



Rowan College
of **SOUTH JERSEY**
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES
April 18, 2023

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:33 p.m., which was held in-person on the Cumberland Campus.

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 March 1, 2023, 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. Jennica Bileci
Dr. Bob Bumpus
Mr. Gene Concordia
Mr. Len Daws
Rev. Dr. James Dunkins
Ms. Yolanda Garcia Balicki, Esq.
Ms. Ruby Love
Mr. Ken Mecouch
Dr. Warren Wallace
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Ave’ Altersitz
Dr. Edward Geletka*

Advisor Present:

Mr. Chris Gibson, Esq.

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

Chair Concordia welcomed everyone and acknowledged the presence of Cumberland County Commissioner Victoria Groetsch-Lods, Cumberland College Assembly Chair Iris Torres, and Faculty Senate Chair, Richard Curcio and proceeded to introduce Dr. Keating to begin the Student and Employee Spotlight portion of the agenda.

CUMBERLAND STUDENT AND EMPLOYEE SPOTLIGHT:

Dr. Keating introduced Almarie Jones, Special Assistant to the President, Office of Diversity and Equity and Kenyatta Collins, Executive Director, Cohort Achievement Program (CAP) to introduce the leadership of the following student groups to present their spotlight recipients.

TRIO/SSS Grant - Iris Torres, Director introduced **Allison J. Hillman** who is majoring in Fine Arts with a 3.8 GPA and plans to transfer to Rowan University for Biological Illustration, and continued with **Estefania Gabriel-Gonzales**, a Criminal Justice major with a GPA 3.5, who will pursue the 3+1 program for Justice Studies and allowing her to finish bachelor’s

degree at Rowan University. The students were able to address the Board of Trustees about their unique personal and educational journeys. Both will graduate in May.

Adelante Juntos - Esther Rodriguez, Program Director, presented the following students. Each of them described to the Board of Trustees what the program meant to them and how it helped them to develop into confident students with their objectives set toward their future goals.

Layla Velez, a Biological Science/Health Science major with a 3.743 GPA will graduate in May, plans to transfer to Rowan University with aspirations of becoming a registered nurse and is graduating in May.

Jennifer Osorio, a Biological Science major with a GPA 3.538, plans to attend Rowan University and has set her educational focus on a future career as a veterinarian and is graduating in May.

Nayzeth Garcia Gabino, a Biological Science/Health Science major with a GPA 3.26 plans to transfer to Rowan University to continue her studies and aspires to become an oncologist and will graduate in May.

Las Vias – Esther Rodriguez, Program Director, introduced **Kayla Ortiz** who is majoring in Criminal Justice with a 4.0 GPA and will continue in a 3+1 program in partnership with Rowan University to complete her bachelor’s degree. Her future aspiration is to become an attorney. Kayla shared her impressive experience while at RCSJ-Cumberland.

National Society for Leadership & Success (NSLS) – Dr. Keating introduced Dr. Kelli Slade, Executive Director, Student Services to introduce the following RCSJ Cumberland students as members of the national organization to explain to the Board of Trustees how NSLS helped them on their success journey.

Karen Medina – a Liberal Arts & Social Service major graduating in May with plans to attend Stockton University to pursue social work.

Sarah Webb – a Biological Science/Health Science major and is hopeful to get into the RCSJ nursing program to become a dialysis nurse at her current employer and from there to eventually attain a Bachelor’s of Science degree in Nursing.

Roberta Goodman – is a non-traditional student majoring in Biological Science/Health Science and has applied to attend RCSJ’s nursing program with an anticipated program graduation in 2025. Beyond this milestone, she plans to attend Rowan University to attain a Nurse Practitioner (NP) or Physician Assistant (PA) credential.

RCSJ FACULTY/EMPLOYEE SPOTLIGHT INITIATIVE

Dr. Piccone introduced Faculty Senate Chair Richard Curcio to introduce the following individuals as the Cumberland campus Faculty spotlights for February and April respectively and provided the following statement outlining why each were chosen by their peers for this recognition.

Michelle Swerdlow, Assistant Professor II, STEM Division - February Spotlight

“Ms. Swerdlow is a dedicated faculty member in the STEM division. Michelle started as a full-time faculty member in the midst of the merger with the Gloucester campus, a global pandemic (switching teaching modalities), and changes in the leadership of the STEM division. Despite these challenges, she has been able to serve her students well, teaching a variety of courses from Algebra to Calculus, and she has participated on several committees (Professional Development Committee, Faculty Learning Committee, and Science Fair). She is deserving of recognition for her dedication to her field, to her students, and to the college”.

Dr. Mark Zorzi, Assistant Professor, Business Studies - March Spotlight

“In the classroom, Dr. Zorzi delivers well-prepared, organized lectures using instructional strategies that introduce students to foundational aspects of accounting. He uses "real-life" examples that encourage critical thinking, increase student participation, and facilitate learning. Dr. Zorzi is also the advisor for Alpha Beta Gamma and the Business and Financial Club. What makes Dr. Zorzi especially deserving of this recognition is the fact that this semester (Spring 2023) he is teaching five classes on campus and in-person. His presence on campus four days a week -- both in the mornings and evenings -- demonstrates his commitment to his students and to the college”.

PRESIDENT’S REPORT

In light of the successes of the students recognized this evening, this provided the springboard for Dr. Keating to emphasize that RCSJ is committed to diversity, equity, and inclusion in removing barriers to success. He reminded the Trustees that in addition to the College’s overarching institutional strategic plan there is also a co-strategic action plan for diversity, equity and inclusion that is blended into the operational fiber of RCSJ. Dr. Keating then presented a new college initiative, the Cohort Achievement Program (CAP). CAP gathers the various cohorts across the college into a program that envisions the promotion of student success by removing barriers and advancing equity and inclusion through campus-wide partnerships and community collaborations. (attachment)

Almarie Jones, Special Assistant to the President, Office of Diversity and Equity closed out Dr. Keating’s report. Almarie Jones indicated the students introduced this evening explained what she and her colleagues are trying to do. All the students here have shown that they have and are successful despite the pandemic and other very difficult circumstances. College students today face struggles with finance and housing issues, food insecurity and unsupportive family and friends of their college aspirations. These personalized support programs will hopefully alleviate some of the stress students experience. We must never underestimate the importance of cohort programs on student success. Some good news she wished to share, there are 124 students from these cohorts who will be graduating in May – a very big deal for first generation students and their families.

ACCEPTANCE OF MINUTES

The March 21, 2023 Regular Session Meeting minutes were approved as published.

FINANCE

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

Informational Item: Combined RCSJ Financial Statement and separate campus Financial Statements for the month ending March 31, 2023. (attached)

PLANNING/FACILITIES

Nick Burzichelli, Executive Vice President/COO, presented and explained the items listed below for action and asked for questions. No further explanation was needed.

Informational Item: Campus Safety Crime Statistics -Report – Rowan College of South Jersey Campus Safety Crime Statistics for March 2023 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Bumpus, approving the following items 1 through 6: (resolutions attached)

1. Purchase agreement: Applied Video Technology
2. Lease agreement: Canon
3. Approve agreement: PRN Training Center & Broadway Vocational Technical School LLC
4. Approve agreement: Ferrilli
5. Approve agreement: K&R Vending Services
6. Approve agreement: South Jersey Gas

PERSONNEL

Nick Burzichelli, Executive Vice President/COO, presented the personnel actions – no outstanding questions were received.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Balicki, unanimously approving the Personnel Actions as presented in item 1: (documents and resolutions attached)

1. Personnel Actions and President's Recommendations for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President / Provost, Academic Services went over and briefly explained the items listed for action 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. Approve – A.A. Degree in Liberal Arts: Strategic Campus (Cumberland)
2. Approve – A.S. Degree in Advanced & Continuous Studies
3. Approve – A.S. in Healthcare Social Service
4. Apply, upon award, accept funding: Gloucester County for Workforce Learning Link (WLL) Programs
5. Approve an MOU to accept funding: New Jersey Economic Development Council-Wind Turbine Technician Training I collaboration with Orsted
6. Fall2023 through Summer 2024 Academic Calendar
7. Award Emeriti Status -Ali Navvab
8. Award Emerita Status – Dr. Sylvia Baer

POLICY

Sandy Evans, Director, President's Office reviewed the listed policies and asked if there were questions – none were received.

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

1. Reaffirm Policies:
 - 3101 Academics Honors
 - 3109 Awarding of a Degree Posthumously
 - 3303 Student Attendance
 - 3403 Cooperation with Other County Colleges
2. Revised Policy:
 - 3201 Grants and Sponsored Projects

STUDENT SERVICES

Judy Atkinson, Vice President, Student Services reviewed the successes of the RCSJ March Open Houses and showed the Board of Trustees a brief video highlighting the events. Ms. Atkinson indicated Student Services is focusing on the May commencement and other end of year ceremonies.

BRANCH CAMPUS

Dr. Jim Piccone, Vice President/CAO, Branch Campus

“I just want to thank: Iris Torres, Director, Student Support Service Grant, Esther Rodriguez, Program Director, Hispanic Serving Institution Grants, and Dr. Kellie Slade, Executive Director, Student Services/ National Society for Leadership & Success. They all do a phenomenal job leading and supporting our students. These programs truly increase retention and graduation rates. For the student presenters tonight, thank you for joining us and it’s always nice to take a moment to highlight the accomplishments of our students on campus! The Cohort Achievement Program is a great addition to the college with the support and supervision of Almarie Jones and Kenyatta Collins.

We are moving into commencement season and there is much to do on campus to prepare for all the events leading up to commencement. We are going to use the graduation tent that we had before the pandemic, which is a large tent with plastic windows all around to let light in. Also, we will mount two large TV monitors, so the audience has a better view of the stage”.

INNOVATION & TECHNOLOGY

Josh Piddington, Vice President/CIO, Innovation & Technology, informed the Board that after six months of work both campuses will be moved tomorrow to the same internet provider. A single ISP will provide more speed, band width and will be more cost effective, as well as streamline functionality between campuses.

ROWAN COLLEGE FOUNDATION AT GLOUCESTER

Judy Atkinson presented the Foundation statement on behalf of **Cody Miller**, Director, Foundation & Alumni Relations who was unable to attend the Board meeting.

“The Foundation appreciates the support for the Gala this upcoming Friday. The Foundation have raised over \$70,000 for student scholarships. The Foundation would like to thank the BOT and College Administration for their continued support of our efforts. Please also save the date for the President’s Golf Classic on June 26 in support of the Dan Hill Memorial scholarship. More details will be forthcoming as the event moves closer”.

PUBLIC PORTION


Chair Concordia asked the Faculty and College Assembly representatives for further comment. No further comments were received.

Chair Concordia asked for Public comment, none was received.

ADJOURNMENT

At 7:56 p.m., Trustee Love made a motion, seconded by Trustee Mecouch. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,



Len Daws, Secretary

Notes taken by: M. Resue

Cohort Achievement Programs (CAP)

Mission Statement

The mission of the Cohort Achievement Programs (CAP) is to bridge the achievement and academic gap with the implementation of student engagement through high impact practices to promote inclusive success for students attending Rowan College of South Jersey. The DEI Department works to provide support in the retention and graduation of at-risk students along with providing services that enhance personal growth of each student served. The program initiatives aim to align with the mission, vision, and strategic planning of Rowan College of South Jersey*.

Program Vision

CAP is dedicated to promoting student success and advancing equality and inclusion through campus-wide partnerships and community collaborations.

Core Values

- To provide opportunities for students to engage in reflective, self-directed, personalized relationships that help develop lifelong learning skills.
- To provide support needed to give students the confidence to achieve academically and emotionally.
- To improve student success, retention, graduation, and transfer rates.
- To provide a wellness and holistic approach to students' success. The Department recognizes that a positive psychological well-being plays a key role in academic and personal success. The programs implemented provide a wraparound approach when engaging student support.

*Foundational Excellence Through Diversity, Equity, and Inclusion: A Strategic Action Plan 2021-2024



RECRUITMENT

- Secondary Education
- Post-Secondary Education
- Community Collaboration

UNIVERSITY PARTNERS FOR TRANSFER

- Rowan University
- Wilmington University
- Lincoln University (HBCU)
- Delaware State University (HBCU)
- Rutgers University—Newark (HSI)
- Saint Peter's University (HSI)

EDUCATIONAL & COMMUNITY PARTNERS



Chambers of Commerce • Workforce Partnerships



ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING MARCH 31, 2023

	3/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 18,322,614	\$ 18,780,094	\$ 457,480
Police Academy - Tuition	48,000	54,180	6,180
Fire Academy - Tuition	70,000	57,295	(12,705)
Continuing Education	1,362,500	1,060,632	(301,868)
GCIT	125,000		(125,000)
Fees	12,807,867	11,731,823	(1,076,044)
Out of County	75,000	79,636	4,636
Government Appropriations			
State			
State	11,146,273	7,860,579	(3,285,695)
Police Academy - State Funding	60,000	45,000	(15,000)
Fire Academy - State Funding	9,430	7,073	(2,358)
Continuing Ed - State Funding	107,168	80,376	(26,792)
Act - State Funding	87,500	65,625	(21,875)
County			
EDC - County Funding	15,368,993	9,714,245	(5,654,748)
Rowan Medicine - County Funding	275,000	206,250	(68,750)
Police Academy - County Funding	75,000	56,250	(18,750)
Fire Academy - County Funding	132,245	99,184	(33,061)
ACT Center - County Funding	193,000	144,750	(48,250)
	205,762	154,322	(51,441)
			-
Federal		-	-
Other Revenues	455,500	445,821	(9,679)
Auxiliary Enterprises	796,550	478,884	(317,666)
Administrative Revenue	300,000		(300,000)
Other Revenues	230,000		(230,000)
Drawdown from Unrestricted Fund Balance	1,445,210		(1,445,210)
County Debt Forgiveness	270,000		(270,000)
Cumberland Chargeback			-
Reserve for Admin Systems Fee	(230,076)		230,076
Reserve for Capital Project	462,501		(462,501)
Total Revenues	\$ 64,201,037	\$ 51,122,017	\$ (13,079,020)

Current Operating Expenditures

Instruction - Total	\$ 23,645,007	\$ 15,529,069	\$ 8,115,938
Personnel - FT	10,515,746	7,210,593	3,305,153
Personnel - FT OT, OL, Misc	3,541,753	2,634,834	906,919
Benefits	5,305,447	2,619,466	2,685,981
Personnel - PT	3,979,631	2,848,972	1,130,659
Expenses	302,430	215,204	87,226
Continuing Education - Total	\$ 2,330,434	\$ 1,629,475	\$ 700,959
Personnel - FT	839,647	591,515	248,132
Personnel - FT OT, OL, Misc	225	6,450	(6,225)
Benefits	393,214	237,782	155,432
Personnel - PT	444,291	330,275	114,016
Expenses	653,057	463,453	189,604
Police Academy - Total	\$ 197,938	\$ 152,102	\$ 45,836
Personnel - FT	69,164	53,113	16,051
Personnel - FT OT, OL, Misc	-	-	-
Benefits	35,009	15,998	19,011
Personnel - PT	66,506	64,761	1,745
Expenses	27,259	18,230	9,029
Fire Academy - Total	\$ 204,208	\$ 168,521	\$ 35,687
Personnel - FT	62,988	44,742	18,246
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	31,882	14,020	17,862
Personnel - PT	64,881	79,518	(14,637)
Expenses	38,408	30,241	8,167
Academic Support - Total	\$ 4,190,627	\$ 3,466,847	\$ 723,780
Personnel - FT	2,151,094	1,575,682	575,412
Personnel - FT OT, OL, Misc	70,904	42,446	28,458
Benefits	1,085,439	1,065,529	19,910
Personnel - PT	481,928	385,071	96,857
Expenses	401,262	398,119	3,143
Student Services - Total	\$ 11,460,091	\$ 9,206,240	\$ 2,253,851
Personnel - FT	6,293,315	4,478,448	1,814,867
Personnel - FT OT, OL, Misc	94,666	81,259	13,407
Benefits	3,063,092	3,229,008	(165,916)
Personnel - PT	829,201	613,830	215,371
Expenses	1,179,817	803,695	376,122
Institutional Support - Total	\$ 11,906,978	\$ 9,270,436	\$ 2,636,542
Personnel - FT	4,794,785	3,571,571	1,223,214
Personnel - FT OT, OL, Misc	23,500	116,103	(92,603)
Benefits	2,429,466	2,569,933	(140,467)

Personnel - PT	179,628	143,947	35,681
Expenses	4,479,599	2,868,882	1,610,717
Operating & Maintenance - Total	\$ 9,629,430	\$ 7,087,408	\$ 2,542,022
Personnel - FT	2,014,812	1,341,669	673,143
Personnel - FT OT, OL, Misc	79,439	90,508	(11,069)
Benefits	1,016,988	859,308	157,680
Personnel - PT	112,685	98,800	13,885
Expenses	6,405,506	4,697,123	1,708,383
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	319,201	\$ 95,456
Auxiliary Enterprises	\$ 100,917	106,568	\$ (5,651)
Debt Payments	\$ 120,750	120,750	\$ -
Total Operating Expenditures	\$ 64,201,037	\$ 47,056,617	\$ 17,144,420

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING MARCH 31, 2023
Gloucester Campus

	3/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 13,303,132	\$ 13,437,734	\$ 134,602
Police Academy - Tuition	48,000	54,180	6,180
Fire Academy - Tuition	70,000	57,295	(12,705)
Continuing Education	725,000	449,375	(275,625)
GCIT	125,000		(125,000)
Fees	9,469,971	8,459,890	(1,010,081)
Out of County	25,000	22,456	(2,544)
Government Appropriations			
State	6,888,508	5,051,865	(1,836,644)
Police Academy - State Funding	60,000	45,000	(15,000)
Fire Academy - State Funding	9,430	7,073	(2,358)
Continuing Ed - State Funding	107,168	80,376	(26,792)
Act - State Funding	87,500	65,625	(21,875)
County	8,118,993	6,089,245	(2,029,748)
EDC - County Funding	275,000	206,250	(68,750)
Rowan Medicine - County Funding	75,000	56,250	(18,750)
Police Academy - County Funding	132,245	99,184	(33,061)
Fire Academy - County Funding	193,000	144,750	(48,250)
ACT Center - County Funding	205,762	154,322	(51,441)
			-
Federal		-	-
Other Revenues	87,000	298,869	211,869
Auxiliary Enterprises	488,300	208,944	(279,356)
Administrative Revenue	300,000		(300,000)
Other Revenues	230,000		(230,000)
Drawdown from Unrestricted Fund Balance	1,445,210		(1,445,210)
County Debt Forgiveness	270,000		(270,000)
Cumberland Chargeback			-
Reserve for Admin Systems Fee	(230,076)		230,076
Reserve for Capital Project	(230,076)		230,076
Total Revenues	\$ 42,279,067	\$ 34,988,681	\$ (7,290,386)
Current Operating Expenditures			
Instruction - Total	\$ 16,403,585	\$ 10,554,854	\$ 5,848,731
Personnel - FT	7,610,886	5,177,366	2,433,520
Personnel - FT OT, OL, Misc	2,249,253	1,839,584	409,669
Benefits	3,852,401	1,565,991	2,286,410
Personnel - PT	2,506,065	1,843,853	662,212

Expenses	184,980	128,060	56,920
Continuing Education - Total	\$ 1,592,713	\$ 1,085,214	\$ 507,499
Personnel - FT	603,893	440,292	163,601
Personnel - FT OT, OL, Misc	225	2,400	(2,175)
Benefits	305,672	138,828	166,844
Personnel - PT	245,540	167,053	78,487
Expenses	437,384	336,641	100,743
Police Academy - Total	\$ 197,938	\$ 152,103	\$ 45,835
Personnel - FT	69,164	53,113	16,051
Personnel - FT OT, OL, Misc	-	-	-
Benefits	35,009	15,999	19,010
Personnel - PT	66,506	64,761	1,745
Expenses	27,259	18,230	9,029
Fire Academy - Total	\$ 204,208	\$ 168,522	\$ 35,686
Personnel - FT	62,988	44,742	18,246
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	31,882	14,020	17,862
Personnel - PT	64,881	79,519	(14,638)
Expenses	38,408	30,241	8,167
Academic Support - Total	\$ 2,921,694	\$ 2,528,407	\$ 393,287
Personnel - FT	1,492,310	1,107,529	384,781
Personnel - FT OT, OL, Misc	58,304	42,446	15,858
Benefits	755,362	812,638	(57,276)
Personnel - PT	292,632	238,864	53,768
Expenses	323,087	326,930	(3,843)
Student Services - Total	\$ 7,598,607	\$ 6,396,689	\$ 1,201,918
Personnel - FT	4,134,585	2,953,999	1,180,586
Personnel - FT OT, OL, Misc	88,166	62,519	25,647
Benefits	2,092,802	2,413,700	(320,898)
Personnel - PT	426,472	337,625	88,847
Expenses	856,581	628,846	227,735
Institutional Support - Total	\$ 6,802,316	\$ 5,873,437	\$ 928,879
Personnel - FT	3,002,910	2,219,239	783,671
Personnel - FT OT, OL, Misc	3,000	70,995	(67,995)
Benefits	1,519,982	1,864,603	(344,621)
Personnel - PT	65,010	101,431	(36,421)
Expenses	2,211,414	1,617,169	594,245
Operating & Maintenance - Total	\$ 6,038,006	\$ 4,580,026	\$ 1,457,980
Personnel - FT	1,941,403	1,287,691	653,712
Personnel - FT OT, OL, Misc	79,439	89,969	(10,530)
Benefits	982,680	839,282	143,398
Personnel - PT	89,478	84,833	4,645
Expenses	2,945,007	2,278,251	666,756
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	319,201	\$ 95,456
Auxiliary Enterprises	\$ 20,817	40,052	\$ (19,235)
Debt Payments	\$ 84,525	84,525	\$ -
Total Operating Expenditures	\$ 42,279,067	\$ 31,783,030	\$ 10,496,037

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING March 31, 2023

	3/31/2023		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 5,019,482	\$ 5,342,360	\$ 322,878
Continuing Education	637,500	611,257	(26,243)
Fees	3,337,896	3,271,933	(65,963)
Out of County (Charge back)	50,000	57,180	7,180
	-		-
Government Appropriations			
State	4,257,765	2,808,714	(1,449,051)
County	7,250,000	3,625,000	(3,625,000)
Other Revenues			
Auxiliary Enterprises	368,500	146,952	(221,548)
	308,250	269,940	(38,310)
Reserve Capital Proj	692,577		(692,577)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			-
Federal (CARES Act)	-	-	-
Total Revenues	\$ 21,921,970	\$ 16,133,336	\$ (5,788,634)
Current Operating Expenditures			
Instruction - Total	\$ 7,241,422	\$ 4,973,866	\$ 2,267,556
Personnel - FT	2,904,860	2,033,226	871,634
Personnel - FT OT, OL, Misc	1,292,500	795,250	497,250
Benefits	1,453,046	1,053,475	399,571
Personnel - PT	1,473,566	1,005,119	468,447
Expenses	117,450	86,796	30,654
Continuing Education - Total	\$ 737,720	\$ 544,261	\$ 193,459
Personnel - FT	235,754	151,223	84,531
Personnel - FT OT, OL, Misc	-	4,050	(4,050)
Benefits	87,542	98,954	(11,412)
Personnel - PT	198,751	163,222	35,529
Expenses	215,673	126,812	88,861
Academic Support - Total	\$ 1,268,932	\$ 938,440	\$ 330,492
Personnel - FT	658,784	468,153	190,631
Personnel - FT OT, OL, Misc	12,600	-	12,600
Benefits	330,077	252,891	77,186
Personnel - PT	189,296	146,207	43,089
Expenses	78,175	71,189	6,986

Student Services - Total	\$ 3,861,486	\$ 2,809,551	\$ 1,051,935
Personnel - FT	2,158,730	1,524,449	634,281
Personnel - FT OT, OL, Misc	6,500	18,740	(12,240)
Benefits	970,290	815,308	154,982
Personnel - PT	402,729	276,205	126,524
Expenses	323,237	174,849	148,388
Institutional Support - Total	\$ 5,104,661	3,396,999	\$ 1,707,662
Personnel - FT	1,791,875	1,352,332	439,543
Personnel - FT OT, OL, Misc	20,500	45,108	(24,608)
Benefits	909,484	705,330	204,154
Personnel - PT	114,618	42,516	72,102
Expenses	2,268,184	1,251,713	1,016,471
Operating & Maintenance - Total	\$ 3,591,424	\$ 2,507,382	\$ 1,084,042
Personnel - FT	73,409	53,978	19,431
Personnel - FT OT, OL, Misc	-	539	(539)
Benefits	34,308	20,026	14,282
Personnel - PT	23,207	13,967	9,240
Expenses	3,460,500	2,418,872	1,041,628
Debt Service	\$ 36,225	36,225	\$ -
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 80,100	66,515	\$ 13,585
Total Operating Expenditures	\$ 21,921,970	\$ 15,273,239	\$ 6,648,731

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: April 4, 2023
SUBJECT: **CRIME STATISTICS for the month of March 2023**

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	1 Incidents	0 Incidents
Criminal Mischief	0 Incidents	0 Incidents
Receiving Stolen Property	0 Incidents	0 Incidents
False Public Alarms	2 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	1 Incidents	1 Incidents
Fire	0 Incidents	0 Incidents
Medical Assist/Incidents	3 Incidents	0 Incidents
Other Incidents	1 Incidents	0 Incidents



RESOLUTION TO AUTHORIZE CONTRACT BETWEEN APPLIED VIDEO TECHNOLOGY 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, 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 intends to enter into contracts with National Cooperative Vendor, Applied Video Technology, 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 college will purchase audio visual items, associated hardware, and installation from Applied Video Technology as per quote number AVTQ25431-02 in the amount of \$41,097.00 using OMNIA contract R200803.

WHEREAS, the financial obligation will be paid from the New Jersey Wind Turbine Technician Training Program Grant; 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 Rowan College of South Jersey hereby authorizes the purchase of audio-visual items, associated hardware, and installation from Applied Video Technology using OMNIA Partners Contract number R200803 in the amount of \$41,097.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chairperson

Attested: 
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN CANON 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, 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 intends to enter into contracts with National Cooperative Vendor, Canon, 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 college administration will enter into a 60 month lease agreement for the replacement of 25 copiers and 1 kiosk at a cost of \$13,379.01 quarterly, paid over 20 quarters, with Canon, for the period beginning July 1, 2023 and ending June 30, 2028 using OMNIA contract 18-020-LG; and

WHEREAS, the fleet contract includes all service and maintenance with an allowance of 750,000 black and white copies per month; and

WHEREAS, the financial obligation will be paid from institutional funds; 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 Rowan College of South Jersey hereby authorizes the lease of 25 copiers from Canon under the OMNIA Partners Contract number 18-020-LG in the amount of \$53,516.04 annually or \$267,580.20 over the 60-month contract term.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chairperson





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE CERTIFIED NURSE AIDE TRAINING TO PRN TRAINING CENTER AND BROADWAY VOCATIONAL TECHNICAL SCHOOL LLC

WHEREAS, Rowan College of South Jersey has a need to acquire Certified Nurse Aide Training Services; and

WHEREAS, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

WHEREAS, two (2) proposals were received and publicly opened; and

WHEREAS, the College's administration has determined that PRN Training Center and Broadway Vocational Technical School LLC have met the criteria as specified; and

WHEREAS, the financial obligation will be paid from institutional funds; 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 PRN Training Center and Broadway Vocational Technical School LLC to provide Certified Nurse Aide Training Services on an as needed basis for FY24 and FY25 with an option to extend for two additional years of FY26 and FY27.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chairperson





RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PAYROLL CONSULTING

WHEREAS, the Rowan College of South Jersey has a need to engage with a consultant to facilitate the Cumberland payroll transition from a bi-weekly cycle to a bi-monthly cycle; and

WHEREAS, the provisions of County Contract Law, specifically 18A:64A-25.5 (15), allows for the award of non-fair and open contracts in excess of the bid threshold for "Professional consulting services"; and

WHEREAS, the college administration has determined that Ferrilli can perform the necessary professional consulting services on a timely basis; and

WHEREAS, Ferrilli has agreed to perform the necessary services for an estimated amount of \$54,600; and

WHEREAS, the financial obligation will be paid from approved ERP funds; 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 Ferrilli in the amount of \$54,600 for professional consulting services necessary to transition the Cumberland payroll from bi-weekly to bi-monthly.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLAGE OF SOUTH JERSEY TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE VENDING SERVICES TO K&R VENDING SERVICES

WHEREAS, Rowan College of South Jersey has a need to acquire a contract for vending services for the Cumberland and Gloucester campuses; and

WHEREAS, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

WHEREAS, two (2) proposals were received and publicly opened; and

WHEREAS, K&R Vending Services has properly submitted a proposal providing for a commission rate of 26%; and

WHEREAS, the College's administration has determined that K&R Vending Services has met the criteria as specified; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with K&R Vending Services for a period of July 1, 2023, to June 30, 2025 with the option to extend for two additional years at the discretion of the college.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chairperson

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING AN AGREEMENT WITH SOUTH JERSEY GAS FOR GAS MAIN RELOCATION

WHEREAS, Rowan College of South Jersey has a need to relocate a two-inch-high pressure gas main as part of the Nursing and Health Professions Center addition project; and

WHEREAS, South Jersey Gas has agreed to relocate the gas main and associated hardware for a cost not to exceed \$55,000; and

WHEREAS, South Jersey Gas agrees to provide all design services and to obtain all permits and licenses that may be necessary to complete the work; and

WHEREAS, the financial obligation will be paid from the Securing our Children's Future Bond; 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 execute and enter into the agreement with the South Jersey Gas for gas main relocation as per agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair



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

(1) One Full-Time New Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Security Officer	David Cruz	Resignation	External Hire	\$16.50 per hour	4/10/2023

(6) Six Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Team Coordinator V Student Records Safety & Security Administrative Officer Enrollment Coach	Jacqueline Rizo Daniel Lefebvre Tonichia Soriano	Reassignment New Title Voluntary Transfer	Internal Candidate Internal Candidate Internal Candidate	\$21.51 per hour (no salary change) \$40,000.00 per year \$41,718.00 per year	4/11/2023 4/24/2023 4/24/2023
*Associate Accountant	Doana Silvia	Dual Campus	Internal Candidate	\$40,800.00 per year	4/24/2023
*Team Coordinator, Level V	Anna Maria Shultz	Dual Campus	Internal Candidate	\$22.45 per hour	4/27/2023
Executive Director, Human Resources	Coryndi McFadden	Contract Modification	Internal Candidate	\$91,761.51 per year	4/24/2023

***Shared Services Agreement - Cumberland Campus - Chargeback**

(4) Three Part-Time Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Men's Baseball Coach- 2nd Assistant	Austin Darrow	Resignation	External Hire	\$2,532.00 per year	4/2/2023
Part-Time Science Laboratory Technician	Grace Cibell	Resignation	External Hire	\$17.38 per hour	4/17/2023
Part-Time Science Laboratory Technician	Aaliya Pocco	Resignation	External Hire	\$17.38 per hour	5/1/2023

(2) Two Resignations:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Outreach Recruiter	Victoria Hernandez	Resignation	External Hire	\$40,000.00 per year	3/24/2023
Assistant Director, Financial Aid	Paul Rosch	Resignation	External Hire	\$54,306.60 per year	4/14/2023

(1) One Personal Leave:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Associate Professor, Nursing	Carolyn Mosley	Unpaid Leave of Absence	External Hire	\$40,000.00 per year	9/1/2023 - 6/30/2024

(4) Four Adjunct 2022-2023 New Hires:

Name	Division
David Nale	Business Studies
David Lopez	Business Studies
Barbara Harry	Nursing & Health Professions
Nicolete Quick	Nursing & Health Professions

(2) Two President Recommendations:

RCSI Adjust Rate - \$750.00 effective July 1, 2023
2022-2023 - Revision - Special Services Contract

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

Liaison - Gloucester Workforce Development Board	\$5,500.00
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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

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 4/18/2023

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

(2) Two Employee New Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Lab Manager, Nursing & Health Professions	Jill Aunsto	Resignation	External Hire	\$50,000.00 per year	5/1/2023
Program Director, Dental Programs	Judith Zirkle	Resignation	External Hire	\$70,000.00 per year	5/1/2023

(6) Six Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Administrative Specialist, CTE	Ramaia Haddon	Part-Time to Full-Time	Internal Candidate	\$18.96 per hour	4/1/2023
*Senior Supervisor, Student Life & Alumni Relations	Candice Powell-Caldwell	Reassignment	Internal Candidate	\$43,377.00 per year	4/16/2023
Executive Director, Grant	Claudia Carozza	Market Adjustment	Internal Candidate	\$86,496.00 per year	4/16/2023
Accounts Payable Accounting Associate	James Morris	Title Change	Internal Candidate	\$45,000.00 per year	5/1/2023
Staff Accountant	Dina Jeffries	Title Change	Internal Candidate	\$48,500.00 per year	5/1/2023
Director, Accounting Services	Tracy Bucher	Title Change	Internal Candidate	\$55,000.00 per year	5/1/2023

*Shared Services Agreement - Gloucester Campus - Chargeback

(1) One Part-Time Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Evening Technical Support	Jacqueline Romeo	Resignation	External Hire	\$17.00 per hour	4/1/2023

(2) Two Resignations:

Title	Name	Rationale	Salary	Effective Date
Associate Dean, Clinical Studies in Nursing & Health Professions	Tamcka Scott	Resignation	\$75,000.00 per year	4/17/2023
Student Development Advisor, NSF	Yaira Flores	Resignation	\$52,185.00 per year	4/6/2023

(1) One Acting Role- Temporary Position:

Title	Name	Effective Date
Acting Program Director, Practical Nursing	Stella Barber	4/18/2023

(1) One President Recommendation:

RCSJ Adjusted Pay - \$750.00 effective July 1, 2023



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO UPDATE THE NAME OF THE ASSOCIATE IN ARTS DEGREE LIBERAL ARTS: DIGITAL COMMUNICATIONS OPTION TO ASSOCIATE IN ARTS DEGREE LIBERAL ARTS: STRATEGIC AND DIGITAL COMMUNICATION 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 update the name of an Associate in Arts degree in Liberal Arts: Digital Communications Option to an Associate in Arts degree in Liberal Arts: Strategic and Digital Communication on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2024; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Strategic and Digital Communications and prepare students to enter numerous fields in Strategic and Digital Communications and better represents the focus of the degree program option; 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 update the name of the offer an update the name of an Associate in Arts degree in Liberal Arts: Digital Communications Option to an Associate in Arts degree in Liberal Arts: Strategic and Digital Communication on the Cumberland Campus beginning September 1, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


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 DATA ANALYTICS PATHWAY IN THE ASSOCIATE IN SCIENCE DEGREE IN ADVANCED AND CONTINUOUS STUDIES 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 a Data Analytics pathway in the existing Associate in Science Degree in Advanced and Continuous Studies on both the Cumberland and Gloucester Campuses; and

WHEREAS, this 3+1 partnership in accordance with Rowan University will be offered beginning September 1, 2023; and

WHEREAS, this program will provide concentrated study in education for those who plan to pursue a baccalaureate degree in Data Analytics and continue their studies at Rowan University to obtain their Bachelor of Science degree in Data Analytics; 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 a Data Analytics pathway in the existing Associate in Science Degree in Advanced and Continuous Studies beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


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 SERVICE 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 Service on both the Cumberland and Gloucester Campuses; and

WHEREAS, this program will be offered beginning September 1, 2024; 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 Service beginning September 1, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY AND UPON AWARD, ACCEPT THE ADDITIONAL FUNDING FROM THE COUNTY OF GLOUCESTER FOR THE WORKFORCE LEARNING LINK (WLL) PROGRAMS FOR THE GLOUCESTER CAMPUS

WHEREAS, Rowan College of South Jersey's (RCSJ) Board of Trustees hereby certifies that permission is granted to apply and upon award, accept additional funding for Workforce Learning Link (WLL) Programs for the period of August 17, 2022 – June 30, 2023 in the amount of \$34,500 for the Gloucester camps; and

WHEREAS, this program is designed to provide training in English language skills, High School Equivalency preparation, financial literacy, computer literacy and employability skills. The goal of the program is to increase participants' overall readiness to enter the workforce. Services offered through this program are funded by the Gloucester County Workforce Development Board and the State of New Jersey Department of Labor and Workforce Development; and

WHEREAS, the initial funding for this program was approved by the RCSJ Board of Trustees on February 9, 2022 and this additional funding will bring the total amount awarded to RCSJ to \$56,500; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes permission to apply and upon award, accept additional funding from the County of Gloucester for the Workforce Learning Link (WLL) Programs for the period of August 17, 2022 – June 30, 2023 in the amount of \$34,500 for the Gloucester Campus.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES FOR APPROVAL TO ENTER INTO AN MOU AND
ACCEPT FUNDING FROM THE NEW JERSEY ECONOMIC DEVELOPMENT
AUTHORITY FOR WIND TURBINE TECHNICIAN PROGRAMMING FOR
BOTH CAMPUSES**

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services on both of the RCSJ campuses to enter into a memorandum of understanding to accept funding from the New Jersey Economic Development Authority; and

WHEREAS, this funding will allow for the development and provision of new wind training programming for Wind Turbine Technician training programs in collaboration with Orsted; and

WHEREAS, the period of the program will be from July 1, 2023 through December 31, 2023, in the amount up to \$250,000; and

WHEREAS, funds will be utilized to design and develop new training programming to and provide intensive Wind Turbine Technician programming and support up to 25 students in the program; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes Academic Services enter into a memorandum of understanding to accept funding from the New Jersey Economic Development Authority in the amount up to \$250,000 for the period of July 1, 2023 through December 31, 2023 to develop and provide intensive Wind Turbine Technician Training for up to 25 students in collaboration with Orsted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, April 18, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE ACADEMIC CALENDAR FOR FALL 2023 THROUGH SUMMER 2024

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

WHEREAS, the campuses are aligning the academic calendars for both campuses for faculty, staff and students; and

WHEREAS, the academic calendar will allow for a variety of course delivery start options throughout the academic year to permit flex start class schedules for students to choose from; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the new Rowan College of South Jersey Academic Calendar for Fall 2023 through Summer 2024 be implemented.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 18, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY AWARDING RANK OF PROFESSOR EMERITI-GLOUCESTER CAMPUS

Ali Navvab

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Ali Navvab be awarded the rank of Professor Emeritus. Professor Navvab came to Gloucester County College (RCSJ) thirty-four years ago; and

WHEREAS, Ali Navvab made numerous contributions during his years at the college such as developing the first Engineering program, physical laboratory and experiments for students, obtained several National Science Foundation grants to support students, organized scholarships for students and served on countless committees throughout the college. Professor Navvab has also expanded the curriculum for Engineering students by working with the American Society for Engineering Education to share new designs and ideas with the students; and

WHEREAS, Professor Navvab has been a valued mentor and guide among his colleagues and the entire college community through his demonstration of dignity and respect shown to all who have encounter him and has taught and influenced the lives of thousands of students through his admirable commitment and devotion to them; and

NOW, THEREFORE, BE IT RESOLVED that in recognition of his thirty-four years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Ali Navvab be awarded the rank of Professor Emeritus, including all the rights and privileges thereof; and

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Ali Navvab as a token of the Board's recognition and appreciation for his services.

ADOPTED at the meeting of the Board of Trustees of Rowan College of South Jersey held on April 18, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY AWARDING RANK OF PROFESSOR EMERITA-GLOUCESTER CAMPUS

Dr. Sylvia Baer

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Dr. Sylvia Baer be awarded the rank of Professor Emerita; and

WHEREAS, Dr. Baer came to Gloucester County College (RCSJ) thirty-four years ago and made numerous contributions during her years at the college. Dr. Baer has created and maintained a global following of fans for her memoirs that she publishes near daily, has been a Yale fellow since 2018, is the Poet Laureate of Cape May, is the editor of an internal journal, is the host of a NJTV show titled, "Town Watch with Sylvia Baer" and ran a national poetry competition that led to a published journal; and

WHEREAS, Dr. Baer had had a profound influence on the RCSJ community. When Dr. Baer walks into a room, she has an innate ability to make each person in a room, including her peers and students, feel seen, valued, and accepted. Dr. Baer has taught and influenced the lives of thousands of students by demonstrating steadfast dedication and passion for her work; and

NOW, THEREFORE, BE IT RESOLVED that in recognition of her thirty-four years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Dr. Sylvia Baer be awarded the rank of Professor Emerita, including all the rights and privileges thereof; and

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Dr. Sylvia Baer as a token of the Board's recognition and appreciation for her services.

ADOPTED at the meeting of the Board of Trustees of Rowan College of South Jersey held on April 18, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair





Board of Trustees Policy Synopsis

Reaffirm Policy:

- 3101 Academic Honors**
- 3109 Awarding of a Degree Posthumously**
- 3303 Student Attendance**
- 3403 Cooperation with Other County Colleges**

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:

- 3201 Grants and Sponsored Projects**

Background for policy revision:

This policy was revised to reformat the verbiage. No content was revised.



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

4 **REAFFIRM**

5 Policy: 3101
6 Title: **ACADEMIC HONORS**
7 Area: Academic Services
8 Approved: 07/01/19
9 **Reaffirmed: TBD**

10
11
12 Where students demonstrate outstanding academic achievement, they will receive the
13 honor of being included, in a given semester, on the President's List for the College or
14 the Dean's List for their division.

15
16 Students maintaining a 3.750 overall G.P.A. will receive graduation honors.

17
18 An indication of these achievements will be placed on each student's permanent record.

19
20 The President will approve administrative procedures for academic honors in consultation
21 with the **Provost &** Vice President for Academic Services and the faculty.

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37 **References:**

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39 Rowan College of South Jersey Administrative Procedure, *3101 Academic Honors*
40



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

4 **REAFFIRM**

5 Policy: 3109
6 Title: **AWARDING A DEGREE POSTHUMOUSLY**
7 Area: Academic Services
8 Approved: 11/10/20
9 **Reaffirmed: TBD**

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11
12 The College honors and respects the academic effort of all its students and, in extraordinary
13 circumstances, the Board of Trustees may award a posthumous degree, a special type of
14 honorary degree, to a student who has passed away prior to completing all degree requirements.

15
16 The President will have administrative procedures developed to establish the process and criteria
17 for awarding a degree posthumously.

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36 References:

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38 Rowan College of South Jersey Administrative Procedure, *3109 Awarding of a Degree*
39 *Posthumously*



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

4 REAFFIRM

5
6 Policy: 3303
7 Title: **STUDENT ATTENDANCE**
8 Area: Academic Services
9 Approved: 07/01/19
10 Reaffirmed: TBD

11
12 Students attain maximum academic benefit through regular class attendance. Nothing else has
13 yet been discovered to replace the value of daily, cumulative, educational growth that results
14 from regular participation in class. This is especially true where ideas, concepts, points of view,
15 social development, confidence, knowledge, and success derive from the interaction of students
16 and faculty.

17
18 Attendance has a direct impact on financial aid for students and financial revenues for the
19 College; the eligibility status for student-athletes; the successful completion of educational
20 foundations courses; and student grades determined by each instructor consistent with his/her
21 stated policy in the course syllabi/outline.

22
23 Additionally, changes to federal financial aid regulation in recent years have highlighted the
24 importance of accurate reporting on student attendance and participation in all courses, including
25 distance education courses (online and hybrid/blended courses).

26
27 The President will have administrative procedures developed for accurate and timely student
28 attendance reporting.

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35 **References:**

36
37 Rowan College of South Jersey Administrative Procedure, *3303 Student Attendance* and
38 *8205 Student Attendance Documentation*

39
40 Rowan College of South Jersey Board of Trustees Policy Manual, *8205 Student Attendance*
41 *Documentation*



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

4 REAFFIRM

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7 Policy: 3403
8 Title: **COOPERATION WITH OTHER COUNTY COLLEGES**
9 Area: Academic Services
10 Approved: 07/01/19
11 Reaffirmed: TBD
12
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14 The President may partner with any county college to determine the advisability of
15 cooperative relations in the establishment of any college programs that would benefit the
16 colleges concerned.

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**Rowan College
of South Jersey**

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REVISE

7

Policy: 3201

8

Title: **GRANTS AND SPONSORED PROJECTS**

9

Area: Academic Services

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Approved: 07/01/19

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Revised: TBD

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The Rowan College of South Jersey (“College”) recognizes the value of engaging in grants and sponsored projects, as well as contract programs when they are consistent with the institution’s mission, goals, and strategic plan. The College encourages all members of the staff to consider participating in such programs as they relate to their own areas.

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20

Ideas for grants, sponsored projects, and/or contracts may originate at any level.

21

22

To this end, the College has established administrative procedures and an organizational structure to ensure the following: these efforts are coordinated;~~;~~ ~~grant requirements are properly recorded,~~ reports are filed in a timely manner;~~;~~ and grant requirements meet federal, state, and local laws.

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References:

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Rowan College of South Jersey, Administrative Procedure, *3201 Grants and Sponsored Projects*

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