



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES
December 13, 2022

Prior to the meeting call to order by the Board Chair, Yolanda Garcia Balicki, Esq. & Rev. Dr. James Dunkins were sworn in as re-appointed Trustees by Coryn McFadden, Executive Director, Human Resources.

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:09 p.m., that was held in-person on the Gloucester Campus in the College Center building.

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 November 15, 2022, to *The South Jersey Times*, and *The Daily Journal*, the Gloucester and Cumberland County Commissioner Directors, Education Liaisons, Administrators, and both campus college communities.”

Meg Resue led the Pledge of Allegiance.

Roll call followed by Meg Resue.

Members Present:

Ms. Lita Abele
Ms. Ave’ Altersitz
Ms. Jennica Bileci
Mr. Bob Bumpus
Mr. Gene Concordia
Mr. Len Daws
Rev. Dr. James Dunkins
Dr. Edward Geletka*
Ms. Yolanda Garcia Balicki, Esq.
Ms. Ruby Love
Mr. Ken Mecouch
Dr. Warren Wallace
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Advisor Present:

Mr. Dave Rapuano, Esq.

*Currently non-voting member pending NJ Governor’s confirmation.

Chair Gene Concordia welcomed everyone present for the meeting, acknowledging seated representatives: GC College Assembly Chair, Ya Vanca Brooks, GC Faculty Senate Chair Bryan Buttler and GC Student Government Association (SGA) President, Jaeden McMurtry.

STUDENT, EMPLOYEE RECOGNITION:

RCSJ Athletics Spotlight - Gloucester Campus

Prior to the start of the regular meeting Dr. Keating introduced Brian Rowan, Executive Director, Athletics to spotlight some of RCSJ's student athletes to the Board of Trustees. Mr. Rowan spoke to each of the athletes' accomplishments and let each speak to the Trustees about their future educational or career plans. Attending were Irene Tarantos, Amanda Volk and Alexandra Everson - Women's Tennis; Crystal Johnson and Melina Towlen - Women's Soccer; Joey Malec - Men's Cross Country; Shane Baker - Men's Soccer/Fall Male Athlete of the Season; and Autumn Heaton - Women's Cross Country/Female Athlete of the Season.

RCSJ College Assembly Spotlight Initiative – Gloucester Campus

College Assembly Chair Ya Vanca Brooks was introduced by Dr. Keating. Chair Brooks on behalf of the Gloucester Campus College Assembly was pleased to announce the employee selected for the December spotlight as Ms. Caitlin Mitchell – Financial Aid Team Coordinator. Ms. Mitchell was chosen for acknowledgment by her peers for her enthusiastic, supportive, knowledgeable, and reliable customer service performance whether in-person, over the phone or by e-mail. Unfortunately, Ms. Mitchell was unable to attend the meeting.

RCSJ Faculty Spotlight Initiative – Gloucester Campus

Dr. Keating invited Faculty Senate Chair Bryan Butler to present the faculty member to be spotlighted at this evening's meeting. Chair Butler was happy to introduce Mr. Ryan Hoxworth, Instructor I, Business Studies, as the Gloucester Campus December Faculty Senate spotlight. Mr. Hoxworth addressed the Trustees to tell them a bit about himself and it was apparent as a faculty member, he is active serving on several Business Studies Advisory Boards and Faculty Senate committees, as well as a co-advisor to two student clubs. He is also an avid traveler and has visited many countries with his family and concluded with a shoutout to his mother who was present at the meeting.

PRESIDENT'S REPORT

Dr. Keating presented an overview of the Acenda Integrated Health Premier Partnership and Affiliation Agreement formalizing a partnership to increase educational opportunities for students pursuing studies in all areas of behavioral science and social justice. Dr. Keating discussed Acenda naming rights for certain RCSJ buildings, employee educational benefits, office and meeting space, workforce placement and employment as noted in the agreement. He indicated the agreement would be up for Board approval later on the evening's agenda. (attachment)

ACCEPTANCE OF MINUTES

The November 8, 2022 Reorganization & Regular Session Meeting minutes were approved as published.

FINANCE

Nick Burzichelli, Vice President/COO, presented the financial statements as listed below.

Informational Item: Combined RCSJ Financial Statements and separate campus statements for the month ending June 30, 2022 and FY2023 through September 30, 2022. (attached)

PLANNING/FACILITIES

Nick Burzichelli, Vice President/COO, presented the items listed below for review and questions.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for November 2022 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, approving the following items 1 through 7, with Trustees Altersitz and Bumpus abstaining for item 1. Lease agreement: Urban Renewal: (resolutions attached)

1. Lease agreement: Urban Renewal
2. Memorandum of Understanding: ACENDA Health Network
3. Contract Agreement: AAF International
4. Contract Agreement: Blackboard, Inc.
5. Contract Agreement: Evergreen Printing
6. Contract Agreement: Giofano's Food Service Group – Gloucester
7. Contract Agreement: Laerdal

PERSONNEL

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Balicki, unanimously approving the Personnel Actions as presented: (documents attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services went over and explained the items for action as listed below.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Abele, approving the following items 1 through 8: (resolutions attached)

1. Offer an AAS Degree: Paramedic Science – Cumberland Campus
2. Offer an AS Degree: Healthcare Social Sciences – both campuses
3. Offer an AS Degree: Social Service, Gerontology – both campuses
4. Offer a Certificate: Adolescent Well-being – Cumberland Campus
5. Offer a Certificate: Child Welfare – Cumberland Campus
6. Apply & Upon Approval, Accept Funding: US Dept. of Labor – Nursing Expansion Grant
7. Accept artwork donation: Artist-Jeff Russell/donated by Paul Stankard
8. Accept artwork donation: Artist-Richard Kimble/donated by George Korn

POLICY

Sandy Evans, Director, President's Office

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Love, approving the following policies: (copies attached)

1. Reaffirmed Policies
 - 3005 Health, Physical Education, and Recreation
 - 3007 Physical Therapist Assistant Program Non-Represented Staff
 - 3009 Program Review
2. Revised Policy
 - 7005 Code of Ethics for College Employees

STUDENT SERVICES

Judy Atkinson, Vice President, Student Services told the Trustees that at this time each year PTK asks for community colleges to nominate students for consideration of receiving a sizable scholarship for facilitate their pursuit of a bachelor's degree. Ms. Atkinson indicated that two students from each of the College's campuses have been nominated to receive this prestigious scholarship award, and if they should win, the Trustees would have an opportunity to meet them at a future meeting. She then informed the Trustees of a virtual recruitment effort tomorrow evening targeting disenchanted 4-year college students and gap-year students. The theme was Find Your Fit – Fresh Start and Ms. Atkinson was happy to report there was significant interest in attending the event.

BRANCH CAMPUS

Dr. Jim Piccone, Vice President/CAO, Branch Campus mentioned that in line with Dr. Keating's discussion on Acenda, the Cumberland Campus has developed a Zen Den, with the help of Dr. Davidson and the ACT Program, that provides a quiet, relaxing space for students, faculty and staff to call on when needed. Dr. Piccone indicated that ACT students would actually run and maintain the space and also track utilization. On another note, Dr. Piccone indicated the National Society of Leadership for Success, a student mentoring program was currently underway, which is part of the strategic plan objectives for the Cumberland Campus. The Campus has engaged 67 new students and has a history of supporting hundreds of students over the years. Leading up to the Thanksgiving holiday, the Cumberland Campus participated in an Adopt-A-Family event where the Cumberland Campus was able to support 36 families with meals in collaboration with the South Jersey Regional Food Distribution Center.

INNOVATION & TECHNOLOGY

Josh Piddington, Vice President/CIO, Innovation & Technology, thanked everyone at the College for their dedication to the ERP implementation, as it is a massive undertaking and felt by all, however, when the process is complete, the system will definitely take the College into the future. Mr. Piddington wished everyone Happy Holidays.

Chair Concordia asked for comment from the GC SGA, GC Faculty Senate and GC College Assembly Representatives.

Jaeden McMurtry, SGA President spoke to the Board members and indicated as the SGA President, it was his responsibility to lead the charge to engage RCSJ students through campus events, fundraisers, and community service projects and he provided a summary of the SGA's accomplishments to date and future thoughts. When Jaeden finished, Dr. Keating followed up with the Board that Jaeden has done a remarkable job and is one of the greater leaders sitting in his position, particularly as we were coming out of the pandemic. He said Jaeden has done a fabulous job pulling SGA together. Dr. Keating asked Jaeden to tell the Trustees of his future plans; very humbly, Jaeden did as Dr. Keating requested.

Bryan Buttler, GC Faculty Senate Chair thanked the Board for a seat at the table and said it was very valuable to the Faculty Senate. Besides the Faculty Senate Spotlight Initiative, they are working on other initiatives to spread goodwill. Last week the Faculty Senate dropped off 50 gifts to the campus Veterans Office in support of the Toy-for-Tots, all collected through the generosity of faculty members. We also started running Tai Chi sessions for faculty and staff and working on a variety of other initiatives. We are happy with the progress made this semester and look forward to the next.

PUBLIC PORTION

Chair Concordia asked Public comment:

Chair Concordia thanked everyone for coming and wished everyone a safe and happy holiday.

ADJOURNMENT

At 7:29 p.m., Trustee Love made a motion, seconded by Trustee Bileci. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,



Len Daws, Secretary

Notes taken by Meg Resue

BEHAVIORAL SCIENCES AND LAW & SOCIAL JUSTICE



- Associate Degrees**
- Alcohol and Drug Counseling
 - Arts & Sciences: Pre-Law Option
 - Arts & Sciences: Sociology Option
 - Child Advocacy
 - Criminal Justice ⁽³⁺¹⁾
 - Corrections Option
 - Emergency Management Option
 - Forensics and Technology Option
 - Law Enforcement
 - Liberal Arts: Social Science Option
 - Psychology⁽³⁺¹⁾
 - Social Service
(direct path to BSW, MSW)

Integrated Partnership

Counseling and Mental Health Support for Students

- Acenda staff, LAC, LAMFT, LSW, LCSW or LPC
- Dual campus coverage
- All RCSJ and Rowan Choice students
- Payment for uninsured students provided by RCSJ



Joint Staff Development

Professional Relationships

- Advisory committees
- Professional development
- Instructional opportunities

Tuition Reduction

- 40% Tuition Discount (Acenda Employees)

Direct Connect with Acenda HR

- Pre-graduation employment opportunities – Behavioral Sciences
- Employment opportunities – Other areas of need: e.g. Business Administration, Computer Information Systems, etc.

Academics

Priority Placements: Behavioral Sciences

- Career exploration
- Student internships
- Mentorships

Research & Development:

Program Need Assessment

- Workforce data-driven demand
- Emerging fields in Behavioral Science
- Academic program design

Scholarship Support

- Two Premier Educational Partnership Student Scholarships
- Joint Foundation Board Student Scholarship prospects

Credentialing Pathways

- Academic programming prepares students for career advancement to LSW, LCSW, and LCADC

Certificates

- Alcohol and Drug Counseling
- Criminal Justice
- Emergency Management
- Paralegal

Non-credit Certificates

- Certified Peer Recovery
- Mental Health Technician
- Mental Health First Aid

Current R&D

- Adolescent Well Being, Certificate
- Child Welfare, Certificate
- Medical Social Work, A.S.
- Social Service: Gerontology Option, A.S.



SCHOOL OF OSTEOPATHIC MEDICINE



THE GATEWAY TO RCSJ'S PREMIER PARTNERS



Collaborative programming supports student completion and success from their start at RCSJ through Bachelors, Masters and Licensure levels of training.

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING OCTOBER 31, 2022

	10/31/2022		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,727,116	\$ 11,581,725	\$ (5,145,391)
Police Academy - Tuition	60,000	25,810	(34,190)
Fire Academy - Tuition		27,930	27,930
Continuing Education	1,387,500	437,867	(949,633)
Fees	11,314,677	7,385,116	(3,929,561)
Out of County	90,000	1,666	(88,334)
Government Appropriations			
State	10,344,293	3,095,399	(7,248,894)
Police Academy - State Funding	60,000	20,000	(40,000)
Fire Academy - State Funding	9,430	3,143	(6,287)
Continuing Ed - State Funding	107,168	35,723	(71,445)
ACT - State Funding	125,000	41,667	(83,333)
County	15,230,986	6,135,498	(9,095,488)
EDC - County Funding	275,000	91,667	(183,333)
Rowan Medicine - County Funding	75,000	25,000	(50,000)
Police Academy - County Funding	132,245	44,082	(88,163)
Fire Academy - County Funding	193,000	64,333	(128,667)
ACT Center - County Funding	205,762	68,587	(137,175)
Sheriff Office	138,007	46,002	(92,005)
Federal		-	-
Other Revenues	343,500	106,906	(236,594)
Auxiliary Enterprises	826,800	236,562	(590,238)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
Reserve Capital Proj	1,710,906		(1,710,906)
Total Revenues	\$ 64,356,554	\$ 29,474,683	\$ (34,881,872)
Instruction - Total	\$ 22,966,680	\$ 5,191,019	\$ 17,775,661
Personnel - FT	10,611,828	2,273,971	8,337,857
Personnel - FT OT, OL, Misc	2,968,753	1,033,331	1,935,422
Benefits	4,924,939	860,351	4,064,588
Personnel - PT	4,124,730	896,622	3,228,108
Expenses	336,430	126,744	209,686
Continuing Education - Total	\$ 2,359,448	\$ 682,977	\$ 1,676,471
Personnel - FT	835,499	248,029	587,470

Personnel - FT OT, OL, Misc		225		1,500		(1,275)
Benefits		687,111		99,870		587,241
Personnel - PT		438,529		135,950		302,579
Expenses		398,084		197,628		200,456
Police Academy - Total	\$	297,911	\$	57,747	\$	240,164
Personnel - FT		69,164		21,465		47,699
Personnel - FT OT, OL, Misc		-		-		-
Benefits		134,982		6,233		128,749
Personnel - PT		66,506		24,258		42,248
Expenses		27,259		5,791		21,468
Fire Academy - Total	\$	291,753	\$	69,048	\$	222,705
Personnel - FT		62,988		18,139		44,849
Personnel - FT OT, OL, Misc		6,049		-		6,049
Benefits		122,928		5,267		117,661
Personnel - PT		64,881		29,673		35,208
Expenses		34,907		15,969		18,938
Academic Support - Total	\$	4,237,132	\$	1,438,050	\$	2,799,082
Personnel - FT		2,178,385		636,731		1,541,654
Personnel - FT OT, OL, Misc		70,904		12,479		58,425
Benefits		1,097,136		363,883		733,253
Personnel - PT		548,895		154,234		394,661
Expenses		341,812		270,723		71,089
Student Services - Total	\$	11,689,519	\$	3,700,941	\$	7,988,578
Personnel - FT		6,392,237		1,923,458		4,468,779
Personnel - FT OT, OL, Misc		87,666		18,245		69,421
Benefits		3,288,088		1,101,607		2,186,481
Personnel - PT		914,860		275,539		639,321
Expenses		1,006,668		382,092		624,576
Institutional Support - Total	\$	12,438,572	\$	4,121,301	\$	8,317,271
Personnel - FT		5,095,881		1,525,298		3,570,583
Personnel - FT OT, OL, Misc		23,500		15,955		7,545
Benefits		2,594,264		880,509		1,713,755
Personnel - PT		186,895		59,497		127,398
Expenses		4,538,032		1,640,042		2,897,990
Operating & Maintenance - Total	\$	8,824,490	\$	2,883,443	\$	5,941,047
Personnel - FT		2,035,994		555,811		1,480,183
Personnel - FT OT, OL, Misc		79,439		23,908		55,531
Benefits		1,026,334		272,065		754,269
Personnel - PT		112,685		28,537		84,148
Expenses		5,570,038		2,003,122		3,566,916
Leasing Expenses				-	\$	-
Retiree Benefits	\$	414,657		140,676	\$	273,981
Auxiliary Enterprises	\$	50,642		25,227	\$	25,415
Debt Payments	\$	785,750				
Total Operating Expenditures	\$	64,356,554	\$	18,310,429	\$	45,260,375

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING OCTOBER 31, 2022
Gloucester Campus

	10/31/2022		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 11,981,812	\$ 7,929,298	\$ (4,052,514)
Police Academy - Tuition	60,000	25,810	(34,190)
Fire Academy - Tuition		27,930	27,930
Continuing Education	750,000	159,453	(590,547)
Fees	8,008,715	4,971,220	(3,037,495)
Out of County	40,000	1,666	(38,334)
Government Appropriations			
State	6,403,917	2,097,998	(4,305,919)
Police Academy - State Funding	60,000	20,000	(40,000)
Fire Academy - State Funding	9,430	3,143	(6,287)
Continuing Ed - State Funding	107,168	35,723	(71,445)
Act - State Funding	87,500	29,167	(58,333)
County	7,980,986	4,322,998	(3,657,988)
EDC - County Funding	275,000	91,667	(183,333)
Rowan Medicine - County Funding	75,000	25,000	(50,000)
Police Academy - County Funding	132,245	44,082	(88,163)
Fire Academy - County Funding	193,000	64,333	(128,667)
ACT Center - County Funding	205,762	68,587	(137,175)
Sheriff Office	138,007	46,002	(92,005)
Federal		-	-
Other Revenues	45,000	61,613	16,613
Auxiliary Enterprises	590,800	120,736	(470,064)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
			-
Total Revenues	\$ 42,144,506	\$ 20,146,426	\$ (21,998,081)
Current Operating Expenditures			
Instruction - Total	\$ 15,521,679	\$ 3,375,184	\$ 12,146,495
Personnel - FT	7,502,771	1,650,397	5,852,374
Personnel - FT OT, OL, Misc	2,032,253	671,152	1,361,101
Benefits	3,352,610	479,220	2,873,390
Personnel - PT	2,454,065	503,664	1,950,401
Expenses	179,980	70,751	109,229

Continuing Education - Total	\$ 1,729,366	\$ 421,603	\$ 1,307,763
Personnel - FT	648,188	185,404	462,784
Personnel - FT OT, OL, Misc	225	150	75
Benefits	560,030	53,835	506,195
Personnel - PT	233,539	59,168	174,371
Expenses	287,384	123,046	164,338
Police Academy - Total	\$ 297,911	\$ 57,747	\$ 240,164
Personnel - FT	69,164	21,465	47,699
Personnel - FT OT, OL, Misc	-	-	-
Benefits	134,982	6,233	128,749
Personnel - PT	66,506	24,258	42,248
Expenses	27,259	5,791	21,468
Fire Academy - Total	\$ 291,753	\$ 69,048	\$ 222,705
Personnel - FT	62,988	18,139	44,849
Personnel - FT OT, OL, Misc	6,049		6,049
Benefits	122,928	5,267	117,661
Personnel - PT	64,881	29,673	35,208
Expenses	34,907	15,969	18,938
Academic Support - Total	\$ 2,824,362	\$ 1,029,438	\$ 1,794,924
Personnel - FT	1,472,124	439,895	1,032,229
Personnel - FT OT, OL, Misc	58,304	12,479	45,825
Benefits	741,215	255,082	486,133
Personnel - PT	292,632	81,857	210,775
Expenses	260,087	240,125	19,962
Student Services - Total	\$ 7,729,933	\$ 2,462,822	\$ 5,267,111
Personnel - FT	4,316,125	1,267,171	3,048,954
Personnel - FT OT, OL, Misc	81,166	15,776	65,390
Benefits	2,173,170	757,646	1,415,524
Personnel - PT	423,641	150,730	272,911
Expenses	735,831	271,499	464,332
Institutional Support - Total	\$ 7,010,086	\$ 2,460,835	\$ 4,549,251
Personnel - FT	3,168,236	936,975	2,231,261
Personnel - FT OT, OL, Misc	3,000	11,522	(8,522)
Benefits	1,595,208	585,288	1,009,920
Personnel - PT	65,010	42,253	22,757
Expenses	2,178,632	884,797	1,293,835
Operating & Maintenance - Total	\$ 5,753,917	\$ 1,767,151	\$ 3,986,766
Personnel - FT	1,962,585	531,821	1,430,764
Personnel - FT OT, OL, Misc	79,439	23,908	55,531
Benefits	988,162	263,446	724,716
Personnel - PT	89,478	22,378	67,100
Expenses	2,634,253	925,598	1,708,655
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	140,676	\$ 273,981
Auxiliary Enterprises	\$ 20,817	14,513	\$ 6,304
Debt Payments	\$ 550,025		
Total Operating Expenditures	\$ 42,144,506	\$ 11,799,017	\$ 29,795,464

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING October 31, 2022

	10/31/2022		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 4,745,304	\$ 3,652,427	\$ (1,092,877)
Continuing Education	637,500	278,414	(359,086)
Fees	3,305,962	2,413,896	(892,066)
Out of County (Charge back)	50,000	-	(50,000)
	-		-
Government Appropriations			
State	3,977,876	997,401	(2,980,475)
County	7,250,000	1,812,500	(5,437,500)
Other Revenues	298,500	45,293	(253,207)
Auxiliary Enterprises	236,000	115,826	(120,174)
Reserve Capital Proj	1,710,906		(1,710,906)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			-
Federal (CARES Act)	-	-	-
Total Revenues	\$ 22,212,048	\$ 9,315,757	\$ (12,896,291)
Current Operating Expenditures			
Instruction - Total	\$ 7,445,001	\$ 1,815,835	\$ 5,629,166
Personnel - FT	3,109,057	623,574	2,485,483
Personnel - FT OT, OL, Misc	936,500	362,179	574,321
Benefits	1,572,329	381,131	1,191,198
Personnel - PT	1,670,665	392,958	1,277,707
Expenses	156,450	55,993	100,457
Continuing Education - Total	\$ 630,082	\$ 261,374	\$ 368,708
Personnel - FT	187,311	62,625	124,686
Personnel - FT OT, OL, Misc	-	1,350	(1,350)
Benefits	127,081	46,035	81,046
Personnel - PT	204,990	76,782	128,208
Expenses	110,700	74,582	36,118
Academic Support - Total	\$ 1,412,770	\$ 408,612	\$ 1,004,158
Personnel - FT	706,261	196,836	509,425
Personnel - FT OT, OL, Misc	12,600	-	12,600
Benefits	355,921	108,801	247,120
Personnel - PT	256,263	72,377	183,886
Expenses	81,725	30,598	51,127

Student Services - Total	\$ 3,959,586	\$ 1,238,119	\$ 2,721,467
Personnel - FT	2,076,112	656,287	1,419,825
Personnel - FT OT, OL, Misc	6,500	2,469	4,031
Benefits	1,114,918	343,961	770,957
Personnel - PT	491,219	124,809	366,410
Expenses	270,837	110,593	160,244
Institutional Support - Total	\$ 5,428,486	1,660,466	\$ 3,768,020
Personnel - FT	1,927,645	588,323	1,339,322
Personnel - FT OT, OL, Misc	20,500	4,433	16,067
Benefits	999,056	295,221	703,835
Personnel - PT	121,885	17,244	104,641
Expenses	2,359,400	755,245	1,604,155
Operating & Maintenance - Total	\$ 3,070,573	\$ 1,116,292	\$ 1,954,281
Personnel - FT	73,409	23,990	49,419
Personnel - FT OT, OL, Misc	-	-	-
Benefits	38,172	8,619	29,553
Personnel - PT	23,207	6,159	17,048
Expenses	2,935,785	1,077,524	1,858,261
Debt Service	\$ 235,725	-	\$ 235,725
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 29,825	10,714	\$ 19,111
Total Operating Expenditures	\$ 22,212,048	\$ 6,511,412	\$ 15,700,636

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: December 7th, 2022
SUBJECT: **CRIME STATISTICS for the month of November 2022**

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

DESCRIPTION	GLOUCESTER	CUMBERLAND
Burglary	0 Incidents	0 Incidents
Criminal Trespass/Trespassing	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	1 Incidents	1 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	1 Incidents	1 Incidents
Fire	0 Incidents	0 Incidents
Medical Assist/Incidents	1 Incidents	1 Incidents
Other Incidents	1 Incidents	0 Incidents



RESOLUTION APPROVING AND AUTHORIZING A LEASE AGREEMENT BETWEEN THE ROWAN COLLEGE OF SOUTH JERSEY AND GLASSBORO A-4 MAIN URBAN RENEWAL LLC. AUTHORIZING THE OFFICERS OF THE ROWAN COLLEGE OF SOUTH JERSEY TO TAKE ALL OTHER ACTIONS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE EXECUTION OF THE LEASE AGREEMENT

WHEREAS, the Board of Trustees (the “Board”) of the Rowan College of South Jersey (hereinafter the “College”), a body corporate in the State of New Jersey, is authorized to lease real property under and pursuant to N.J.S.A. 18A:64A-1, et seq.; and specifically under N.J.S.A. 18A:64A-12 et seq.; and

WHEREAS, the Board intends to enter into a Lease Agreement with Glassboro A-4 Main Urban Renewal LLC for approximately 3,244 square feet of space at 123 Rowan Boulevard, in the borough of Glassboro, county of Gloucester, State of New Jersey in the building commonly known as the A-4 building; and

WHEREAS, Rowan College of South Jersey will pay rent as per the terms of the attached agreement; and

WHEREAS, the term of the lease will be three (3) years effective the date of contract signing with the option to extend for two (2) additional three (3) year terms; and

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 Lease Agreement (attached), and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College and Dominick Burzichelli, Executive Vice President and Chief Operating Officer as duly authorized by the Board (the “Authorized Officers” and each an “Authorized Officer”) to determine all matters in connection therewith.
2. 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.
3. 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 Lease, or any other action in connection with or related to the Lease, 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 December 13, 2022.

Attested:



Len Daws, Secretary



Gene J. Concordia, Chairperson





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING A PREMIER PARTNERSHIP AND AFFILIATION AGREEMENT WITH ACENDA INTEGRATED HEALTH

WHEREAS, Rowan College of South Jersey and Acenda Integrated Health desire to formalize a partnership to increase educational opportunities for students pursuing studies in all areas of Behavioral Science and Social Justice; and

WHEREAS, Acenda also agrees to pay RCSJ a fee to be used to support those efforts; and

WHEREAS, RCSJ agrees to provide Acenda with the naming rights for certain RCSJ buildings, employee educational benefits, office and meeting space, workforce placement and employment advertising as set forth in the attached agreement; and

WHEREAS, the agreement is in effect from January 1, 2023 until terminated by either party as per the terms of the Premier Partnership and Affiliation Agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to execute and enter into the Premier Partnership and Affiliation Agreement with Acenda Integrated Health.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN AAF INTERNATIONAL AND ROWAN COLLEGE OF SOUTH JERSEY FOR THE PURCHASE OF HVAC FILTERS

WHEREAS, Rowan College of South Jersey, Gloucester Campus, needs to purchase HVAC filters; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

WHEREAS, since the anticipated aggregate expense will exceed the quote threshold of \$7,500 three quotes were solicited; and

WHEREAS, Rowan College of South Jersey intends to enter into a contract with AAF Flanders for HVAC filters in the amount of \$24,811.72 as per quote 20320706 dated 11/21/22 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

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

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with AAF International to purchase HVAC filters in the amount of \$24,811.72.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR STUDENT ENROLLMENT ADVERTISING AND CONSULTING

WHEREAS, the Rowan College of South Jersey has a need to engage in student enrollment campaigns including advertisements, consulting, and ongoing coaching; and

WHEREAS, The provisions of County Contract Law, specifically 18A:64A-25.5 (20) and 18A:64A-25.5 (15), allow for the award of non-fair and open contracts in excess of the bid threshold for "Personnel recruitment and advertising, including without limitation advertising seeking student enrollment" and "consulting services"; and

WHEREAS, the college administration has determined that Blackboard Inc. can perform the necessary advertising, consulting, and coaching on a timely basis; and

WHEREAS, Blackboard Inc. has agreed to perform the necessary services for \$164,545. Of that total amount \$115,182 will be allocated to the Gloucester campus and \$49,363 will be allocated to the Cumberland campus; and

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

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 an agreement with Blackboard Inc. in the amount of \$164,545 for student enrollment advertising, consulting, and coaching.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AWARDING A CONTRACT TO EVERGREEN PRINTING

WHEREAS, Rowan College of South Jersey (hereinafter “College”) publicly solicited bids for CTE Course Guide Printing; and

WHEREAS, the College advertised for bids pursuant to the County College Contracts Law N.J.S.A. 18A:64A-25.1, et seq.; and

WHEREAS, one (1) sealed bid was received and publicly opened on November 8, 2022; and

WHEREAS, the bid was as follows:

<u>Bidders</u>	<u>Base Bid</u>
Evergreen Printing	\$25,877.89

WHEREAS, the bid of Evergreen Printing (hereinafter “Evergreen”) has been reviewed by the College’s purchasing department who has recommended an award to Evergreen for the Base Bid in the amount of \$25,877.89 as the lowest responsive bidder for Spring/Summer 2023 CTE Course Guides; and

WHEREAS, the low bid of **Evergreen** is compliant in all material, non-waivable respects; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey on the 13th day of December 2022 that the College hereby awards a contract to Evergreen Printing for Spring/Summer 2023 CTE Course Guide Printing for the Base Bid amount of \$25,877.89.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION AUTHORIZING A CONTRACT AMENDMENT BETWEEN THE ROWAN COLLEGE OF SOUTH JERSEY, GLOUCESTER CAMPUS, AND GIOFANO'S FOODSERVICE GROUP FOR THE ADMINISTRATION OF FOOD SERVICES IN THE DINING AREAS

WHEREAS, Rowan College of South Jersey, Gloucester Campus, requires that a food service vendor be available for the dining areas on campus; and

WHEREAS, pursuant to 18A:64A-25.5 (7), the Board of Trustees has the authority to approve a contract or agreement in excess of \$37,500 (current bid threshold) which may be negotiated or awarded without public advertising for bids for "Food supplies and services including food supplies and management contracts for student centers, dining rooms and cafeterias"; and

WHEREAS, the initial contract was awarded for one (1) year on June 8, 2021 with two (2) optional one-year extensions at the sole option of the college; and

WHEREAS, the college extended the contract for the first one-year extension per the initial agreement and approved the first amendment on August 9, 2022; and

WHEREAS, the college wishes to approve the second contract amendment authorizing up to \$22,500 in payments to Giofano's between January 7, 2023 and May 5, 2023; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Rowan College of South Jersey hereby authorizes the approval of the second contract amendment between the Giofano's Foodservice Group and Rowan College of South Jersey, Gloucester Campus, for food services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chairman





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PURCHASE NURSING EQUIPMENT FROM LAERDAL

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, purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, the vendor selected has a contract with Sourcewell, which Rowan College of South Jersey is a member utilizing contract # 011822-LAE; and

WHEREAS Rowan College of South Jersey intends to enter into contracts with Laerdal in an amount not to exceed \$300,000 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 Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

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 an agreement with Laerdal in an amount not to exceed \$300,000 for nursing hardware, software and associated equipment.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary



RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 12/13/2022

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

(5) Five Full-Time New Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
Instructor I, Nursing & Health Professions	Laura Tolver	Resignation	External Hire	\$62,500.00 per year	1/3/2023	
ACT Care Manager	Gabrielle Razzo	New Position	External Hire	\$19.23 per hour	12/5/2022	
Instructor I, Nursing & Health Professions	Amanda Salvatore	Retirement	Internal Candidate	\$60,000.00 per year	1/3/2023	
Counselor	Raymond DeLuca	Resignation	External Hire	\$14.45 per hour	1/3/2023	
Case Manager, Behavioral Services	Sierra Johnson	New Position	Internal Candidate	\$19.23 per hour	1/3/2022	

(9) Nine Employee Transitions:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
Director, Selective Entry Programs	Samantia Wagner	New Position	Internal Candidate	\$53,000.00 per year	11/19/2022	
Instructor, Wind & Renewable Energy Technology	Michael Lomon	Transfer	Internal Candidate	\$61,375.00 per year (no salary change)	1/1/2023	
Instructor I, Nursing & Health Professions	Roberto Yancz	Reassignment	Internal Candidate	\$50,000.00 per year	1/3/2023	
Team Coordinator V, Academic Services	Laurie Brady	New Position	Internal Candidate	\$15.50 per hour	11/28/2022	
Administrator, Financial Aid	Natasha Severino	Resignation	Internal Candidate	\$40,000.00 per year	11/21/2022	
Director II, Behavioral Services	Kristen Wilson	Title Change	Internal Candidate	\$56,776.35 per year	1/13/2023	
Publications Assistant	Onatrah Fabrigas	Adjustment	Internal Candidate	\$15.26 per hour	7/30/2022	
Executive Director, Apprenticeship Program	Randee Davidson	Title Change	Internal Candidate	\$87,768.52 per year (no change)	1/1/2023	
Assistant Professor, Behavior Science and Law & Social Justice	Dr. Lois Lawson-Bridell	Voluntary Transfer	Internal Candidate	\$80,441.22 per year	1/1/2023	

(3) Three Part-Time Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Men's Basketball Coach- 2nd Assistant	Frank Brown	Resignation	External Hire	\$2,493.00 per year	11/14/2022	
Part-Time Technician, Military Services	Danielle Crawford	New Position	External Hire	\$13.00 per hour	11/21/2022	
Assistant Women's Soccer Coach- 2nd Assistant	Leigh Swietanski	Resignation	External Hire	\$2,493.00 per year	11/21/2022	

(4) Four Market Adjustments:	Title	Name	Rationale	Salary	Effective Date
Security Officer	Mark Higginbotham	Contract Modification	\$16.50 per hour	12/10/2022	
Sergeant	Daniel Lefebvre	Contract Modification	\$16.50 per hour	12/10/2022	
Security Officer	Ronald Rogers	Contract Modification	\$16.50 per hour	12/10/2022	
Security Officer	Richard Wilkins	Contract Modification	\$16.50 per hour	12/10/2022	

(1) One Administrator Promotion	Position	Name	Effective Date
Administrator I, Financial Aid	Kathyl Wilson	12/12/2022	

(2) Two Resignations:	Title	Name	Rationale	Salary	Effective Date
ACT Program Instructor	Jasmine Dickerson	Resignation	\$42,738.00 per year	11/25/2022	
Assistant Dean, STEM	Linda Mahler	Resignation	\$71,238.45 per year	12/30/2022	

(1) One Retirement:	Title	Name	Rationale	Salary	Effective Date
Assistant Professor, STEM	Ali Nanyab	Retirement	\$116,931.31 per year	12/1/2022	

(4) Four Adjunct 2022-2023 New Hires:	Name	Division
Timothy Pool	Behavioral Sciences and Law & Social Justice	
Staci Scheetz	Behavioral Sciences and Law & Social Justice	
Sara Rejmaniak-Koljogichick	Communications and Creative & Performing Arts	
Russell Carney	Communications and Creative & Performing Arts	

(2) Two President's Recommendations:
 Revised - RCSJ Special Services Contract 2022-2023
 [211 Reappointments - List Attached]
 7 Directors with five or more years of service
 14 Non-tenured faculty (10 month) with 3-5 years of service, with recognition of those receiving tenure.

ROWAN COLLEGE of SOUTH JERSEY - GLOUCESTER

Schedule of Special Service Contracts

FISCAL YEAR: 2022 - 2023

STUDENT SERVICES

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Designated International Student Liaison	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00
New Student Orientation Liaison	\$2,500.00

PRESIDENT'S OFFICE

Social Media Liaison	\$3,000.00
Liaison - Institutional Advancement	\$2,500.00
NJ State Special Olympics Liaison (Rowan University)	\$2,500.00
Equity and Recruitment Project	\$5,000.00

ACADEMICS

The SPOT Coordinator	\$1,600.00
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OPERATIONS

COVID-19 Vaccine and Testing Administrator	\$5,000.00
Liaison - Workforce Development Board (Personnel)	\$2,500.00

INFORMATION TECHNOLOGY

Online Campus	\$5,000.00
Chairman - ERP Implementation Team Member	\$10,000.00
ERP Implementation Team Member	\$5,000.00

INTERNSHIP AND CAREER PLANNING

PT/Director/Intern/Scholarship	\$10,000.00
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FINE ARTS

Art Gallery Curator	\$2,500.00
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CHORUS

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



Reappointment of the following NJEA Directors with over five years of service for the 2023-2024 academic year:

Jacqueline Butler, Director I, Student Records
Jane Crocker, Senior Director, Library
Margaret Dower, Director II, Rowan Choice
Cody Miller, Director I, Foundation & Alumni Relations
Deborah Rabottino, Director II, Career Preparation and Experiential Learning
Shawn Rutter, Director I, Advisement & Retention
John Ryder, Director I, Student Affairs & Military Services

Reappointment of the following non-tenured faculty members with a tenure appointment effective as stated for the 2023-2024 academic year:

Erin Brabazon	09/01/2018
Erin Buthusiem	09/01/2018
Sarah Hastings	09/01/2018
Ryan Hoxworth	01/22/2019
Tanya Johnson	09/01/2018
Martha Loglisci	01/01/2019

Reappointment of the following non-tenured faculty members in their third or fourth year of service for the 2023-2024 academic year:

Monica DiMauro	11/18/2019
Eileen Doyle	01/20/2020
Karen Durkin	09/01/2020
Kimberly Henderson	09/01/2019
Emily Maddox	09/01/2019
Alexis Rivell	09/01/2019
Jaclyn Sims	02/03/2020
Dana Teague	04/12/2021

DATE: 12/13/2022

RCSI - CUMBERLAND - PERSONNEL ACTIONS

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

(3) Three Full-Time New Hires:		Name	Rationale	Employment Pool	Salary	Effective Date
Student Development Advisor, NSF		Brianna Smith	New Position	External Hire	\$52,185.00 per year (grant-funded)	12/16/2022
Program Director, Dental Programs		Thomas Garrett	New Position	External Hire	\$70,000.00 per year	1/4/2023
Athletic Trainer		Kaila Boyer	Resignation	External Hire	\$57,000.00 per year	1/4/2023

(9) Nine Employee Transitions:		Name	Rationale	Employment Pool	Salary	Effective Date
Programmer/Analyst		Cristofer Cecola	Retirement	Internal Candidate	\$65,427.00 per year	11/16/2022
Executive Director, Communications & Content Strategy		Renee Post	New Position	Internal Candidate	\$80,000.00 per year	1/3/2023
Student Development Advisor, TRIO/ Student Support Services		Carlos Gonzalez-Munoz	Resignation	Internal Candidate	\$52,185.00 per year (grant-funded)	12/1/2022
Technician, Science Laboratory		Daniel McAtreer	Part-Time to Full-Time	Internal Candidate	\$25.32 per hour (no salary change)	12/16/2022
Assistant Director, Business Development		Lucinda Phillips	Resignation	Internal Candidate	\$52,185.00 per year	12/1/2022
Administrative Assistant, Arts & Innovation Center		Randolph Whitfong	Part-Time to Full-Time	Internal Candidate	\$21.41 per hour	1/3/2023
ACT Program Instructor		David Field	Part-Time to Full-Time	Internal Candidate	\$40,000.00 per year	1/3/2023
Senior Director, Student Accessibility and Support Services		Mercedith Vicente	Title Change	Internal Candidate	\$74,360.00 per year	11/16/2022
Senior Supervisor Displaced Homemakers		Janae Walter	Title Change	Internal Candidate	\$43,377.00 per year (grant-funded)	7/1/2022

(2) Two Part-Time Hires:		Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Women's Basketball Coach- 1st Assistant		Adrian McGriff	Resignation	External Hire	\$2,000.00 per year	10/3/2022
Part-Time Career Advance USA Apprenticeship Success Coach		Vivian Picconi	New Position	External Hire	\$35.00 per hour (grant-funded)	12/16/2022

(2) Two Resignations:		Name	Rationale	Salary	Effective Date
Senior Supervisor, Recruitment		LaToya Gibbons	Resignation	\$52,082.00 per year	12/2/2022
Clinical Education Coordinator, Radiography		AnnMarie Impellizzeri	Resignation	\$50,000.00 per year	1/4/2023

(2) Two Adjunct 2022-2023 New Hires:		Name	Division
Claudia Barbieri			Education and Humanities
Roy Michael Hindemeyer			Education and Humanities



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 PARAMEDIC SCIENCE ON THE CUMBERLAND CAMPUS

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 Paramedic Science on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will be developed in partnership with Inspira Health Network to address industry demands for trained Paramedics; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to enter into a career as a trained Paramedic and advance their career as an Emergency Medical Technician; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer an Associate in Applied Science Degree in Paramedic Science beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN HEALTHCARE SOCIAL SCIENCES ON BOTH CAMPUSES

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 Science degree in Healthcare Social Sciences on both the Cumberland and Gloucester Campuses; and

WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Social Work and continue studies specifically toward practicing Social Work in a healthcare setting; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer an Associate in Science Degree in Healthcare Social Sciences beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN SCIENCE DEGREE IN SOCIAL SERVICE, GERONTOLOGY OPTION ON BOTH CAMPUSES

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 Science degree in Social Service, Gerontology Option on both the Cumberland and Gloucester Campuses; and

WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Social Work and continue studies specifically toward practicing Social Work in a Gerontology setting; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer an Associate in Science Degree in Social Service, Gerontology Option beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE IN ADOLESCENT WELL-BEING ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate in Adolescent Well-being on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Social Service or for those who plan to enhance their education and planning for a career in child support services; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the resolution for Academic Services to offer a Certificate in Adolescent Well-being beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE IN CHILD WELFARE ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate in Child Welfare on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Social Service or for those who plan to enhance their education and planning for a career in child welfare services; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the resolution for Academic Services to offer a Certificate in Child Welfare beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF UP TO \$3 MILLION IN FUNDING FROM THE U.S. DEPARTMENT OF LABOR FOR THE DEPARTMENT OF LABOR NURSING EXPANSION GRANT FOR BOTH CAMPUSES

WHEREAS, The U.S. Department of Labor has announced the Nursing Expansion Grant Program to address bottlenecks in training the United States nursing workforce; and

WHEREAS, the grant period is 60 months beginning in 2023; and

WHEREAS, Rowan College South Jersey offers an A.A.S. in Nursing on both the Gloucester and the Cumberland Campus to prepare students to work as Registered Nurses; and

WHEREAS, the Department of Labor, Rowan College of South Jersey, and our community partners share the goal of expanding the pipeline of nursing professionals through industry driven and worker-centered training and this grant will allow the expansion of the Nursing program on both the Cumberland and Gloucester campuses.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of funding in an amount up to \$3 million from the U.S. Department of Labor for the Department of Labor Nursing Expansion Grant beginning in 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE RCSJ ART COLLECTION'S ACCEPTANCE OF ARTWORK DONATION FROM MR. PAUL STANKARD OF TWO PRINTS BY THE ARTIST MR. JEFF RUSSELL

WHEREAS, Mr. Jeff Russell is an outstanding artist who has created world-renowned artwork and Mr. Paul Stankard wishes to donate pieces of Mr. Russell's artwork to Rowan College of South Jersey; and

WHEREAS, the Rowan College of South Jersey Art Committee has reviewed and approved the submitted artwork for the permanent collection; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the acceptance of the two works of art by Mr. Jeff Russell, donated by Mr. Paul Stankard.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE RCSJ ART COLLECTION'S ACCEPTANCE OF ARTWORK DONATION FROM MR. GEORGE KORN OF THIRTEEN PRINTS BY THE ARTIST MR. RICHARD KEMBLE

WHEREAS, Mr. Richard Kemble was an outstanding artist who created world-renowned artwork and Mr. George Korn, the curator of Mr. Kemble's collection, wishes to donate pieces of Mr. Kemble's artwork to Rowan College of South Jersey; and

WHEREAS, the Rowan College of South Jersey Art Committee has reviewed and approved the submitted artwork for the permanent collection; and

WHEREAS, 5 pieces of Mr. Kemble's artwork, appraised at \$5,000 of total value, will be donated from Mr. George Korn in 2022 and 8 pieces of Mr. Kemble's artwork, appraised at \$5,000 of total value, will be donated from Mr. George Korn in 2023; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the acceptance of the thirteen works of art by Mr. Richard Kemble, donated by Mr. George Korn for 2022 and 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 13, 2022.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





Board of Trustees Policy Synopsis

Reaffirm Policies:

3005 Health, Physical Education, and Recreation
3007 Physical Therapist Assistant Program Non-Represented Staff
3009 Program Review

Background for policy reaffirmations:

The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm the policies as listed above.

Revise Policy:

7005 Code of Ethics for College Employees

Background for policy revision:

This policy was revised to include terminology addressing relationships involving direct report/supervisory level positions.

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**Rowan College
of South Jersey**

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REAFFIRM

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Policy: 3005

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Title: **HEALTH, PHYSICAL EDUCATION, AND RECREATION**

9

Area: Academic Services

10

Approved: 07/01/19

11

Reaffirmed: **TBD**

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Participating in health, physical education, and recreation courses provides students with opportunities to make sound decisions regarding their health and wellness.

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Students taking a health, physical education, and recreation course will be provided with opportunities to make sound decisions regarding components of their health and wellness.

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One (1) course in general Physical Education will be required as partial fulfillment for the associate degree, when appropriate.

22

23

The Physical Education requirement may be waived upon presentation of a medical excuse or written approval from the Vice President of Academic Services, or designee.

24



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

4 **REAFFIRM**

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6 Policy: 3007
7 Title: **PHYSICAL THERAPIST ASSISTANT PROGRAM**
8 **NON-REPRESENTED STAFF***
9 Area: Academic Services
10 Approved: 07/01/19
11 **Reaffirmed: TBD**

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15 Non-represented staff in the Physical Therapist Assistant Program receive the same level of
16 benefits as their represented faculty counterparts with regard to due process, employee
17 entitlements, and organizational opportunities, which include promotions.

18
19 Detailed position descriptions (job specifications) for the Physical Therapist Assistant Program
20 director and clinical education coordinator (inclusive of specifics on release time for
21 coordination of activities) are maintained as permanent records held by the Office of Human
22 Resources per N.J.S.A. 47:3 et seq. (Public Records) and N.J.A.C. 15:3-2.1 (Records Retention).

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35 * In compliance with Element 3E of the *Standards and Required Elements for Accreditation of*
36 *Physical Therapist Assistant Education Programs* as required by The Commission on
37 Accreditation in Physical Therapy Education (CAPTE).
38



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

4 REAFFIRM

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6 Policy: 3009
7 Title: **PROGRAM REVIEW**
8 Area: Academic Services
9 Approved: 07/01/19
10 Reaffirmed: TBD
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14 Program Review is a process that evaluates the status, effectiveness, and progress of academic and
15 non-academic programs and serves to identify the needs, priorities, and future directions of those
16 programs. It is intended to enhance the quality of programs and assist in determining their ability
17 to respond to future challenges and opportunities.
18

19 Program Review includes a data-driven, in-depth analysis of a programs' past performance that is
20 used to inform decision-making in relation to strategic and budget planning, and resource
21 allocation. Program Review is integrated with regional and specialized accreditation processes,
22 student learning outcomes assessment, and departmental action plans to guide the development of
23 programs on a continuous basis.
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25 The President will have ~~develop~~ administrative procedures developed in consultation with
26 faculty, administrators, and other appropriate members of the College community.
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36 References:

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38 Rowan College of South Jersey Administrative Procedure, *3009 Program Review*

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**Rowan College
of South Jersey**

REVISE

Policy: 7005
Title: **CODE OF ETHICS FOR COLLEGE EMPLOYEES**
Area: Human Resources
Approved: 07/01/19, 02/08/22
Reaffirmed: TBD

This code of ethics is intended to establish guidelines and standards of ethical behavior in order to ensure the public’s confidence in the conduct of business and operations of the College. It is applicable to all employees of the College and complies with the requirements of all statutes pertinent to the College, including, but not limited to, the New Jersey Conflicts of Interest Law and the Local Government Ethics Law. Violations of this code of ethics may be cause for disciplinary action up to and including termination.

Definitions

When used in this policy, the words and terms shall be defined as follows, unless the context clearly indicates otherwise:

1. “Board” means the Board of Trustees of Rowan College of South Jersey.
2. “College matter” means any application, award, bid, claim, contract, license, proceeding, resolution, or transaction made by, to, against, or with the College, or which requires any official action by the Board, officers, or employees.
3. “Employee” means any person compensated for full or part-time employment services rendered to the College.
4. “Closely related” is defined to mean spouse; domestic partner; mother; father; sister; brother; biological, adopted, or foster child; stepchild; legal ward; grandparent, grandchild; first cousin; aunt; uncle; niece; nephew; mother-in-law; father-in-law, sister-in-law; brother-in-law; daughter-in-law; son-in-law; grandparent-in-law; grandchild-in-law; or corresponding relatives of the employee’s domestic partner; other persons for whom the employee is legally responsible; and anyone who stood in loco parentis (acting in place of a parent and assuming the parent’s rights, duties, and responsibilities) to the employee as a child.

- 43 5. “Interest” means any personal, financial, economic, property, or other concern
44 amounting to a right, advantage, share, or portion benefiting either directly or
45 indirectly an employee or a closely related person, either singly or in affiliation
46 with any person or party as defined in this policy.
47
- 48 6. “Person or party” means any natural person, association, corporation, estate,
49 partnership, proprietorship, trust, or other legal entity.
50

51 The standards of ethics for College employees are as follows:

- 52
- 53 1. Employees will not have any interest, financial or otherwise, direct or indirect, or
54 engage in any business or transaction or professional activity, which is in
55 substantial conflict with the proper discharge of their duties to the College.
56
- 57 2. Employees will not use their official positions to secure unwarranted privileges or
58 advantages for themselves or others.
59
- 60 3. Employees will not act in their official capacities in any College matter in which
61 the employee or a closely related person of the employee has a direct or indirect
62 financial interest that might reasonably be expected to impair the employee’s
63 objectivity or independence of judgment.
64
- 65 4. Employees will not undertake any employment or engage in any business,
66 transaction, service or professional activity, whether compensated or not, which
67 might reasonably be expected to impair their objectivity or independence of
68 judgment in the exercise of their official duties to the College.
69
- 70 5. Employees will not accept, directly or indirectly, any gift, favor, service, or other
71 things of value under circumstances from which it might reasonably be inferred,
72 or which the Trustees know or have reason to believe, is offered for the purpose
73 of influencing the discharge of their duties as an employee. Nevertheless,
74 employees, during the course of their official duties, may accept meals that are
75 offered as part of a meeting or event so long as all attendees of such meeting or
76 event are also provided such meals. However, in the event that a sponsor of a
77 meeting has pending with the institution a matter on which the employees must
78 act in the exercise of their duties, during the time that the matter is pending, the
79 employees will not accept any meals from any such sponsor.
80
- 81 6. Employees will not knowingly act in any way that might reasonably be expected
82 to create an impression or suspicion among the public, having knowledge of the
83 employees’ acts, that they may be engaged in conduct violative of their trust as
84 public employees.
85
- 86 7. Employees will not appear or negotiate on behalf of a party unaffiliated with the
87 College in any matter before the College, or in any cause or proceeding involving
88 the College before other public agencies. Nothing in this policy will preclude an

89 employee from appearing on behalf of a student, employee, or employee
90 organization of the College.

91
92 8. Employees will not use, or allow to be used, their public office, or any
93 information not generally available to members of the public, which the
94 employees receive in the course of or by reason of their office or employment, to
95 secure financial gain, unwarranted privileges, advantages or employment for
96 themselves, any closely related person, or others with whom the employees are
97 associated.

98
99 9. Employees will not engage in sexual or romantic (amorous) relationships with
100 students for whom the employee has a professional responsibility as an employee
101 of the College, regardless of position/title. Additionally, employees will not
102 engage in sexual or romantic (amorous) relationships with those involving a direct
103 report/supervisory level position.
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129 References:

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131 N.J.S.A. 52:13D-12 et seq. New Jersey Conflicts of Interest Law

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133 N.J.S.A. 40A:9-22.1 et seq. Local Government Ethics Law
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