Lift Truck	Fleet Management	4/12/2019	Yes	5/15/2019	5/15/2019	Purchase	0
PD-19-021	Mall Chevrolet, Inc.	\$ 43,000.00	(1) 2018 Chev Express 2500 Ext Van	Fleet Management	4/11/2019	Yes	5/1/2019	5/1/2019	Purchase	0
PD-19-019	Herrich Fleet Services, Inc.	\$ 31,051.00	(1) 2018 Ford Explorer 4WD	Fleet Management	4/9/2019	Yes	5/1/2019	5/1/2019	Purchase	0
PD-19-018	Herrich Fleet Services, Inc.	\$ 31,064.00	(1) 2018 Ford Explorer 4WD	Fleet Management	4/5/2019	Yes	5/1/2019	5/1/2019	Purchase	0
PD-19-017	Herrich Fleet Services, Inc.	\$ 41,493.00	(1) 2018 Ford SUB Police Interceptor AWD	Fleet Management	4/5/2019	Yes	5/1/2019	5/1/2019	Purchase	0
PD-19-016	Herrich Fleet Services, Inc.	\$ 123,897.00	(3) 2018 Ford SUB Police Interceptors AWD	Fleet Management	4/5/2019	Yes	5/1/2019	5/1/2019	Purchase	0
PD-19-015	South State Materials, LLC	\$ 5,000.00	Bituminous Materials	Public Works	3/12/2019	Yes	5/1/2019	5/5/2019	5/4/2020	2
PD-19-010	Deer Carcass Removal Serv.	\$ 31,000.00	Roadside Deer Carcass Removal	Public Works	1/31/2019	Yes	2/20/2019	2/4/2019	2/3/2021	2
PD-19-009	AP Plumbing & Heating	\$ 80,000.00	Plumbing Parts & Supplies	Buildings & Grounds	2/6/2019	Yes	2/20/2019	3/4/2019	3/3/2021	2
PD-19-008	Common Cents EMS Supply	\$ 39,503.82	40 Hemorrhage Control Kits	Communications/EMS	1/9/2018	Yes	2/6/2019	2/6/2019	Purchase	0
PD-19-007	Action Uniform Co., LLC	\$ 200,000.00	Uniforms	EMS	1/11/2018	Yes	2/20/2019	2/3/2019	2/21/2021	0
PD-19-006	Fleet Analytics, LLC	\$ 43,200.00	GPS Software	Prosecutor's Office	1/8/2018	Yes	2/20/2019	2/20/2019	2/19/2021	2
PD-19-004	New Jersey Business Syst	\$ 32,990.82	IPCC/TV Camera System - Library	I.T.	12/21/2018	Yes	1/23/2019	1/23/2019	Purchase	0
PD-19-003	Harring Fire Protection	\$ 73,000.00	Fire Protection System - Pole Barn - Lenape Ave	I.T.	1/15/2019	Yes	2/6/2019	2/6/2019	Purchase	0
PD-19-002	Auto Clear	\$ 26,400.00	One X-Ray Scanner	Sheriff	12/11/2018	Yes	1/23/2019	1/23/2019	Purchase	0
PD-19-001	American Wear, Inc.	\$ 40,000.00	Uniform Rental	PW/AS/Fleet/Mosquito	12/14/2018	Yes	1/23/2019	1/23/2019	1/22/2022	0
PD-18-068	Cooper Electric Supply Co Inc	\$ 50,000.00	Electrical Parts and Supplies	Buildings & Grounds	11/9/2018	Yes	12/19/2018	12/19/2018	12/18/2020	0
PD-18-065	Golf Car Specialties	\$ 76,500.00	Utility Vehicles for the Pitman Golf Course	Golf Course	11/20/2018	Yes	12/27/2018	12/19/2018	12/18/2021	2
PD-18-064	First Quality/Cottman	\$ 25,000.00	Transmission Overhauls	Fleet	10/23/2018	Yes	11/20/2018	12/3/2018	12/2/2020	2
PD-18-062	Common Cents EMS Supply	\$ 50,866.68	Six Ambulance Stretchers	Communications/EMS	10/10/2018	Yes	11/7/2018	11/7/2018	Purchase	0
PD-18-060	Auietto Caterers	\$ 550,000.00	Nutrition Program for the Elderly	Senior Services	10/4/2018	Yes	11/20/2018	1/11/2019	12/31/2021	0
PD-18-055	Signal Control Products, Inc.	\$ 689,912.50	Traffic Signal Parts	Public Works	9/18/2018	Yes	10/17/2018	10/17/2018	10/16/2021	0
PD-18-053	Finch Services, Inc.	\$ 49,000.00	2018 Reel Grinder & Bed Knife Grinder	Golf Course	8/28/2018	Yes	9/19/2018	9/19/2018	Purchase	0
PD-18-040	Riggins, Inc.	\$ 750,000.00	Gasoline & Ultra Low Sulfur Diesel Fuel	Fleet/Public Works	6/29/2018	Yes	7/25/2018	8/4/2018	8/3/2020	2
PD-18-039	Herrich Fleet Services, Inc.	\$ 27,978.00	One 2018 Ford Explorer 4WD	Fleet Management	6/28/2018	Yes	7/11/2018	7/11/2018	Purchase	0
PD-18-035	Physio-Control, Inc.	\$ 34,756.20	12 Biphasic AED's	EMS	5/30/2018	Yes	7/11/2018	7/11/2018	Purchase	0
PD-18-034	Physio Control, Inc.	\$ 184,356.68	12 Chest Compression Systems	EMS	5/30/2018	Yes	6/20/2018	6/20/2018	Purchase	0
PD-18-032	Rohrer Bus Sales	\$ 81,382.00	2016 Ford Model F550 Bus	Fleet Management	5/24/2018	Yes	7/11/2018	7/11/2018	Purchase	0
PD-18-031	Herrich Fleet Services, Inc.	\$ 30,677.00	One 2018 Fleet Ford Escape SE 4WD	Fleet Management	5/4/2018	Yes	5/16/2018	5/16/2018	Purchase	0

TERM CONTRACTS BY BID#

BID#	VENDOR	CONTRACT \$AMOUNT\$	ITEM/SERVICE	DEPARTMENT	BID/RFP OPEN	EXT. COOP	AGENDA DATE	AWARD DATE	EXP. DATE	OPT
PD-18-030	Day Ford	\$ 33,999.00	Three 2018 Ford SUV Police Interceptors AWD	Fleet Management	5/4/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-029	Herrlich Fleet Services, Inc.	\$ 36,260.00	One 2018 Ford SUV Police Interceptor AWD	Fleet Management	5/3/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-028	Mall Chevrolet	\$ 42,452.00	One Chevrolet Express 2500 Extended Van	Fleet Management	5/3/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-026	Herrlich Fleet Services, Inc.	\$ 27,953.00	One 2018 Ford Explorer 4WD	Fleet Management	5/1/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-025	Beyer Ford	\$ 26,773.00	One 2018 Ford Explorer 4WD	Fleet Management	4/27/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-024	Mall Chevrolet	\$ 54,500.00	One 2018 Chevrolet Silverado	Fleet Management	4/27/2018	Yes	5/16/2018	5/16/2018	Purchase	0
PD-18-022	Asphalt Paving Systems	\$ 25,000.00	Cationic Emulsified Asphalt (CRS-2)	Public Works	5/1/2018	Yes	6/6/2018	5/16/2018	5/17/2020	2
PD-18-018	Farr-Rite, Inc.	\$ 106,300.00	1-2016 Farnall 110A Tractor Boom Mower	Public Works	4/4/2018	Yes	4/18/2018	4/18/2018	Purchase	0
PD-18-017	Montage Enterprises, Inc.	\$ 135,000.00	2-2018 New Holland Tractors	Public Works	4/4/2018	Yes	4/18/2018	4/18/2018	Purchase	0
PD-18-016	Penn Jersey Machinery, LLC	\$ 35,745.00	1-2018 Volvo DD25B Vibratory Compactor	Public Works	4/3/2018	Yes	4/18/2018	4/18/2018	Purchase	0
PD-18-013	Clean Air Company, Inc.	\$ 17,942.93	Vehicle Exhaust Extraction System	EMS	3/8/2018	Yes	3/21/2018	3/21/2018	Purchase	0
PD-18-010	Thermo Scientific	\$ 42,230.00	Lead Analysis Equipment	Health	2/8/2018	Yes	3/7/2018	3/7/2018	Purchase	0
PD-18-009	Ron Jaworski's Riverwinds	No Cost to County	Golf & Tennis Clinics	Parks & Rec	2/21/2018	Yes	4/18/2018	5/6/2019	5/5/2021	0
PD-18-008	ABT Products & Services	\$ 38,500.00	Video Recording System for Paratransit Bus	Human Service-Transp.	5/1/2018	Yes	6/20/2018	6/20/2018	Purchase	0
PD-18-007	Simulaid, Inc.	\$ 30,995.00	Patient Simulator for EMS	EMS	1/26/2018	Yes	2/21/2018	2/21/2018	Purchase	0
PD-18-006	South State, Inc.	\$ 2,500,000.00	Overlaying of Hot Mix Asphalt Materials (HMA)	Public Works	1/24/2018	Yes	2/7/2018	4/4/2018	4/3/2021	0
PD-18-004	Cooper Monument Company	No Cost to County	Engraving of Niche Covers for Veterans Cemetery	Veterans	1/25/2018	Yes	2/7/2018	2/5/2018	2/4/2022	0
PD-17-046	Tec Elevator, Inc.	\$ 96,000.00	Elevator Maintenance & Emergency Service	Buildings & Grounds	9/14/2017	Yes	10/4/2017	10/5/2017	10/3/2021	0
PD-17-008	JC Magee Security Solutions	\$ 50,000.00	Locking Hardware & Locksmith Services	Buildings & Grounds	2/28/2017	Yes	3/15/2017	4/6/2017	4/5/2021	0
PD-17-003	Harring Fire Protection, LLC	\$ 40,000.00	Maintenance of Water/Sprinkler Systems	Buildings & Grounds	1/18/2017	Yes	2/15/2017	2/18/2017	2/17/2021	0
PD-16-054	Proact, Inc.	No Cost to County	Prescription Drug Discount Program	Health	10/5/2016	Yes	10/19/2016	11/15/2016	11/14/2020	0
PD-16-051	Central Poly Corp.	\$ 20,000.00	Delivery of Plastic Trash Bags	Buildings & Grounds	9/29/2016	Yes	10/19/2016	10/20/2016	10/19/2020	0
PD-16-035	A & A Truck Parts, Inc.	No Cost to County	Removal & Disposal of Scrap Metal	Public Works	7/28/2016	Yes	8/17/2016	8/18/2016	8/17/2020	0
PD-16-032	Waste Mgt of N.J., Inc.	\$ 130,000.00	Refuse Removal	Buildings & Grounds	6/28/2016	Yes	7/20/2016	7/21/2016	7/20/2020	0
PD-16-008	South State, Inc.	\$ 700,000.00	Milling and Profiling Services	Public Works	2/24/2016	Yes	3/16/2016	3/13/2016	3/12/2020	0



RESOLUTION TO AUTHORIZE CONTRACT BETWEEN E&I COOPERATIVE SERVICES AND ROWAN COLLAGE OF SOUTH JERSEY

WHEREAS, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the E&I Cooperative Services Contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 9, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chairperson

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".

Jean L. DuBois, Secretary



RESOLUTION TO APPROVE AN AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ) FOR THE PURCHASE AND RECEIPT OF APPLE PRODUCTS

WHEREAS, NJSA 18A:64A-25.10 authorizes the board of trustees of county colleges, other institutions of higher education and other units of government to provide jointly by agreement for the purchase of work, materials, or supplies for their respective agencies; and

WHEREAS, Rowan College of South Jersey has joined The Educational Services Commission of New Jersey, (ESCNJ), for the purpose to work together to negotiate the best rates and costs for the benefit of the participating agencies; and

WHEREAS, ESCNJ will serve as the Lead Agency in this joint agreement for the purchase of Apple products; and

WHEREAS, the Apple prices were requested in the form of a bid following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws.

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

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into a joint agreement with the Educational Services Commission of New Jersey for the purchase of Apple products on an as needed basis from the awarded vendors listed in bid number ESCNJ 18/19-67.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPROVE AN AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ) FOR THE PURCHASE AND RECEIPT OF CUSTODIAL SUPPLIES

WHEREAS, NJSA 18A:64A-25.10 authorizes the board of trustees of county colleges, other institutions of higher education and other units of government to provide jointly by agreement for the purchase of work, materials, or supplies for their respective agencies; and

WHEREAS, Rowan College of South Jersey has joined The Educational Services Commission of New Jersey, (ESCNJ), for the purpose to work together to negotiate the best rates and costs for the benefit of the participating agencies; and

WHEREAS, ESCNJ will serve as the Lead Agency in this joint agreement for the purchase of custodial supplies; and

WHEREAS, the custodial supplies prices were requested in the form of a bid following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws.

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

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into a joint agreement with the Educational Services Commission of New Jersey for the purchase of custodial supplies on an as needed basis from the awarded vendors listed in bid number ESCNJ 17/18-47.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO APPROVE AN AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ) FOR THE PURCHASE AND RECEIPT OF OFFICE SUPPLIES

WHEREAS, NJSA 18A:64A-25.10 authorizes the board of trustees of county colleges, other institutions of higher education and other units of government to provide jointly by agreement for the purchase of work, materials, or supplies for their respective agencies; and

WHEREAS, Rowan College of South Jersey has joined The Educational Services Commission of New Jersey, (ESCNJ), for the purpose to work together to negotiate the best rates and costs for the benefit of the participating agencies; and

WHEREAS, ESCNJ will serve as the Lead Agency in this joint agreement for the purchase of office supplies; and

WHEREAS, the office supplies prices were requested in the form of a bid following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws.

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

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into a joint agreement with the Educational Services Commission of New Jersey for the purchase of office supplies on an as needed basis from the awarded vendors listed in bid number ESCNJ 18/19-02.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE
ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL
SERVICES COMMISSION OF NEW JERSEY (ESCNJ)**

WHEREAS, Rowan College of South Jersey agrees to enter into a Shared Services Agreement with The Educational Services Commission of New Jersey to provide products and services to the Rowan College of South Jersey per 40A:65-1 *et seq.*, the Uniform Shared Services and Consolidation Act; and

WHEREAS, all services and products included in the 2020-2021 Educational Services Commission of New Jersey's catalog would be eligible and available for Rowan College of South Jersey to participate; and

WHEREAS, the period will be from July 1, 2020 – June 30, 2021; and

WHEREAS, Rowan College of South Jersey hereby certifies that permission has been granted to accept and sign the agreement between The Educational Services Commission of New Jersey and the Rowan College of South Jersey; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey hereby authorizes the approval of the resolution to accept the agreement between the Educational Services Commission of New Jersey and Rowan College of South Jersey for the Period July 1, 2020 – June 30, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.



Gene J. Concordia, Chairperson

Attested:



Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH CERTAIN APPROVED FEDERAL SUPPLY SCHEDULES OF THE GENERAL SERVICES ADMINISTRATION PURSUANT TO N.J.S.A. 18A:64A-25.9b

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing the Federal Supply Schedules of the General Services Administration; and

WHEREAS, Rowan College of South Jersey, pursuant to 18A:64A-25.9b, may without advertising for bids, or having rejected all bids obtained pursuant to advertising, utilize the Federal Supply Schedules of the General Services Administration as permitted by the "Federal Acquisition Streamlining Act of 1994", Pub.L.103-335, and the Federal regulations adopted thereunder from other Federal Procurement programs; and

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

WHEREAS, The Rowan College of South Jersey intends to enter into contracts with Federal Contract Vendors through this resolution and properly executed contracts, on an as needed basis, which shall be subject to all the conditions applicable to the current Federal supply schedules; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from those approved Federal Supply Schedules of the General Services Administration pursuant to all conditions of the individual Federal Contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE OF PUBLIC SAFETY EQUIPMENT

WHEREAS, Rowan College of South Jersey desires a contract for public safety equipment; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when values of aggregate contracts exceed \$17,500, the 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, Law Man Supply has completed and submitted a Business Entity Disclosure Certification pursuant to the requirements of N.J.S.A. 19:44A-20.4 which certifies that neither Law Man Supply nor anyone with an interest in it has, during the one-year period preceding the award of the contract made a reportable campaign contribution; 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 the Rowan College of South Jersey that the President or his designees are authorized to enter into contracts with Law Man Supply that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chairperson

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".

Jean L. DuBois, Secretary



RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR UNDERGROUND UTILITY LOCATIONS SERVICES

WHEREAS, Rowan College of South Jersey desires a contract for underground utility locations services; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when values of aggregate contracts exceed \$17,500, the 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, Master Locaters has completed and submitted a Business Entity Disclosure Certification pursuant to the requirements of N.J.S.A. 19:44A-20.4 which certifies that neither Master Locaters nor anyone with an interest in it has, during the one-year period preceding the award of the contract made a reportable campaign contribution; 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 the Rowan College of South Jersey that the President or his designees are authorized to enter into contracts with Master Locaters that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPROVE A CONSORTIA AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY, AND THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES (NJCCC) FOR THE PURCHASE AND RECEIPT OF LABORATORY SUPPLIES

WHEREAS, NJSA 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

WHEREAS, New Jersey's county colleges, through their consortium, The Joint Purchasing Consortium, (JPC), have joined for this purpose and are willing to work together to negotiate the best rates and costs for the benefit of the colleges: and

WHEREAS, Camden County College will serve as the Lead Agency in this joint agreement for the New Jersey County Colleges' Joint Purchasing Consortium to purchase of Laboratory and Medical Supplies; and

WHEREAS, the Laboratory and Medical Supplies' catalog prices were requested in the form of bids following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws; 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 of South Jersey hereby authorizes and directs the approval of the resolution to enter into a joint agreement with New Jersey County Colleges' Joint Purchasing Consortium for the purchase of Laboratory and Medical Supplies from the attached list of vendors on an as needed basis.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary



Academic and Medical Catalogs I & II
FY20JPC-31 & FY20JPC-54

Awarded Vendor: Medline Industries, Inc.
PEID: V00011040 Bid: #FY20JPC-31 Contract: 5/1/20-4/30/21
Contact: Missy Denk OF: 800-633-5463 FX: 847-949-2497
Email: SEckenrode@medline.com

Website: www.medline.com Website Online Catalog: 20%

No delivery charge for any order over \$100.00

Awarded Vendor: VWR International, LLC
PEID: V00006510 Bid: #FY20JPC-31 Contract: 05/1/20-4/30/21
Contact: Mark Tringali OF: 800-962-2660 FX: 800-635-8439 Email:
mark.tringali@vmr.com

Website: www.sargentwelch.com Website Online

Catalog: 33%* ** Website: www.wardsci.com

Website Online Catalog: 18%* ** Website: www.vwr.com

Website Online Catalog: 0-68.5%*

*Free ground shipping, excludes expedited shipping, all items shipped by motor freight and temperature sensitive items materials.

**Discount Exclusions: All items ending with 9¢ at the end of the unit cost

Awarded Vendor: Bio Corporation
PEID: V00000881 Bid: #FY19JPC-54 Contract: 5/1/20-4/30/21
Contact: Brianna DiMartino OF: 320-763-9094 FX: 320-763-3858
Email: orders@biologyproducts.com

Website: www.biologyproducts.com Website Online Catalog: 5%

Free UPS Ground Shipping on orders over \$250.00

Awarded Vendor: Kamco International, Inc. d/b/a Johnson Scientific, Inc.
PEID: V00003337 **Bid:** #FY20JPC-54 **Contract:** 5/1/20-4/30/21
Contact: Joseph Karam **OF:** 856-728-0042 **FX:** 856-875-3603
Email:

Website: www.daigger.com, www.arborsci.com, www.carolina.com,
www.collinssports.com, www.yoursciencehub.com, www.fmna.com,
www.freyscientific.com, www.jhberge.com, www.labmart.com, www.midsci.com,
www.enasco.com, www.pasco.com, www.pocketnurse.com, www.sirchie.com,
www.spectrumchemical.com, www.thomassci.com, www.triarchincorporated.com,
www.veralph.com **Website Online Catalog: 0%**

**** Delivery included***

Awarded Vendor: Fisher Scientific, Inc.
PEID: V0002472 **Bid:** #FY20JPC-54 **Contract:** 05/1/20-4/30/21
Contact: Patricia Burns **OF:** 800-955-1177 **FX:** 800-955-4763
Email: fse.bids@thermofisher.com

Website: www.fishersci.com **Website Online Catalog: 30%**

****Free shipping with no minimum purchase and discounted hazardous fees****

Awarded Vendor: Bound Tree Medical
PEID: V00000995 **Bid:** #FY20JPC-54 **Contract:** 05/01/20-4/30/21
Contact: Christopher Fyffe **OF:** 800-533-0523 **FX:** 866-477-9373
Email: christopher.fyffe@boundtree.com

Website: www.bio-rad.com **Website Online Catalog: 30%**

****No delivery fee on standard orders****

Awarded Vendor: Henry Schein, Inc.
PEID: V00008964 **Bid:** #FY20JPC-54 **Contract:** 05/01/20-4/30/21
OF: 800-851-0400 **FX:** 866-738-8999

Email: biddept@henryschein.com

Website: www.henryschein.com **Website Online Catalog: 18%**

****Plus Shipping****

Awarded Vendor: Carolina Biological Supply Co.
PEID: V00001307 **Bid:** #FY19JPC-54 **Contract:** 5/1/20-4/30/21
Contact: Samantha Tubbleville **OF:** 800-334-5551 **FX:** 336-538-6330
Email: customer_service@carolina.com , quotations@carolina.com

Website: www.carolina.com **Website Online**

Catalog: 5%

****Delivery Cost****

Awarded Vendor: Mock Medical, LLC
PEID: V00011835 **Bid:** #FY20JPC-54 **Contract:** 05/1/20-4/30/21
Contact: John Zulk **OF:** 712-845-6777 **FX:** N/A
Email: davi@mockmedical.com

Website: www.mockmedical.com **Website Online**

Catalog: 5%

****Delivery extra, UPS published rate****

Awarded Vendor: School Health Corp.
PEID: V00005528 **Bid:** #FY20JPC-54 **Contract:** 05/1/20-4/30/21
Contact: Eric Hoysack **OF:** 866-323-5465 **FX:** 800-235-1305
Email: orders@schoolhealth.com

Website: www.schoolhealth.com **Website Online**

Catalog: 10%

****Free shipping on orders over \$125.00 some exclusions
apply****



RESOLUTION TO APPROVE A CONSORTIA AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY, AND THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES (NJCCC) FOR THE PURCHASE AND RECEIPT OF TESTING EXAMS & STUDY GUIDES

WHEREAS, NJSA 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

WHEREAS, New Jersey's county colleges, through their consortium, The Joint Purchasing Consortium, (JPC), have joined for this purpose and are willing to work together to negotiate the best rates and costs for the benefit of the colleges: and

WHEREAS, Camden County College will serve as the Lead Agency in this joint agreement for the New Jersey County Colleges' Joint Purchasing Consortium to purchase of Testing Exams & Study Guides; and

WHEREAS, the Testing Exams & Study Guides prices were requested in the form of bids following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws; 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 of South Jersey hereby authorizes and directs the approval of the resolution to enter into a joint agreement with New Jersey County Colleges' Joint Purchasing Consortium for the purchase of Testing Exams & Study Guides from the approved vendors on an as needed basis.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chairperson

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".

Jean L. DuBois, Secretary



RESOLUTION TO APPROVE A CONSORTIA AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY, AND THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES (NJCCC) FOR THE PURCHASE AND RECEIPT OF TURNITIN PLAGIARISM PREVENTION TECHNOLOGY

WHEREAS, NJSA 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

WHEREAS, New Jersey's county colleges, through their consortium, The Joint Purchasing Consortium, (JPC), have joined for this purpose and are willing to work together to negotiate the best rates and costs for the benefit of the colleges: and

WHEREAS, Ocean County College will serve as the Lead Agency in this joint agreement for the New Jersey County Colleges' Joint Purchasing Consortium to purchase of Turnitin Plagiarism Prevention Technology; and

WHEREAS, the Testing Exams & Study Guides prices were requested in the form of an RFP following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws; 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 of South Jersey hereby authorizes and directs the approval of the resolution to enter into a joint agreement with New Jersey County Colleges' Joint Purchasing Consortium for the purchase of Turnitin Plagiarism Prevention Technology.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN ROWAN COLLAGE OF SOUTH JERSEY AND THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES (NJCCC) PURSUANT TO N.J.S.A. 40A:65-1 and 18A:64A-25.10

WHEREAS, Rowan College of South Jersey agrees to enter into an Internal-Local Agency/Shared Services Agreement/Consortia with the NJCCC to provide products and services to the Rowan College of South Jersey per 40A:65-1 *et.seq.*, the Uniform Shared Services and Consolidation Act and 18A:64A-25.10; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing Cooperative Contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with the NJCCC through properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under NJCCC contracts as necessary.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN OMNIA PARTNERS NATIONAL COOPERATIVE CONTRACTS AND THE ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10

WHEREAS, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National cooperative contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the OMNIA Partners Contracts as needed.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING A CERTAIN AGREEMENT TO ENTER INTO GROUND LEASE BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE SPECIAL SERVICES SCHOOL DISTRICT AND THE VOCATIONAL-TECHNICAL SCHOOL DISTRICT OF GLOUCESTER COUNTY AND AUTHORIZING OFFICERS OF ROWAN COLLEGE OF SOUTH JERSEY TO TAKE ALL OTHER ACTIONS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH SUCH AGREEMENT

WHEREAS, the Board of Trustees (hereinafter the "Board") of Rowan College of South Jersey (hereinafter the "College"), a body corporate in the State of New Jersey, is authorized to enter into contracts and agreements under and pursuant to N.J.S.A. 18A:64A-12, et seq.; and specifically, under N.J.S.A. 18A:64A-14 et seq.; and

WHEREAS, the College owns a parcel of land located in the Township of Deptford (the "Township"), County of Gloucester, New Jersey, designated as Block 417, portion of Lot 1, consisting of 43.78 acres located on the College Campus (hereinafter the "Parcel"), which the Township has declared as an area in need of redevelopment, as defined under N.J.S.A. 40A-12A-1; and

WHEREAS, the College, and the Special Services School District and the Vocational-Technical School District of Gloucester County (collectively, the "Parties") desire to enter into an Agreement to Enter into Ground Lease (the "Agreement") attached hereto as Exhibit "A", for a portion of Parcel, being particularly described on the metes and bounds description attached to the Agreement as Schedule A and as more particularly depicted on Schedule B attached to the Agreement (the "Property"); and

WHEREAS, the College desires to accomplish the goals and objectives as set forth in the Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey as follows:

1. The Board hereby authorizes, approves and consents to the execution of the Agreement, and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College, and Vice President and Chief Operating Officer and any other representative of the Board hereafter duly authorized by the Board in writing (the "Authorized Officers" and each an "Authorized Officer") to determine all matters in connection therewith.
2. The Board hereby authorizes, approves and consents to the Authorized Officers taking all actions necessary and authorizes the execution of a ground lease agreement with the Special Services School District and the Vocational-Technical School District of Gloucester County in accordance with the terms of the Agreement.
3. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
4. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College's professional advisors, in connection with the Project, or any other action in connection with or related to the Project, are hereby ratified, confirmed, approved and adopted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PURCHASE OF PUBLIC SAFETY EQUIPMENT

WHEREAS, Rowan College of South Jersey desires a contract for public safety equipment; and

WHEREAS, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$36,400; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when values of aggregate contracts exceed \$17,500, the 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, Public Safety Outfitters has completed and submitted a Business Entity Disclosure Certification pursuant to the requirements of N.J.S.A. 19:44A-20.4 which certifies that neither Public Safety Outfitters nor anyone with an interest in it has, during the one-year period preceding the award of the contract made a reportable campaign contribution; 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 the Rowan College of South Jersey that the President or his designees are authorized to enter into contracts with Public Safety Outfitters that will exceed \$17,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN SOURCEWELL NATIONAL COOPERATIVE CONTRACTS AND ROWAN COLLEGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10

WHEREAS, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National cooperative contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the Sourcewell 2020-2021 catalog and the attached list on as needed basis.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



Purchases through Sourcewell National Contracts
FY 2020- 2021

Vendor: Johnson Controls f/k/a/Tyco Integrated Security
Contract #031517-TIS

Vendor: Johnson Controls f/k/a/SimplexGrinnell LP
Contract #031517-TIS



RESOLUTION TO AUTHORIZE CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 18A:64A-25.9a

WHEREAS, Rowan College of South Jersey, pursuant to 18A:64A-25.9a, may by resolution and without advertising for bids, purchase any materials, supplies, goods, services or equipment entered into under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing State Contracts; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with the attached referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State Contracts.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary



Purchases through State agency

Estimated annual cost for FY 2020-2021

Affordable Interior Solutions

Gloucester Campus \$250,000

Dell

Gloucester Campus \$500,000

Cumberland Campus \$200,000

Groupe Lacasse

Gloucester Campus \$150,000

Lenovo

Gloucester Campus \$500,000

Cumberland Campus \$500,000

HP

Gloucester Campus \$500,000

Cumberland Campus \$50,000

HPE

Gloucester Campus \$500,000

B&H Photo & Electronics Corp

Gloucester Campus \$400,000

Bellia Office Furniture

Gloucester Campus \$250,000

Cumberland Campus \$75,000

CDW Government

Gloucester Campus \$400,000

Cumberland Campus \$50,000

GovConnection

Gloucester Campus \$400,000

Cumberland Campus \$50,000

NJEDGE.Net

Gloucester Campus \$400,000

Cumberland Campus \$200,000

ePlus

Gloucester Campus \$400,000

Cumberland Campus \$75,000

<u>Journey Ed</u>	
Gloucester Campus	\$300,000
<u>Graybar</u>	
Gloucester Campus	\$300,000
<u>Microsoft</u>	
Gloucester Campus	\$200,000
Cumberland Campus	\$50,000
<u>Aspire, Inc</u>	
Gloucester Campus	\$400,000
Cumberland Campus	\$75,000
<u>NWN Corp.</u>	
Gloucester Campus	\$400,000
Cumberland Campus	\$50,000
<u>Promedia Technology Services, Inc</u>	
Gloucester Campus	\$400,000
Cumberland Campus	\$50,000
<u>Stellar Services, Inc</u>	
Gloucester Campus	\$150,000
<u>UNICON, Inc</u>	
Gloucester Campus	\$100,000
<u>Group Lacasse, LLC</u>	
Gloucester Campus	\$500,000
<u>Krueger International</u>	
Gloucester Campus	\$500,000
Cumberland Campus	\$75,000
<u>Commercial Interiors</u>	
Gloucester Campus	\$50,000
Cumberland Campus	\$50,000
<u>Exemplis</u>	
Gloucester Campus	\$500,000
<u>Longi Engineering</u>	
Gloucester Campus	\$100,000

Core BTS Inc

Gloucester Campus \$400,000

Computer Comforts

Gloucester Campus \$200,000

SHI International Corp

Gloucester Campus \$200,000

Cumberland Campus \$50,000

Ricoh

Cumberland Campus \$100,000

Xerox

Cumberland Campus \$50,000



**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TRANE USA AND
ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2
AND LFN 2012-10**

WHEREAS, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National cooperative contracts from Trane USA; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Trane USA, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods and services from Trane USA under the OMNIA Partners Contract number 15-JLP-023 in the amount of \$248,456 for the Preventive Maintenance of the Colleges Air Handler Units.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.



Gene J. Concordia, Chairperson

Attested: 

Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE CHANGE ORDER NUMBER ONE (1) FROM W.J. GROSS INC.

WHEREAS, in accordance with New Jersey's public bidding and contract laws the Rowan College of South Jersey, by resolution, entered into a contract with W.J. Gross on March 10, 2020 for renovations in the instructional center, college services center and the student services center as per proposal for an amount not to exceed \$100,190.

WHEREAS, the Camden County Educational Services Commission awarded contract to W.J. Gross Inc. based on RFP #FY19-01; and

WHEREAS, W.J. Gross Inc. has submitted proposals based on the CCESC cooperative agreement for the renovation of the instructional center, college center and the student services center for a total of \$100,190; and

WHEREAS, it has been determined that a change order is needed to modify the scope of work; and


WHEREAS, W.J. Gross Inc. has submitted change order number one (1) adding \$58,501 to the original contract amount resulting in a final cost of \$158,691; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus, to accept change order one (1) as submitted by W.J. Gross Inc. in the amount of \$58,501 which increases the final project cost to \$158,691.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary



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

(2) Two Full Time New Hires:

Title	Name	Rationale	Salary	Effective Date
Executive Director, Institutional Research	Vacant	Reassignment	\$73,200.00 per year	TBD
Team Coordinator, III, Internship and Career Planning	Vacant	New	\$26,600.00 per year	TBD

(12) Twelve Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
**Executive Director, Human Resources	Coryndi McFadden	Change in Scope	\$78,000.00 per year	6/1/2020
**Senior Application & System Administrator	Carlos Lugo	Change in Scope	\$80,598.52 per year	6/1/2020
**Applications & System Administrator	Robert Lore	Change in Scope	\$64,998.69 per year	6/1/2020
**Applications & System Administrator	Jeffrey Frye	Change in Scope	\$64,814.82 per year	6/1/2020
**Web Developer	Cory Montleone-Haught	Change in Scope	\$44,247.32 per year	6/1/2020
**Manager, Technical Support	Michael Fox	Change in Scope	\$55,700.96 per year	6/1/2020
Director I, Advisement and Retention	Shawn Rutter	Change in Scope	\$59,855.08 per year	7/1/2020
Executive Director, Enrollment	Sandra Hoffman	Change in Scope	\$98,716.08 per year	7/1/2020
Research Associate	Regina Kukola	Part-Time to Full-Time	\$40,000.00 per year	5/11/2020
Instructor I, Physical Therapist Assistant	Eileen Doyle	Reassignment	\$50,000.00 per year	9/1/2020
Director II, Foundations and Alumni	Cody Miller	Salary Adjustment	\$60,400.00 per year	7/1/2020
Instructor I, Economics	Vacant	Transfer	\$42,500.00 per year	TBD

(11) Eleven Title Changes:

Title	Name	Rationale	Salary	Effective Date
Director II, Safety and Security	Paul Babcock	Title Change	\$53,000.00 per year	7/1/2020
Executive Director, Career and Technical	Randee Davidson	Title Change	\$82,061.53 per year - No salary change	7/1/2020
Director II, Career and Technical	Thewantha Train	Title Change	\$53,000.00 per year	7/1/2020
Team Coordinator, V, Career and Technical	Felicia Carroll	Title Change	\$19.50 per hour	7/1/2020
Dean, Online Learning	Beth Becroft	Title Change	\$71,035.60 per year	7/1/2020
Dean, Internship and Career Planning	Candice Racote	Title Change	\$74,467.50 per year	7/1/2020
Director II, Internship and Career Planning	Kristen Whyte	Title Change	\$53,000.00 per year	7/1/2020
Dean, Career and Technical	Brigette Satchell	Title Change	\$109,044.31 - No salary change	7/1/2020
Director II, Act Program	Deborah Raboritino	Title Change	\$77,188.16 per year - No salary change	7/1/2020
Associate Dean of Chemical Studies in Nursing & Health Professions	Stella Barber	Title Change	\$74,013.21 per year	7/1/2020
Dean, Communication and Creative and Performing Arts	Marcela Savejski	Title Change	\$73,468.13 per year	7/1/2020

(2) Two Retirements:

Title	Name	Effective Date
Professor, Liberal Arts	Geraldine Martin	7/1/2020
Admissions/Recruitment Coordinator	Maria Kunkle	10/1/2020

(2) Two Resignations/(1) Rescind Retirement:

Title	Name	Rationale	Salary	Effective Date
Manager, Foundations	Karin Krause	Resignation	\$36,387.50 per year	5/22/2020
PTA Program Director/Instructor	LaVonne Couch	Resignation	\$78,770.58 per year	7/31/2020
Professor, Liberal Arts	Gayle Byrd	Rescind Retirement	\$74,488.99 per year	7/1/2020

(1) One Salary Correction:

Title	Name	Salary	Effective Date
Assistant Dean, eLearning and CETL	Beth Becroft	\$65,200.00 per year	4/1/2020

(3) Three President's Recommendations:

2020-2021 Holiday Calendar
2020-2021 Special Services Contract
2020-2021 Coaches Salary Schedule

**RCSJ - GLOUCESTER CAMPUS
2020 - 2021 Holiday Schedule**

Friday	July 3, 2020	Holiday, Independence Day
Monday	September 7, 2020	Holiday, Labor Day
Thursday	November 26, 2020	Holiday, Thanksgiving Day
Friday	November 27, 2020	College Holiday
Thursday	December 24, 2020	College Holiday, Christmas Eve
Friday	December 25, 2020	Holiday, Christmas
Monday	December 28, 2020	Winter Break - College Closed
Tuesday	December 29, 2020	Winter Break - College Closed
Wednesday	December 30, 2020	Winter Break - College Closed
Thursday	December 31, 2020	Winter Break - College Closed
Friday	January 1, 2021	Holiday, New Year's Eve Day
Monday	January 18, 2021	Holiday , Martin Luther King, Jr. Day
Thursday	March 18, 2021	College Holiday
Friday	March 19, 2021	College Holiday
Friday	April 2, 2021	College Holiday, Good Friday
Monday	May 31, 2021	Holiday, Memorial Day

******* Two (2) Floating Holidays - Applies to 12 Month Employees Only**

ROWAN COLLEGE of SOUTH JERSEY

Schedule of Special Service Contracts

FISCAL YEAR: 2020 - 2021

STUDENT SERVICES

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Designated International Student Liaisons	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00

PRESIDENT'S OFFICE

Liaison, Behavioral Services to Rowan SOM	\$5,000.00
Medical Director	\$5,000.00

GCSSSD

Director, Behavioral Services	\$5,000.00
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CULTURAL ENRICHMENT SPECIAL SERVICES

Coordinator, Arts & Humanities	\$5,000.00
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FINE ARTS

Art Gallery Curator	\$2,500.00
Art Gallery Director	\$4,900.00
Theatre & Drama Director	\$4,900.00
Director of the Theater	\$2,400.00

CHORUS

Community Chorus Director	\$4,900.00
Conductor of Community Chorus	\$1,300.00
Community Chorus Assistant	\$1,700.00
Community Chorus Accopanist	\$2,300.00
Music Society Club Coordinator	\$2,500.00

**ROWAN COLLEGE SOUTH JERSEY-GLOUCESTER
DEPARTMENT OF INTERCOLLEGIATE ATHLETICS
COACHES SALARIES PROPOSAL FOR 2020-21**

VARSIITY INTERCOLLEGIATE SPORTS

		2017-18	2018-19	2019-20	2020-21
<u>Men's Soccer</u>					
Head Coach	George Hobbins	8,042	8,503	9,228	9,463
Asst. Coach	Steven Hart	3 Cr.	5,004	5,129	5,260
Asst. Coach	Brian Palangi	2,219	2,275	2,331	2,390
<u>Women's Soccer</u>					
Head Coach	Megan Ruttler	8,042	8,503	9,228	9,463
Asst. Coach	Julie Chini	4,880	5,004	5,129	5,260
Asst. Coach	Maria Grady	2,219	2,275	2,331	2,390
<u>Women's Cross Country</u>					
Head Coach	Ryan Hughes	4,695	5,071	5,710	5,856
Asst. Coach	Leyna Ambrose	2,330	2,389	2,448	2,510
<u>Men's Cross Country</u>					
Head Coach	Ryan Hughes	4,695	5,071	5,710	5,856
Asst. Coach	Leyna Ambrose	2,330	2,389	2,448	2,510
<u>Women's Tennis</u>					
Head Coach	Kristi Twardziak	6,434	6,987	7,674	7,870
Asst. Coach	TBD	3,372	3,458	3,544	3,634
<u>Women's Volleyball</u>					
Head Coach	Rebecca Brown	5,961	6,369	7,040	7,220
Assistant Coach	Danielle Phillips	3,340	3,425	3,510	3,600
<u>Men's Basketball</u>					
Head Coach	Will Logan	8,566	9,041	9,779	10,028
Asst. Coach	Sean Joynes	5,118	5,248	5,379	5,516
Asst. Coach	Neil Valentino	2,219	2,275	2,331	2,390
<u>Women's Basketball</u>					
Head Coach	Richard Cooper	7,878	9,041	9,779	10,028
Asst. Coach	Matt Smick	5,118	5,248	5,379	5,516
Asst. Coach	Taylor Bynoe	2,219	2,275	2,331	2,390
<u>Wrestling</u>					
Head Coach	Dan Antonelli	8,388	8,858	9,591	9,836
Asst. Coach	Alex Reeves	4,471	4,585	4,700	4,820

Baseball

Head Coach	Rob Valli	****	6 contact hours of base load		
Asst. Coach	Greg Chew	5,479	5,642	5,783	5,930
Asst. Coach	Chris Rollins	2,253	2,310	2,367	2,427
Fall Coach	Rob Valli	6,508	6,673	6,839	6,962

Men's Tennis

Head Coach	Brian Rowan	6,563	6,987	7,674	7,870
Asst. Coach	Scott Henderson	3,372	3,458	3,544	3,634

Softball

Head Coach	Steve DePasquale	10,800	11,332	12,127	12,436
Asst. Coach	Bill Collins	5,502	5,642	5,783	5,930
Asst. Coach	Annie Murphy	2,253	2,310	2,367	2,427
Fall Coach	Steve DePasquale	4,578	4,694	4,811	4,934

Men's Outdoor Track & Field

Head Coach	Ryan Hughes	4,695	5,071	5,710	5,856
Asst. Coach	Joe Kalnas	2,486	2,549	2,612	2,679
Asst. Coach	Mark Getsinger	2,219	2,275	2,331	2,390

Women's Outdoor Track & Field

Head Coach	Ryan Hughes	4,695	5,071	5,710	5,856
Asst. Coach	Joe Kalnas	2,486	2,549	2,612	2,679
Asst. Coach	Mark Getsinger	2,219	2,275	2,331	2,390

Men's Golf

Head Coach	Jim Clarke	-----	3,000	3,575	3,666
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Women's Golf

Head Coach	Jim Clarke	-----	3,000	3,575	3,666
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The following Education/General Fund Actions are presented for Board of Trustee approval

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 6/9/2020

(7) Seven Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Special Assistant to the President, Institutional Advancement	Susan Nardelli	Salary Adjustment	\$75,000.00 per year	7/1/2020
Assistant Professor II, English	Joshua Austin	Reassignment	\$52,171.00 per year	9/1/2020
Director, Internship and Career Planning	Keta Rios	Title Change	\$59,733.00 per year - No salary change	7/1/2020
Associate Dean of Clinical Studies in Nursing & Health Professions	Deidre Conroy	Title Change	\$86,520.00 per year - No salary change	7/1/2020
Advisor, Center for College and Career Readiness	Shanice Glover	Transfer	\$57,694.00 per year	6/1/2020
Assistant Dean, STEM	Diane Trace	Transfer	\$65,200.00 per year	7/1/2020
Administrative Instructor, ACT Program	Michael Lemon	Transfer	\$57,694.00 per year	1/1/2021

President's Recommendation:

2020-2021 Coaches Salary Schedule

ROWAN COLLEGE OF SOUTH JERSEY (Cumberland Campus)
Coaches Salary Schedule 2020- 2021

Women's Soccer	2019-2020	2020-2021
Head Coach	\$ 8,000.00	\$ 8,160.00
Assistant Coach	\$ 2,000.00	\$ 2,040.00

Men's Soccer	2019-2020	2020-2021
Head Coach	\$ 6,500.00	\$ 6,630.00
Assistant Coach	\$ 1,000.00	\$ 1,020.00
Assistant Coach	\$ 1,500.00	\$ 1,530.00
Assistant Coach	\$ 1,000.00	\$ 1,020.00

M/W XC	2019-2020	2020-2021
Head Coach	\$ 7,000.00	\$ 7,140.00
Assistant Coach	\$ 1,500.00	\$ 1,530.00

Women's Basketball	2019-2020	2020-2021
Head Coach	\$ 7,500.00	\$ 7,650.00
Assistant Coach	\$ 4,500.00	\$ 4,590.00

Men's Basketball	2019-2020	2020-2021
Head Coach	\$ 7,500.00	\$ 7,650.00
Assistant Coach	\$ 2,500.00	\$ 2,550.00
Assistant Coach	\$ 2,000.00	\$ 2,040.00

Softball	2019-2020	2020 -2021
Head Coach	\$ 7,000.00	\$ 7,140.00
Assistant Coach	\$ 3,000.00	\$ 3,060.00
Assistant Coach	\$ 2,000.00	\$ 2,040.00
Fall Coach	\$ 5,000.00	\$ 5,100.00

Baseball	2019-2020	2020-2021
Head Coach	\$ 7,000.00	\$ 7,140.00
Assistant Coach	\$ 2,500.00	\$ 2,550.00
Assistant Coach	\$ 2,500.00	\$ 2,550.00
Fall Coach	\$ 5,000.00	\$ 5,100.00



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN APPLIED SCIENCE DEGREE IN ADVANCED AND CONTINUOUS STUDIES

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Applied Science Degree in Advanced and Continuous Studies at both the Gloucester and Cumberland Campuses; and

WHEREAS, in an effort to provide opportunities for accessible and affordable educational pathways, this program will allow students to progress beyond the standard credits for an Associate’s degree and maintain financial aid eligibility,

WHEREAS, this program will allow students to transfer up to 90 credits into programs at 4-year partner institutions such as the ‘3+1’ programs with Rowan University or other partner institutions,

WHEREAS, this program will be offered beginning January 1, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 9th day of June, 2020, the approval of the resolution for Academic Services to offer an Associate in Applied Science Degree in Advanced and Continuous Studies beginning January 1, 2021.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE ACADEMIC CALENDAR FOR FALL 2020 THROUGH SUMMER 2021-GLOUCESTER CAMPUS

WHEREAS, Rowan College of South Jersey develops an Academic Calendar for instruction; and

WHEREAS, the campuses are aligning professional development days for faculty and staff; and

WHEREAS, the Gloucester campus is adapting the date of the professional development day for the Spring 2020 term; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 9th day of June, 2020 that the new Rowan College of South Jersey-Gloucester Campus, Academic Calendar for Fall 2020 through Summer 2021 be implemented.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 9th, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".
Jean L. DuBois, Secretary

GLOUCESTER CAMPUS - FALL 2020 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 23	24	25	26	27 New Student Orientation	28	29
30	31	September 1 First Day of Weekday Classes 15, 7A, 5A	2	3	4	5
Sept. 6	7 Labor Day Holiday	8 Last Day to Add a Class	9	10	11	12 First Day of Saturday Classes
13	14 *Last Day to Drop a Class	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	October 1	2 End 5A	3
Oct. 4	5 Start 10-wk Start 5B	6 Grades Due 5A	7	8	9	10
11	12	13	14	15	16 End 7A Early Alert Grades Due	17
18	19	20 Grades Due 7A	21 Professional Development Day. No classes before 4:00 p.m.	22	23	24
25	26 Start 7B	27	28	29	30	31
Nov. 1	2	3	4	5	6 End 5B	7
8	9 Start 5C	10 Grades Due 5B	11	12	13 *Last Day to Withdraw 15- wk.	14
15	16	17	18	19	20	21
22	23	24	25 No Classes Held After 4:00 p.m.	26 Thanksgiving Holiday	27 College Holiday	28 No Classes
29	30	December 1	2	3	4	5
Dec. 6	7 First Day of Winter Semester	8	9	10	11 End of 15, 10, 7B, 5C	12 End of Saturday Classes
13	14	15 Final Grades Due 15, 10, 7B, 5C	16	17	18	19
20	21	22	23	24 College Holiday	25 College Holiday	26
27	28 College Closed	29 College Closed	30 College Closed	31 College Closed	January 1, 2021 College Holiday	2

*For all withdrawal, audit, or drop dates, please visit www.rcgc.edu/Courses/Pages/Drop-Audit-Withdrawal-Deadlines.aspx

WINTER 2021 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
December 6, 2020	7 First Day of Winter Semester	8 Last Day to Drop a Class	19	10	11 Last Day of Classes 15, 10, 5C, 7B	12 End of Saturday Classes
13	14	15 Final Grades Due 15, 10, 7B, 5C	16	17	18	19
20	21	22	23	24 College Holiday	25 College Holiday	26
27	28 College Closed	29 College Closed	30 College Closed	31 College Closed	January 1, 2021 College Holiday	2
Jan. 3	4	5	6	7	8 Last Day Winter Classes	9
10	11	12 Winter Grades Due	13	14	15	16
17	18 Martin Luther King Holiday	19 First Day of Weekday Classes	20	21	22	23 First Day of Saturday Classes

*For all withdrawal, audit, or drop dates, please visit www.rcgc.edu/Courses/Pages/Drop-Audit-Withdrawal-Deadlines.aspx

	MON	TUES	WED	THURS	FRI	SAT
Fall 2020						
15	9/01/20-12/11/20	13	15	14	14	13
10	10/05/20-12/11/20	10	10	9	9	9
7A	9/01/20-10.16/20	5	7	7	7	5
7B	10/26/20-12/11/20	7	7	7	6	6
5A	9/1/20-10/02/20	3	5	5	5	3
5B	10/5/20-11/06/20	5	5	4	5	4
5C	11/09/20-12/11/20	5	5	5	4	4
Winter 2021						
Winter	12/07/20-1/08/21	4	4	4	3	4

SPRING 2021 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jan. 3	4	5	6	7	8 Last Day Winter Classes	9
10	11	12 Winter Grades Due	13	14	15	16
17	18 Martin Luther King Holiday	19 First Day of Weekday Classes 15, 7A, 5A	20	21	22	23 First Day of Saturday Classes
24	25	26	27	28	29	30
31	February 1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Professional Development Day No Classes	18	19 End 5A	20
21	22 Start 5B Start 10-week	23 Grades due 5A	24	25	26	27
28	March 1	2	3	4	5 End 7A Early Alert Grades Due	6
March 7	8	9 Grades Due 7A	10	11	12	13 Classes Meet
14	15 SPRING BREAK	16 SPRING BREAK	17 SPRING BREAK	18 College Holiday	19 College Holiday	20 Classes Meet
21	22 Start 7B	23	24	25	26	27
28	29	30	31	April 1 End 5B*Last Day to Withdraw-15 Week Class	2 College Holiday	3 No Classes
Apr. 4	5 Start 5C	6 Grades due 5B	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	May 1 Saturday Classes End
May 2	3	4	5 Last Day of Classes 15, 10, 7B, 5C	6	7 Final Grades Due 15, 10, 7B, 5C	8
9	10	11	12	13 Commencement	14	15

*For all withdrawal, audit, or drop dates, please visit www.rcgc.edu/Courses/Pages/Drop-Audit-Withdrawal-Deadlines.aspx

		MON	TUES	WED	THURS	FRI	SAT
Spring 2021							
15	1/19/21- 5/05/21	14	15	14	14	13	14
10	2/22/21- 5/05/21	10	10	10	9	8	9
7A	1/19/21 - 3/05/21	6	7	6	7	7	6
7B	3/22/21 - 5/05/21	7	7	7	6	5	5
5A	1/19/21 - 2/19/21	4	5	4	5	5	4
5B	2/22/21- 4/01/21	5	5	5	5	4	5
5C	4/05/21 – 5/05/21	5	5	5	4	4	4

SUMMER 2021 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 9	10	11	12	13 Commencement	14	15
16	17 Summer Classes Start 15, 7A, 5A	18	19	20	21	22
23	24	25	26	27	28	29
30	31 Memorial Day Holiday	June 1	2	3	4	5
June 6	7	8	9	10	11	12
13	14	15	16	17 End 5A	18	19
20	21 Start 5B	22 Grades Due 5A	23	24	25	26
27	28	29	30 End 7A	July 1	2	3
July 4 Independence Day	5 Independence Day Holiday	6 7A Grades Due	7	8	9 College Open	10
11	12 Start 7B	13	14	15	16	17
18	19	20	21	22 End 5B	23	24
25	26 Start 5C	27 Grades Due 5B	28	29	30	31
Aug. 1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 Last Day of Summer Classes 15, 7B,5C	25 Final Grades Due Summer Classes	26 New Student Orientation	27	28
29	30	31	1 First day of Weekday Classes	2	3	4

5	6 Labor Day	7	8	9	10	11
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SUMMER 2021 ACADEMIC CALENDAR

*For all withdrawal, audit, or drop dates, please visit www.rcgc.edu/Courses/Pages/Drop-Audit-Withdrawal-Deadlines.aspx

		MON	TUES	WED	THURS
Summer 2021					
15	5/17/21-8/24/21	13	15	14	14
7A	5/17/21-7/08/21	6	7	7	6
7B	7/12/21-8/24/21	7	7	6	6
5A	5/17/21-6/17/21	4	5	5	5
5B	6/21/21-7/22/21	4	5	5	5
5C	7/26/21-8/24/21	5	5	4	4

ROWAN COLLEGE OF SOUTH JERSEY
ACADEMIC CALENDAR
Fall 2020 – Summer 2021

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

FALL SEMESTER 2020

<u>September</u>	Tuesday, September 1 Monday, September 7 Saturday, September 12	First Day of Weekday Classes Labor Day Holiday – College Closed First Day of Saturday Classes
<u>October</u>	Monday, October 14 Wednesday, October 21	Columbus Day – College Open Professional Development Day – No Classes–7:45 a.m.-3:55 p.m. Classes Held–4:00 p.m.–10:55 p.m.
<u>November</u>	Wednesday, November 11 Wednesday, November 25 Thursday, November 26 Friday, November 27 Saturday, November 28	Veteran’s Day – College Open No Classes after 4:00 pm Thanksgiving – College Holiday College Holiday – College Closed No Classes
<u>December</u>	Monday, December 7 Friday, December 11 Saturday, December 12 Thursday, December 24 Friday, December 25 Saturday, December 26 - Thursday, December 31	First Day of Winter Session End of Weekday Classes End of Saturday Classes College Holiday – College Closed College Holiday – College Closed Winter Break – College Closed

WINTER SEMESTER 2020

<u>December</u>	Monday, December 7 Thursday, December 24 Friday, December 25 Saturday, December 26 - Thursday, December 31	First Day of Winter Session College Closed College Holiday – College Closed Winter Break – College Closed
<u>January 2021</u>	Friday, January 1 Friday, January 8 Monday, January 18	New Year’s Day Holiday – College Closed Last Day of Winter Session Martin Luther King Day – College Holiday

SPRING SEMESTER 2021

<u>January</u>	Monday, January 18 Tuesday, January 19 Saturday, January 23	Martin Luther King Day – College Holiday First Day of Weekday Classes First Day of Saturday Classes
<u>February</u>	Wednesday, February 17	Professional Development Day, No Classes
<u>March</u>	Monday, March 15 – Wednesday, March 17 Thursday, March 18 Friday, March 19 Saturday, March 20	Spring Break – No Classes College Holiday-College Closed College Holiday-College Closed Saturday Classes Held
<u>April</u>	Friday, April 2 Saturday, April 3	College Holiday – College Closed No Classes
<u>May</u>	Saturday, May 1 Wednesday, May 5 Thursday, May 13	End of Saturday Classes End of Weekday Classes Commencement

SUMMER SEMESTER 2020*

<u>May</u>	Monday, May 17 Monday, May 31	First Day of Summer Session Memorial Day Holiday– College Closed
<u>July</u>	Monday, July 5 Friday, July 9**	Independence Day Holiday – College Closed College Open

August

Tuesday, August 24
Thursday, August 26

Last day of Summer Session
New Student Orientation

*Implement a flexible summer schedule beginning the week of June 4, 2020 and ending Friday, August 14, 2021. Full-time employees shall be scheduled to work the normal number of hours during each week (35 hours/week).

**Due to the Independence Day Holiday, the College will be open on Friday, July 9. The summer flexible schedule will not be available from Monday, July 5 – Friday, July 9 only.



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE RCSJ, CUMBERLAND TO APPLY FOR, AND UPON AWARD, ACCEPT FUNDING FROM CUMBERLAND COUNTY'S CENTER FOR WORKFORCE & ECONOMIC DEVELOPMENT (CWED) FOR THE OUT-OF-SCHOOL YOUTH INDUSTRY-FOCUSED OCCUPATIONAL TRAINING PROGRAM IN HEALTHCARE PROFESSIONS

WHEREAS, Cumberland County's CWED requires Board of Trustees approval for Rowan College of South Jersey, Cumberland (RCSJ, Cumberland) to apply for, and upon award, accept funding from the Out-of-School Youth Industry-Focused Occupational Training Program in healthcare professions; and

WHEREAS, Cumberland County's CWED will, upon approval of the application, disburse these funds to RCSJ, Cumberland, which will accept and expend these funds during the period of July 1, 2020 to June 30, 2021; and

WHEREAS, the Out-of-School Youth healthcare grant will provide training in the healthcare field to enhance the job prospects of eligible out-of-school youth in Cumberland County by focusing on workplace readiness, career planning, and healthcare placement; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees on the 9th day of June, 2020, hereby authorizes RCSJ, Cumberland to apply for, and upon approval, accept the award of \$212,608 for its fiscal year 2020-21 Out-of-School Youth Industry-Focused Occupational Training Program in healthcare professions.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 9, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ) BOARD OF TRUSTEES FOR APPROVAL TO APPLY, AND UPON AWARD, ACCEPT FUNDING FOR RCSJ, CUMBERLAND, FROM THE NEW JERSEY DEPARTMENT OF EDUCATION PERKINS V CAREER AND TECHNICAL EDUCATION GRANT PROGRAM

WHEREAS, Rowan College of South Jersey'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 Department of Education Perkins V Career and Technical Education Grant program for the Cumberland Campus; and


WHEREAS, the period of the program will be July 1, 2020, to June 30, 2021, in the amount of \$365,973; and

WHEREAS, funds will be utilized to develop more fully the academic, career and technical skills of postsecondary students enrolled in approved career and technical education programs; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes RCSJ, Cumberland to apply and, upon award, accept \$365,973 from the New Jersey Department of Education's Fiscal Year 2020-21 Perkins V Career and Technical Education Grant program.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 9, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES FOR APPROVAL TO APPLY, AND UPON
AWARD, ACCEPT FUNDING FOR RCSJ, GLOUCESTER, FROM THE
NEW JERSEY DEPARTMENT OF EDUCATION PERKINS V CAREER
AND TECHNICAL EDUCATION GRANT PROGRAM**

WHEREAS, Rowan College of South Jersey'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 Department of Education Perkins V Career and Technical Education Grant program for the Gloucester Campus; and

WHEREAS, the period of the program will be July 1, 2020, to June 30, 2021, in the amount of \$285,165; and

WHEREAS, funds will be utilized to develop more fully the academic, career and technical skills of postsecondary students enrolled in approved career and technical education programs; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes RCSJ, Gloucester to apply and, upon award, accept \$285,165 from the New Jersey Department of Education's Fiscal Year 2020-21 Perkins V Career and Technical Education Grant program.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 9, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".

Jean L. DuBois, Secretary



Board of Trustees Policy Synopsis

P (REVISE) 3001 ACADEMIC AREAS

Background for policy revision:

This revised policy clarifies areas within in division, renames a division, and adds two divisions.

P (REVISE) 7013 SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS

Background for policy revision:

This revised policy delineates changes as a result of the January 2, 2020 Clery report recommendations for the Rowan College of South Annual Security Report (ASR). This policy continues to adhere to New Jersey Statute and federal law.

P (REVISE) 7113 TUITION REIMBURSEMENT AND WAIVERS FOR EMPLOYEES

Background for policy revision:

This revised policy addresses tuition reimbursement and waivers as related to employees only. Information regarding student and community waivers was removed and developed in a new policy. This policy continues to adhere to any applicable New Jersey Statute and federal law.

P (NEW) 8401 FINANCIAL AID

Background for policy development:

This new policy formalizes financial aid documentation for the Rowan College of South Jersey - Cumberland and Gloucester campuses. This policy continues to adhere to New Jersey Statute and federal law.

P (NEW) 8405 TUITION WAIVERS FOR STUDENTS AND COMMUNITY

Background for policy development:

This new policy was developed as a separate policy when 6021 *Tuition Reimbursement and Waivers for Employees* was moved from Finance to Human Resources (now 7113 above) as of the merger. This policy continues to adhere to New Jersey Statute and federal law, as applicable.

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**Rowan College
of South Jersey**

REVISED

Policy: 3001
Title: **ACADEMIC AREAS**
Area: Academic Services
Approved: TBD

The President will establish the organizational structure for the academic divisions of the College.

In establishing this structure, the President will ensure that it supports academic excellence and the economic development of the community.

There are ~~five~~ seven academic areas as follows. Each division is headed by a dean.

1. Business Studies
2. Communication and Creative and Performing Arts
3. ~~Education, Behavioral Sciences, and Humanities~~
4. Law and Justice
5. Nursing and Health Professions
 - Allied Health
 - Behavioral Health
6. Science, Technology, Engineering, and Mathematics (STEM)
7. Career and Technical Education (housing both credit and non-credit Technical programming)



1
2 **Rowan College**
3 **of South Jersey**
4

5 REVISED

6 Policy: 7013
7 Title: **SEXUAL MISCONDUCT AND THE RIGHTS OF VICTIMS**
8 Area: Human Resources
9 Approved: TBD
10

11 All acts of sexual violence including dating violence, domestic violence, sexual assault, and/or
12 stalking (“sexual violence”) are forms of sex discrimination prohibited by Title IX of the
13 Education Amendments of 1972 and the reauthorized April 4, 2019 Violence Against Women
14 Act, appended to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crim
15 Statistics Act (known as the Clery Act). These acts of sexual violence have been defined by the
16 federal Clery Act and New Jersey State (2C) Statute and detailed in administrative procedure,
17 *7013 Sexual Misconduct and the Rights of Victims*.
18

19 **The College will not tolerate sexual misconduct in any of its forms.**
20

21 Under the direction of the President, the Special Assistant to the President, Diversity and
22 Equity/Title IX Compliance (“Title IX Officer”) shall implement and ensure compliance with
23 this policy.
24

25 The College strives to maintain a safe and welcoming environment free from acts of sexual
26 misconduct and relationship violence. It is the intent of the College to provide safety,
27 confidentiality, and support to victims of sexual misconduct. No person should bear the effects
28 of sexual misconduct alone.
29

30 **Definitions of Prohibited Conduct**
31

32 The following behaviors constitute sexual misconduct and are prohibited under this policy. All
33 forms of sexual misconduct are serious offenses and will result in College disciplinary
34 consequences.
35

- 36 1. Non-Consensual Sexual Intercourse or Penetration (Rape) means the penetration, no
37 matter how slight, of the vagina or anus with any body part or object, or oral
38 penetration by a sex organ of another person without consent. Sexual Intercourse
39 includes (a) vaginal penetration by a penis, object, tongue, or finger; (b) anal
40 penetration by a penis, object, tongue, or finger; and (c) any contact, no matter how
41 slight, between the mouth of one person and the genitalia of another person.

Policy: 7013 Sexual Misconduct and The Rights of Victims
P_7013_Sexual_Misconduct_and_the_Rights_of_Victims 2020 02 10 Rev4

- 42 2. Non-Consensual Sexual Contact (Fondling) means any intentional sexual touching,
 43 however slight, with any body part or any object, without consent. Examples of non-
 44 consensual sexual contact may include, but not limited to, genital-genital or oral-
 45 genital contact not involving penetration; contact with breasts, buttocks, or genital
 46 area, including over clothing; removing the clothing of another person; and kissing.
- 47 3. Sexual Exploitation means the behavior that takes, or facilitates the taking of, non-
 48 consensual sexual advantage of any person to benefit any other person when the
 49 behavior does not otherwise constitute a sexual misconduct violation. Examples of
 50 sexual exploitation include, but not limited to:
- 51 • trafficking another person;
 - 52 • taking a non-consensual video, photograph, or audio recording of sexual
 53 activity without the other's permission; taking a photograph or video of
 54 someone's private parts (including genitals, groin, buttocks, or breasts)
 55 without permission; the transmission or dissemination (including, but not
 56 limited to, distribution via social media) of such video, photograph, or audio
 57 recording without permission;
 - 58 • allowing third parties to observe private sexual activity from a hidden location
 59 (e.g., closet) or through electronic means (e.g., Skype or live-streaming of
 60 images);
 - 61 • frottage which means the act of obtaining sexual stimulation by rubbing
 62 against a person or object;
 - 63 • voyeurism or spying on persons where they have a reasonable expectation of
 64 privacy;
 - 65 • knowingly transmitting a sexually transmitted infection to another person
 66 without the other's knowledge; and
 - 67 • revenge porn which means the sharing of private, sexual materials, either
 68 photos or videos, of another person without their consent and with the purpose
 69 of either causing embarrassment or distress.
- 70 4. Intimate Partner Violence includes dating and domestic violence.
- 71 a. Domestic violence means a felony or misdemeanor crime of violence
 72 committed:
- 73 • By a current or former spouse or intimate partner of the student or
 74 employee;
 - 75 • By a person with whom the student or employee shares a child in
 76 common;
 - 77 • By a person who is cohabitating with, or has cohabitated with, the
 78 student or employee as a spouse or intimate partner;
 - 79 • By any other person against an adult or youth student ~~and~~ or employee
 80 who is protected from that person's acts under the domestic or family
 81 violence laws of the jurisdiction in which the crime of violence
 82 occurred.
- 83 b. Dating violence means violence committed by a person who is or has been in
 84 a social relationship of a romantic or intimate nature with the student or
 85 employee. The existence of such a relationship shall be determined based on a
 86 consideration of the following factors: the length of the relationship; the type

- 87 of relationship; and the frequency of interaction between the persons involved
 88 in the relationship. Dating violence includes, but not limited to, sexual or
 89 physical abuse or the threat of such abuse.
- 90 5. Stalking means engaging in a course of conduct directed at a specific person that
 91 would cause a reasonable person to fear for his or her safety or the safety of others, or
 92 suffer substantial emotional distress.
- 93 • Course of conduct means two or more acts, including, but not limited to, acts
 94 which the stalker directly, indirectly, or through third parties, by any action,
 95 method, device, or means, follows, monitors, observes, surveils, threatens, or
 96 communicates to or about a person, or interferes with a person's property.
 - 97 • Reasonable person means a reasonable person under similar circumstances
 98 and with similar identities to the reporting student or employee.
 - 99 • Substantial emotional distress means significant mental suffering or anguish
 100 that may, but does not necessarily, require medical or other professional
 101 treatment or counseling.
- 102 6. Other Sexual Misconduct means inappropriate sexual behaviors not covered
 103 previously in this section, for example, sexual activity in public places.
- 104 7. Sexual/Gender-Based Harassment is unwelcome sexual or gender-based verbal or
 105 physical conduct that unreasonably interferes with or deprives others of their right to
 106 access and benefit from the programs and services of the College. Sexual harassment
 107 offenses fall into two general categories;
- 108 a. Hostile Environment which means harassing conduct that is sufficiently
 109 severe, pervasive/persistent, and objectively offensive that it substantially
 110 interferes with the conditions of education or employment, from both a
 111 subjective (the student's or employee's) and an objective (reasonable
 112 person's) viewpoint. The determination of whether an environment is
 113 "hostile" will be based on the circumstances. These circumstances could
 114 include, but not limited to:
 - 115 • the frequency of the conduct;
 - 116 • the nature and severity of the conduct;
 - 117 • whether the conduct was physically threatening;
 - 118 • whether the conduct was humiliating;
 - 119 • whether the conduct was directed at a specific individual or more than
 120 one person;
 - 121 • whether the conduct arose in the context of other discriminatory
 122 conduct;
 - 123 • whether the conduct unreasonably interfered with the alleged
 124 Complainant's educational or work performance;
 - 125 • whether the statement is an utterance of an epithet which offends an
 126 employee or student, or offends by discourtesy or rudeness; or
 - 127 • whether the speech or conduct is excluded from the protections of free
 128 speech or academic freedom.
 - 129 b. Quid Pro Quo ("this for that") means a violation of this type exists when there
 130 are:

- 131 • Unwelcome sexual advances, requests for sexual favors, or other
 132 verbal or physical conduct of a sexual nature; and
 133 • Submission to unwelcome advances, etc., results in preferential
 134 treatment, e.g., promotion, higher grade than earned. Rejection of
 135 sexual advances, etc. results in adverse educational access or
 136 employment action; e.g., failing grade or employment termination.
- 137 8. Retaliation means harassment or adverse action taken against a person because of that
 138 person’s participation in a complaint or investigation of sexual misconduct. This will
 139 be treated as a separate violation of this policy and will result in immediate action by
 140 the College to stop the retaliatory behavior, prevent further violations by the
 141 perpetrator, and remedy any adverse impact of the violation.
- 142 9. False Reports means intentionally making a report of prohibited conduct to a College
 143 official knowing, at the time the report was made, that the prohibited conduct did not
 144 occur and the report was false.
- 145 10. Attempted Violations means a person commits an attempted violation when, with
 146 intent to commit a specific violation, he/she does any act which constitutes a
 147 substantial step toward the commission of that violation. The College will treat
 148 attempts to commit any of the violations described in policy or procedure as if those
 149 attempts had been completed.

151 I. **Additional Definitions**

152 1. Consent

- 153 a. Consent to sexual activity is informed, knowing, voluntary, and freely given
 154 permission to engage in mutually agreed upon sexual activity. The College
 155 will apply a reasonable person standard in determining whether or not consent
 156 was given, unless otherwise required by law.
- 157 i. The person giving consent must be capable of doing so freely, with the
 158 ability to understand what they are doing and the specific details (who,
 159 what, when, where, and how) of the sexual contact to which they are
 160 consenting.
- 161 ii. Consent may be given by words or actions, as long as those words or
 162 actions create mutually understandable permission regarding the
 163 conditions of sexual activity. Consent can be withdrawn at any time.
- 164 iii. It is the obligation of the person initiating sexual contact to obtain
 165 clear consent for the specific type of sexual contact sought.
- 166 iv. Lack of protest does not constitute consent. Silence or passivity
 167 without words or actions that communicate mutually understandable
 168 permission cannot be assumed to convey consent.
- 169 v. Use of violence, threats, coercion, or intimidation invalidates any
 170 consent given.
- 171 vi. Consent for one form of sexual contact does not imply consent to other
 172 forms. For example, consent to vaginal sex does not imply consent to
 173 oral sex; consent of vaginal sex does not imply consent to anal sex.
- 174 vii. Past consent does not constitute consent for future sexual activity.
- 175

- 176 viii. Persons who are unable to give valid consent under New Jersey law
 177 (i.e., minors, individuals with mental health disabilities) are considered
 178 unable to give consent under this policy. See N.J.S.A. 2C: 4-2.
 179 ix. Consent cannot be given by a person who is unconscious or sleeping.
 180 If consent has been given while a person is conscious or awake, and
 181 then that person becomes unconscious or falls asleep, consent
 182 terminates at that point.
 183 x. Persons who are incapacitated due to the use of drugs or alcohol
 184 cannot give consent.
 185
- 186 2. Consent to bodily harm constitutes a violation of this policy because it causes or
 187 threatens bodily harm. Consent to such conduct or to the infliction of such harm is a
 188 defense if: (1) the bodily harm, consented to or threatened by the conduct is not
 189 serious, or (2) the conduct and the harm are reasonably foreseeable hazards of joint
 190 participation in a concerted activity of a kind not forbidden by law.
 191
- 192 3. Incapacitation
- 193 a. Incapacitation is the physical and/or mental inability to make informed,
 194 rational judgements and decisions. States of incapacitation include, sleep,
 195 unconsciousness, and blackouts. Where alcohol or drugs are involved,
 196 incapacitation is determined by how the substance impacts a person’s
 197 decision-making capacity, awareness of consequences, and ability to make
 198 informed judgements.
 199 b. In evaluating whether a person was incapacitated for purposes of evaluating
 200 effective consent, the College considers two questions: (1) Did the person
 201 initiating sexual activity know that their partner was incapacitated? And if not,
 202 (2) Should a sober, reasonable person in the same situation have known that
 203 their partner was incapacitated?
 204 c. If the answer to either of these questions is ‘yes’, effective consent was
 205 absent.
 206 d. For purposes of this policy, incapacitation is a state beyond drunkenness or
 207 intoxication. A person is not incapacitated merely because they have been
 208 drinking or using drugs. The standard for incapacitation does not rely on
 209 technical or medical definitions, but instead focuses on whether a person has
 210 the physical and/or mental ability to make informed, rational judgements and
 211 decisions.
 212 e. A person who initiates sexual activity must look for the common and obvious
 213 warning signs that show that a person may be incapacitated or approaching
 214 incapacitation. Although every individual may manifest signs of
 215 incapacitation differently, typical signs include slurred or incomprehensible
 216 speech, unsteady gait, combativeness, emotional volatility, vomiting, or
 217 incontinence. A person who is incapacitated may not be able to understand
 218 some or all of the following questions, “Do you know where you are? Do you
 219 know how you got here? Do you know what is happening? Do you know
 220 whom you are with?”

- 221 f. Because the impact of alcohol and other drugs varies from person to person,
 222 one should be cautious before engaging in sexual contact or intercourse when
 223 either party has been drinking alcohol or using other drugs. The introduction
 224 of alcohol or other drugs may create ambiguity for either party as to whether
 225 effective consent has been sought or given. If one has doubt about either
 226 party's level of intoxication, the safe thing to do is to forego all sexual
 227 activity.
 228

229 **Reporting Sexual Misconduct**

230
 231
 232 Employees and/or students should report sexual violence occurring either on or off campus to the
 233 Title IX Officer or a Campus Security Authority, a Clery term for those individuals that include
 234 any official with significant responsibility for student and campus activities such as, but not
 235 limited to, a dean, department chair, faculty member, staff advisor, or coach. The College
 236 recommends that the victim report incidents in a timely manner. Additionally, the College
 237 recommends that a victim of sexual violence report the crime to the law enforcement agency for
 238 the applicable municipality. The College can facilitate notification on behalf of the victim.
 239 However, filing a report will not necessarily obligate a victim to prosecute the crime and victims
 240 will have the option to decline to notify and seek assistance from law enforcement and campus
 241 authorities, if they so choose. The College will take measures to safeguard the confidentiality of
 242 those reporting incidents of sexual violence.
 243

244 NOTE: Employees of the College, including part-time and volunteers ("Responsible Employees"
 245 under Title IX) have a duty to report to the Title IX Officer any and all incidents of harassment,
 246 discrimination, and sexual misconduct.
 247

248 Student and employee victims of sexual misconduct have the right to be free from any pressure
 249 from campus personnel to: report crimes if unwilling to do so; report crimes as lesser offenses
 250 than the victim perceives the crime to be; refrain from reporting crimes; and refrain from
 251 reporting crimes to avoid unwanted personal publicity. Victims of sexual misconduct also have
 252 the right to choose voluntary, confidential reporting. *NJ Statute, Title 18A:61E-2- "Campus
 253 Sexual Assault Victim's Bill of Rights."* Refer to administrative procedure 7013 *Sexual
 254 Misconduct and the Rights of Victims* for confidential reporting resources on campus and off
 255 campus.
 256

257 **All publically available record keeping will be maintained without inclusion of personally
 258 identifiable information.**
 259

260 **Proceedings**

261
 262 Disciplinary proceedings for cases involving sexual violence will be conducted in accordance
 263 with administrative procedure, 7013 *Sexual Misconduct and the Rights of Victims*. A finding
 264 under this policy will be based on the preponderance of the evidence standard, in other words, a
 265 finding will be made if the evidence as a whole shows that it is more likely than not that a
 266 violation of the sexual misconduct policy occurred.

267
 268 The College, at its sole discretion, may utilize an experienced lawyer (who is not a member of
 269 the campus community) to serve as hearing officer in cases of sexual misconduct.
 270

271 While the hearing officer will determine the finding after the case is concluded, the College
 272 reserves the right to impose any and all sanctions.
 273

274 The Respondent (the accused party) and Complainant (the victim) are entitled to the same
 275 opportunities to be accompanied by an advisor, counsel, or other representative at his/her own
 276 expense.
 277

278 The Respondent and Complainant will be notified simultaneously in writing of the outcome of
 279 the proceeding as well as any applicable appeal procedures, any change to the result before the
 280 decision becomes final, and when the result becomes final.
 281

282 **Sanctions Against the Violator**

283
 284 The College will not tolerate acts of sexual violence by any member of the College community
 285 including, ~~but not limited to~~ employees, students, and visitors. Any individual charged with
 286 sexual violence is subject to prosecution under applicable New Jersey criminal statutes.
 287

288 Following an investigation, College employees found in violation of this policy are subject to
 289 prosecution and disciplinary action under applicable policies, procedures, and/or collective
 290 bargaining provisions. Sanctions that the College may impose on an employee following a final
 291 determination of responsibility include, ~~but not limited to~~, counseling, written warning,
 292 suspension and final warning, and/or termination of employment.
 293

294 Students found in violation of this policy are subject to prosecution and are also subject to
 295 disciplinary action under the College's policy, *8007 Student Code of Conduct*. Sanctions that the
 296 College may impose on a student following a final determination of responsibility include, ~~but~~
 297 ~~not limited to~~, warning the student, loss of privileges, restitution, disciplinary probation,
 298 suspension, or expulsion. (~~For a list of sanctions see administrative procedure, 8007 Student~~
 299 ~~*Code of Conduct.*~~)
 300

301 **Confidentiality**

302
 303 The outcome of any proceeding is to remain confidential and will only be shared with the
 304 Respondent, Complainant, and those directly involved in the investigation. Any violation of
 305 confidentiality will be subject to disciplinary action under applicable policies, procedures, and/or
 306 collective bargaining provisions.
 307

308 **Retaliation**

309
 310
 311 No individual will be subject to retaliation, intimidation, or discipline as a result of making a
 312 good faith complaint of sexual misconduct or harassment, or providing information in

313 connection with another's complaint (policy, *7011 Harassment and Discrimination* and policy,
314 *7017 Conscientious Employee Protection*).

315
316

317 **Additional Information**

318

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

323

324 The College will maintain as confidential any accommodation or protective measures provided
325 to the victim, to the extent that maintaining such confidentiality would not impair the ability of
326 the institution to provide the accommodation or protective measures.

327

328 ~~Employees and/or students who report such incidents will be provided written information~~
329 ~~regarding counseling, health, victim advocacy, legal assistance, mental health, and other services~~
330 ~~available both on campus and in the community. This information will include a victim's right~~
331 ~~to obtain and enforce a restraining order as well as information regarding the preservation of~~
332 ~~evidence. For a written explanation of the student or employee's rights and options, please refer~~
333 ~~to administrative procedure, *7013 Sexual Misconduct and the Rights of Victims*.~~

334

335 All employees and students who report such incidents of sexual violence will be provided with a
336 prepared, standardized, and written set of materials regarding counseling, health, victim
337 advocacy, legal assistance, mental health, visa and immigration assistance, student financial aid,
338 and other services available both on campus and in the community. This information will
339 include a victim's right to obtain a restraining order, a no contact order, as well as, information
340 regarding the preservation of evidence.

341

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

348

349

350 References:

351

352 Rowan College of South Jersey Board of Trustees Policy Manual, *7011 Harassment and*
353 *Discrimination*, *7017 Conscientious Employee Protection (Whistleblower)*, and *8007*
354 *Student Code of Conduct*

355

356 Rowan College of South Jersey Administrative Procedure, *7013 Sexual Misconduct and the*
357 *Rights of Victims* and *8007 Student Code of Conduct*



1
2 **Rowan College**
3 **of South Jersey**
4

5 REVISED
6

7 Policy: 7113
8 Title: **TUITION REIMBURSEMENT AND WAIVERS FOR EMPLOYEES**
9 Area: Human Resources
10 Approved: TBD
11

12 The Board of Trustees encourages employees to pursue educational opportunities that
13 help improve job performance, lifestyle, or for new career preparation.
14

15 To assist in this endeavor, full-time faculty/staff and their dependents, adjunct faculty,
16 and represented regular part-time staff (working twenty or more hours per week) will be
17 granted entrance and waiver of tuition to any class, workshop, or seminar at the College
18 as long as there is space available. Dependents mean marital, domestic partner, or civil
19 union and dependent children up to age 23. (See administrative procedure *7113 Tuition*
20 *Reimbursement and Waivers for Employees*, section titled, *Faculty and Staff RCSJ*
21 *Tuition Waiver*.)
22

23 Full-time employees are also eligible for undergraduate or graduate study reimbursement
24 at other institutions up to the prevailing Rutgers liberal arts rates on a per credit basis for
25 up to twelve (12) successfully completed credit hours per fiscal year (July 1 to June 30).
26 Reimbursement for undergraduate courses is contingent on achievement of a grade "C"
27 or better and for graduate courses, a grade "B" or better. All undergraduate and graduate
28 courses are subject to approval by the President of the College or his/her designee.
29 Accordingly, employees are required to seek such approval prior to taking each course.
30 (See administrative procedure *7113 Tuition Reimbursement and Waivers for Employees*,
31 section titled, *Tuition Reimbursement and Pay Back Criteria*.)
32

33 All employees participating in the tuition reimbursement program must agree to remain
34 continuously employed full-time with the College for a period of two (2) years following
35 the conferring date of the degree or as of the issue date of the most recent tuition
36 reimbursement check, whichever comes first.
37

38 All employees who leave voluntarily or are terminated for just cause before completing
39 two (2) full years of continuous full-time employment from the conferring date of the
40 degree or as of the issue date of the most recent tuition reimbursement check, whichever

41 comes first, will be required to repay any tuition monies the College has reimbursed the
42 employee in the following manner:

- 43
- 44 • If separation occurs within one (1) year following the conferring of the degree or
45 as of the most recent tuition reimbursement check - **100%** of the tuition
46 reimbursement from the previous two (2) years must be repaid to the College;
- 47 • If separation occurs more than (1) year, but less than two (2) years following the
48 conferring of the degree or as of the most recent tuition reimbursement check -
49 **50%** of the tuition reimbursement from the previous two (2) years must be repaid
50 to the College;
- 51 • If separation occurs two (2) years or more following the conferring of the degree
52 or as of the most recent tuition reimbursement check - **0%** of the tuition
53 reimbursement is due to the College.
- 54

55 In the event the College initiates a reduction in force (RIF) and/or the employee is unable
56 to resume employment due to death or disability, the employee is exempt from all
57 obligations to reimburse the College resulting from the above circumstances. If other
58 extenuating circumstances should occur, the President may waive the repayment
59 provisions based on the severity of the employee's situation.

60
61 The administrative procedures will detail payout schedules, exit procedures and the
62 ramifications for a default on the repayment for those employees who leave the College
63 before the two (2) year employment commitment.

64
65 Additionally, the Trustees provide limited tuition and fee waivers for senior citizens,
66 active National Guardsmen, the unemployed, and others as set forth in administrative
67 procedure. Please refer to administrative procedure ~~7113 Tuition Reimbursement and~~
68 ~~Waivers~~ 8405 Tuition Waivers for Students and Community for additional instructions on
69 reimbursement and waivers.

70
71 Nothing herein shall preclude the Trustees from amending these provisions as budget and
72 the College's class availability dictate. In the event this policy conflicts with a collective
73 bargaining agreement, the agreement governs.

74
75
76
77
78
79
80 References:

81
82 Rowan College of South Jersey Administrative Procedures, 7113 Tuition Reimbursement
83 and Waivers for Employees and 8405 Tuition Waivers for Students and
84 Community



1
2 **Rowan College**
3 **of South Jersey**
4

5 Policy: 8401
6 Title: **FINANCIAL AID**
7 Area: Student Services
8 Approved: TBD NEW
9

10 To help students bridge the gap between RCSJ (“College”) expenses and available
11 student resources, the Board of Trustees has staffed an Office of Financial Aid at each of
12 its two campuses, Gloucester and Cumberland, as well as to assist with National Guard
13 and Unemployment programs.
14

15 These offices are staffed with professionals whose role it is to guide students and parents
16 or guardians through an array of scholarships, grants, student employment opportunities,
17 and information about available loans.
18

19 The majority of these sources of funds start with the completion of the Free Application
20 for Federal Student Aid (FAFSA). The FAFSA and the New Jersey Alternative
21 Application are the only forms used to collect financial information to determine a
22 student’s financial need.
23

24 ~~To understand eligibility criteria for these resources; the obligations the student assumes,~~
25 ~~e.g.; debt for loans, work requirements, etc.; the Satisfactory Academic Progress (“SAP”)~~
26 ~~required by federal and state regulations; and the mandated deadlines associated with~~
27 ~~each fund source; the students should thoroughly avail themselves of the following~~
28 ~~College resources:~~
29

- 30 ● ~~RCSJ website~~
- 31 ● ~~RCSJ Catalog~~
- 32 ● ~~Office of Financial Aid~~
- 33 ● ~~Cumberland Campus (856) 691-8600, x 1336~~
- 34 ● ~~Gloucester Campus (856) 415-2210~~
- 35

36 The President has had administrative procedures developed to provide additional
37 assistance.
38

39
40 References:

41 Rowan College of South Jersey Administrative Procedure, *8401 Financial Aid*



1
2 **Rowan College**
3 **of South Jersey**

4
5 NEW

6
7 Policy: 8405
8 Title: **TUITION WAIVERS FOR STUDENTS AND COMMUNITY**
9 Area: Student Services
10 Approved: TBD

11
12
13 The Board of Trustees in fulfilling Rowan College of South Jersey’s (“College”) mission
14 to enhance the quality of life for its students and community provides limited tuition and
15 fee waivers for senior citizens, active National Guardsmen, the unemployed, and others
16 as set forth in administrative procedure. Please refer to administrative procedure *8405*
17 *Tuition Waivers for Students and Community* for information regarding waivers the
18 College provides.

19
20 Nothing herein shall preclude the Trustees from amending these provisions as budget and
21 the College’s class availability dictate.

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35 References:

36
37 Rowan College of South Jersey Administrative Procedures, *8405 Tuition Waivers for*
38 *Students and Community*