



**BOARD OF TRUSTEES MEETING – MAIN CAMPUS
Regular & Closed Session Minutes**

**REGULAR SESSION MINUTES
September 17, 2024**

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:32 p.m., held on the Gloucester Campus.

Meg Resue, Chief of Staff 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 December 4, 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
Mr. Bob Bumpus
Ms. Danielle Carroll
Mr. Gene Concordia
Mr. Len Daws
Dr. Edward Geletka
Mr. Greg Loperголо
Mrs. Ruby Johnson
Dr. Warren Wallace
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mr. Douglas Wills, Esq.

Chair Gene Concordia welcomed Commissioner Joann Gattinelli, the Faculty Senate Chair, the SGA President and everyone else present for the meeting.

STUDENT RECOGNITION

Men of Color Academy (MOCA)

Kenyatta Collins, Dean, Academy of Student Enrichment presented the following students:

- Derrick Corbin – Business Administration and Athlete Alliance Member -Track
- Gary Boyd (Rowan Choice Student) – Health & Physical Education and Athlete Alliance Member -Track
- Lauren Phelps (Rowan Choice Student) – Radio, TV & Film and Athlete Alliance Member -Wrestling

RCSJ STEM Students - Dr. Brenden Rickards presented the following students

Rowan University Chemical Assistantship Training (R2CAT) Program

- Farshad Shairmohamed – International student, Blackwood, NJ, Majoring in Nutrition
- Andre Castro – Sewell, NJ, Majoring in Pre-Pharmacy

Adirondacks Geology Course & Research Trip

- Brooklynn McGough – Williamstown, NJ, High School student
- Valentina Moncayo Orbe – Sewell, NJ, Majoring in Environmental Science

NJ Career Accelerator Internship Grant Program in Veterinary Medicine

- Dani Leoni – Williamstown, NJ, Majoring Equine Science-Pre-Vet

All the students who wished to had an opportunity to share their unique stories and plans for the future with the Trustees, after which pictures were taken with the Board and family members, if present.

FACULTY SPOTLIGHT RECOGNITION

Faculty Senate Chair, Dr. Natalka Pavlovsky introduced Bryan Buttler, Assistant Professor and spoke to all of Mr. Buttler’s many contributions to the College over the years in support of student learning and inclusive academics. Assistant Professor Buttler addressed the Board and thanked them for their support.

After the student and faculty recognition, there was a five (5) minute break taken. The meeting resumed at 7:10pm.

PRESIDENT’S REPORT

Dr. Keating discussed the 2024 President’s Report booklet, and each Trustee received a hard copy to take home and review at their leisure (attachment). In addition, he explained the Pathway to Construction Trades and Management, as well as the proposed Gloucester CTE building expansion to house the School of Technical Studies – Construction Trades Program (attachment).

ACCEPTANCE OF MINUTES

The July 30, 2024 Regular Session/Closed Session Meeting Minutes were approved as presented.

FINANCE

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the financial statements as listed below, which had been vetted by the RCSJ Board of Trustees Finance, Planning and Facilities Committee.

Informational Item: RCSJ Financial Statements for the Gloucester and Cumberland campuses for the month ending June 30, 2024. (attached)

PLANNING/FACILITIES

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the Campus Safety report and noted there was one incident in July on the Gloucester Campus. Mr. Burzichelli introduced Ferrelli Consultant, Mr. Dan Mongeluzi to provided clarity and details regarding item 4, below prior to the Trustees' taking formal action.

Informational Item: RCSJ Campus Safety Crime Statistics for July and August 2024 (attached). On the recommendation of the President, Trustee Bileci made a motion, seconded by Trustee Lopergolo, unanimously approving the items listed below, 1 through 6 as presented. (resolutions attached)

1. Construction Contract – Arthur J. Ogren – Rowan-Virtua Nursing Building
2. Applied Video Technology – Learning Commons Renovation
3. Applied Video Technology – Audio visual items/hardware & installation
4. Professional Consulting Services - Ferrilli
5. Krueger International – Furniture purchase
6. TTI Environmental – Environmental goods and services

PERSONNEL

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the personnel actions.

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

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Report Summary: **Dr. Brenden Rickards**, VP & Provost, Academic Services
Dr. Rickards presented academic items for approval and provided the Trustees with the status of the Radiography Program, CODA and Middle States activities.

On the recommendation of the President, Trustee Carroll made a motion, seconded by Trustee Abele, approving the following items 1 through 7, with Trustee Bumpus abstaining on item 4. (resolutions attached)

1. Subaward funding support from Salem County Community College for ACT Program
2. Affiliation agreement with Gloucester County Senior Services and the ACT Program
3. NJCCC & NJ OSHE College Readiness XI Grant Funding
4. Gloucester County Vocational School District Shared Services Agreement
5. MOU between Gloucester County WDB, One Stop Career Center & RCSJ
6. NJ OSHE Hunger Free Campus Grant Funding
7. NJ OSHE & NJCCC Consortium Funding - Direct Support Professional Career Development Program

POLICY

Report Summary: **Sandy Evans**, Director, President's Office presented the listed policies below.

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Johnson, approving the following policy under item 1: (copy attached)

1. Renumbered Policy
7412 Professional Staff Teaching Assignments – formerly number 7032

Student Services - **Judy Atkinson**, Vice President, Chief Student Affairs Officer, Student Services – (no notes provided) Ms. Judy Atkinson mentioned that collectively the College had a nice fall orientation and fall semester opening, with plans underway for large open house events on both campuses.

- **SGA President's Report** – **Simran Sharma** (no notes provided) indicated the activities of the Student Government Association would focus on three areas: 1) recruitment support; 2) student voting registration advocacy; and funding opportunities.

Branch Campus - **Dr. Jim Piccone**, Vice President/CAO, Branch Campus -Notes provided by Dr. Piccone:

Federal Correctional Facility (FCI)

The College will offer a course in entrepreneurship this fall at the FCI, Fairton, NJ. All is going very well. In addition, we are participating in a Mock Job Fair conducting Mock Job interviews for the inmates. The College hopes to expand the offerings in the future.

Bridgeton Early College High School Pathway to Rowan

This Pathway will start in middle school with Bridgeton's ExCEL and RCSJ's GEARUP programs, then the Early College HS/HSOP programs, to RCSJ's 3+1 program to Rowan University. There are plans to have an event at Bridgeton High School this fall.

NJ DOE Civil Rights Compliance Review

The State of New Jersey Department of Education Civil Rights Program will be conducting an evaluation and site visit of RCSJ-Cumberland Campus, now through November. The MOA Program is a federal civil rights compliance review focused on improving educational excellence, equity, and access for all students. The compliance review process consists of three components: 1) Documentation review process – includes review of admission criteria, student enrollment, program data, policies, procedures, publications, and resources related to Title VI, Title IX, and Section 504; 2) Interview review process – includes interviews or surveys of administrators, students, teachers, advisors, etc.; and 3) Physical facilities accessibility review – to evaluate the facilities to make sure they are ADA compliant. (Americans with Disabilities Act Standards for Accessible Design).

Innovation & Technology - **Josh Piddington**, Vice President/CIO, Innovation & Tech. – (no notes provided) - Mr. Piddington gave the Trustees an update on the activities of the IT Team as of the busy fall semester opening. All went well despite the recent network disruption.

Prior to the call for Public Comment, Dr. Sue Hall, Dean, Nursing & Health Professions provide a brief overview of the Narcan Training Program which was developed in collaboration with the Gloucester County Health Department and Rowan-Virtua SOM to provide emergency assistance to anyone experiencing an opioid overdose by providing them with the nasal antidote.

PUBLIC PORTION

Chair Concordia asked Public comment: No comment was received.

A Closed Session Announcement was read by Meg Resue indicating the Board would go into closed session following the reading of the closed session resolution and indicated action may be occur after the closed session ends and based on the potential for action, it is the Public's choice to either leave or continue to stay for the evening.

Meg Resue read the resolution to go into to Closed Session.

At 8:31 p.m., Trustee Bumpus made a motion, seconded by Trustee Daws, to approve the resolution to go into a Closed Session. The motion was unanimously approved. The Public vacated the Annex as directed.

Closed Session commenced at 8:37 p.m. after the venue was vacated. Minutes are below.

At 8:43 p.m., Trustee Johnson made a motion, seconded by Trustee Daws and unanimously approved ending the Closed Session, returning to the Regular Session.

No Public Guests returned to the venue.

The following action was taken.

On the recommendation of the President, Trustee Carroll made a motion, seconded by Trustee Abele, approving the following resolution as listed below. (resolution attached)

1. Termination of the Memorandum of Understanding with Cumberland County Campus Educational Foundation

At 8:47 p.m., Trustee Johnson made a motion, seconded by Trustee Abele, unanimously approving the adjournment of the Regular Session.

Respectfully submitted,



Len Daws, Secretary

Notes taken by Meg Resue



RCSJ BOARD OF TRUSTEES CLOSED SESSION MINUTES
September 17, 2024

Members Present:

Ms. Lita Abele
Ms. Jennica Bileci
Mr. Bob Bumpus
Ms. Danielle Carroll
Mr. Gene Concordia
Mr. Len Daws
Dr. Edward Geletka
Mr. Greg Lopergolo
Mrs. Ruby Johnson
Dr. Warren Wallace
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mr. Douglas Wills, Esq.

Board of Trustees sought clarity from administration on a legal matter.

At 8:45 p.m., Trustee Johnson made a motion, seconded by Trustee Daws and unanimously approved ending the Closed Session, returning to the Regular Session.

Respectfully submitted,



Len Daws, Secretary

Notes taken by Meg Resue

Gloucester Campus
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JUNE 30, 2024

	6/30/2024		
	Revised Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 14,547,520	\$ 15,683,264	(1,135,744)
Police Academy - Tuition	60,000	97,590	(37,590)
Fire Academy - Tuition	70,000	105,203	(35,203)
Continuing Education	750,000	791,962	(41,962)
Fees	9,561,649	9,356,905	204,744
Out of County	25,000	38,609	(13,609)
			-
Government Appropriations			
State	7,267,117	7,266,804	313
Police Academy - State Funding	60,000	60,000	-
Fire Academy - State Funding	9,430	9,430	-
Continuing Ed - State Funding	107,168	107,168	-
Act - State Funding	87,500	87,500	-
			-
County	8,118,993	8,118,993	-
EDC - County Funding	275,000	275,000	-
Rowan Medicine - County Funding	75,000	75,000	-
Police Academy - County Funding	132,245	132,245	-
Fire Academy - County Funding	193,000	193,000	-
ACT Center - County Funding	205,762	205,762	-
			-
Federal		-	-
			-
Other Revenues	483,300	428,714	54,586
Auxiliary Enterprises	87,000	542,628	(455,628)
Administrative Revenue	300,000	296,136	3,864
Miscellaneous Revenues	770,000	835,844	(65,844)
			-
County Debt Forgiveness	270,000	270,000	-
Reserve for Admin Systems Fee	(234,062)	(234,062)	-
Reserve for Capital Project	(234,062)	(234,062)	-
Total Revenues	\$ 42,987,560	\$ 44,509,633	(1,522,073)
Projected drawdown from Unrestricted Fund Balance		1,540,046	
Total Revenues + FB drawdown		\$ 44,527,606	

Current Operating Expenditures

Instruction - Total	16,510,378	\$ 16,801,507	(291,129)
Personnel - FT	7,468,467	7,641,104	(172,637)
Personnel - FT OT, OL, Misc	2,308,926	2,666,204	(357,278)
Benefits	3,693,485	3,876,658	(183,173)
Personnel - PT	2,850,301	2,415,102	435,199
Expenses	189,199	202,439	(13,240)

	Revised Budget Amount	Actual Y-T-D	Delta Y-T-D
Continuing Education - Total	1,592,486	\$ 1,911,199	(318,713)
Personnel - FT	619,299	555,481	63,818
Personnel - FT OT, OL, Misc	225	17,500	(17,275)
Benefits	306,271	281,819	24,452
Personnel - PT	231,012	223,219	7,793
Expenses	435,679	833,180	(397,501)
Police Academy - Total	321,729	\$ 343,070	(21,341)
Personnel - FT	138,839	139,091	(252)
Personnel - FT OT, OL, Misc			-
Benefits	68,662	70,567	(1,905)
Personnel - PT	68,668	23,427	45,241
Expenses	45,560	109,985	(64,425)
Fire Academy - Total	427,084	\$ 456,942	(29,858)
Personnel - FT	65,197	65,156	41
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	32,243	33,056	(813)
Personnel - PT	116,990	166,725	(49,735)
Expenses	206,605	192,005	14,600
Academic Support - Total	3,408,061	\$ 4,163,397	(755,336)
Personnel - FT	1,703,530	1,752,638	(49,108)
Personnel - FT OT, OL, Misc	58,304	88,198	(29,894)
Benefits	842,471	889,188	(46,717)
Personnel - PT	317,271	359,468	(42,197)
Expenses	486,485	1,073,905	(587,420)
Student Services - Total	7,814,034	\$ 7,721,968	92,066
Personnel - FT	4,137,000	4,002,562	134,438
Personnel - FT OT, OL, Misc	90,377	121,521	(31,144)
Benefits	2,045,929	2,030,670	15,259
Personnel - PT	491,598	417,219	74,379
Expenses	1,049,130	1,149,996	(100,866)
Institutional Support - Total	7,279,691	\$ 7,479,514	(199,823)
Personnel - FT	3,050,852	3,256,285	(205,433)
Personnel - FT OT, OL, Misc	3,000	92,433	(89,433)
Benefits	1,508,781	1,652,052	(143,271)
Personnel - PT	112,123	123,477	(11,354)
Expenses	2,604,935	2,355,267	249,668
Operating & Maintenance - Total	6,627,956	\$ 6,972,523	(344,567)
Personnel - FT	2,028,502	1,969,969	58,533
Personnel - FT OT, OL, Misc	79,532	179,017	(99,485)
Benefits	1,003,184	999,450	3,734
Personnel - PT	92,385	129,836	(37,451)
Expenses	3,424,353	3,694,251	(269,898)
Retiree Benefits	424,004	451,955	(27,951)
Auxiliary Enterprises	47,003	28,184	18,819
Debt Payments	75,180	75,180	-
Total Operating Expenditures	\$ 44,527,606	\$ 46,405,439	(1,877,833)

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING June 30, 2024

	6/30/2024		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 5,449,680	\$ 6,075,738	\$ 626,058
Continuing Education	812,500	889,633	77,133
Fees	3,758,048	3,886,604	128,556
Out of County (Charge back)	40,000	48,625	8,625
	-		-
Government Appropriations			
State	5,055,252	5,056,175	923
County	7,400,000	7,400,000	-
Other Revenues			
Auxiliary Enterprises	503,500	587,987	84,487
	294,500	231,565	(62,935)
Reserve Capital Proj	434,181		(434,181)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			-
Federal (CARES Act)	-	-	-
Total Revenues	\$ 23,747,661	\$ 24,176,327	\$ 428,666
Current Operating Expenditures			
Instruction - Total	\$ 7,569,102	\$ 7,357,746	\$ 211,356
Personnel - FT	3,178,656	3,049,818	128,838
Personnel - FT OT, OL, Misc	1,239,556	1,326,828	(87,272)
Benefits	1,601,140	1,439,821	161,319
Personnel - PT	1,400,150	1,392,109	8,041
Expenses	149,600	149,170	430
Continuing Education - Total	\$ 884,156	\$ 949,217	\$ (65,061)
Personnel - FT	280,463	252,906	27,557
Personnel - FT OT, OL, Misc	-	19,923	(19,923)
Benefits	152,054	157,307	(5,253)
Personnel - PT	201,595	242,733	(41,138)
Expenses	250,044	276,348	(26,304)
Academic Support - Total	\$ 1,386,168	\$ 1,288,742	\$ 97,426
Personnel - FT	699,682	691,428	8,254
Personnel - FT OT, OL, Misc	12,600	6,960	5,640
Benefits	367,729	331,517	36,212
Personnel - PT	184,732	154,754	29,978

Expenses	121,425	104,083	17,342
Student Services - Total	\$ 4,288,157	\$ 4,323,090	\$ (34,933)
Personnel - FT	2,288,292	2,233,176	55,116
Personnel - FT OT, OL, Misc	4,500	60,107	(55,607)
Benefits	1,179,673	1,216,470	(36,797)
Personnel - PT	446,555	465,950	(19,395)
Expenses	369,137	347,387	21,750
Institutional Support - Total	\$ 5,600,325	5,623,916	\$ (23,591)
Personnel - FT	1,952,276	2,172,772	(220,496)
Personnel - FT OT, OL, Misc	20,500	66,759	(46,259)
Benefits	1,042,794	809,200	233,594
Personnel - PT	141,071	104,490	36,581
Expenses	2,443,684	2,470,695	(27,011)
Operating & Maintenance - Total	\$ 3,930,933	\$ 3,755,916	\$ 175,017
Personnel - FT	110,244	109,784	460
Personnel - FT OT, OL, Misc	-	980	(980)
Benefits	38,818	41,144	(2,326)
Personnel - PT	48	198	(150)
Expenses	3,781,823	3,603,810	178,013
Debt Service	\$ 32,220	32,220	\$ -
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 56,600	58,888	\$ (2,288)
Total Operating Expenditures	\$ 23,747,661	\$ 23,389,735	\$ 357,926

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: August 5th, 2024
SUBJECT: Clery Crimes for the month of July 2024

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
Criminal Homicide	0 Incidents	0 Incidents
Aggravated Assault	0 Incidents	0 Incidents
Sexual Assault	0 Incidents	0 Incidents
Burglary	1 Incidents	0 Incidents
Robbery	0 Incidents	0 Incidents
Motor Vehicle Theft	0 Incidents	0 Incidents
Arson	0 Incidents	0 Incidents
Dating Violence	0 Incidents	0 Incidents
Domestic Violence	0 Incidents	0 Incidents
Stalking	0 Incidents	0 Incidents
Liquor Law Violations	0 Incidents	0 Incidents
Drug Law Violations	0 Incidents	0 Incidents
Weapons Violations	0 Incidents	0 Incidents
Timely Warnings	0 Incidents	0 Incidents
Notifications	0 Incidents	0 Incidents

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Chief of Staff, President’s Office
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: September 3rd, 2024
SUBJECT: Clery Crimes for the month of August 2024

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
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Robbery	0 Incidents	0 Incidents
Motor Vehicle Theft	0 Incidents	0 Incidents
Arson	0 Incidents	0 Incidents
Dating Violence	0 Incidents	0 Incidents
Domestic Violence	0 Incidents	0 Incidents
Stalking	0 Incidents	0 Incidents
Liquor Law Violations	0 Incidents	0 Incidents
Drug Law Violations	0 Incidents	0 Incidents
Weapons Violations	0 Incidents	0 Incidents
Timely Warnings	0 Incidents	0 Incidents
Notifications	0 Incidents	0 Incidents



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AWARDDING A CONTRACT TO ARTHUR J. OGREN, INC. FOR 2024 ROWAN - VIRTUA NURSING BUILDING CONSTRUCTION

WHEREAS, Rowan College of South Jersey (hereinafter “College”) publicly solicited bids for 2024 Rowan – Virtua Nursing Building construction; 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, eight (8) sealed bids were received and publicly opened on September 11, 2024; and

WHEREAS, the three (3) lowest bids are as follows:

Bidders	Base Bid
Arthur Ogren	\$15,626,000
Ernest Bock and Sons	\$16,265,000
Rycon Construction	\$16,798,500

WHEREAS, the bid of Arthur J. Ogren Inc. (hereinafter “Arthur J. Ogren”) has been reviewed by the College’s professionals who have recommended an award to Arthur Ogren for the Base Bid of \$15,626,000 as the lowest responsive bidder; and

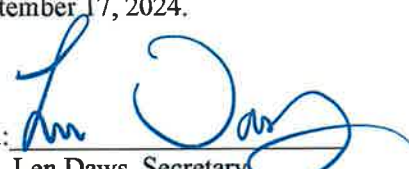
WHEREAS, the low bid of **Arthur J. Ogren** is compliant in all material, non-waivable respects; and

WHEREAS, the financial obligation will be paid from Rowan University and County of Gloucester funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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 17th day of September 2024 that the College hereby awards a contract to Arthur J. Ogren for a Rowan – Virtua Nursing building for the Base Bid of \$15,626,000 and the Chairman of the Board of Trustees and/or Frederick Keating, President of the College, and/or Dominick Burzichelli, Executive Vice President, Chief Operating Officer and Chief Financial Officer are hereby authorized and directed to execute such contracts and documents as are necessary or convenient to effectuate the within award.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





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 under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey, Gloucester Campus, intends to enter 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, for the Learning Commons Renovation project, as per quote number AVTQ26059-04 in the amount of \$203,908 using OMNIA contract R200803; and

WHEREAS, the financial obligation will be paid from 2024 Chapter 12 funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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, for the Learning Commons Renovation project, using OMNIA Partners Contract number R200803 in the amount of \$203,908.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





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 under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey, Gloucester Campus, intends to enter 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 AVTQ26075-01 in the amount of \$72,325 using OMNIA contract R200803; and

WHEREAS, the financial obligation will be paid from institutional funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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 \$72,325.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ERP PROJECT MANAGEMENT PROFESSIONAL CONSULTING SERVICES

WHEREAS, RCSJ entered a contract with Anthology Inc., (a/k/a Campus Management Corp) on July 1, 2021 to merge the Cumberland campus Ellucian Colleague, enterprise resources planning (ERP) software and the Gloucester campus Ellucian Banner ERP into Anthology ERP serving both campuses; 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 has experienced numerous disrupting complexities attempting to integrating two different ERPs into one; and

WHEREAS, the College experienced a worldwide pandemic causing a desertion of face to face interactions from March 2020 through August 2021; and

WHEREAS, the College experienced a network service disruption from May 13, 2024, through June 30, 2024, that caused, and continues to cause, significant system wide infrastructure access issues; and

WHEREAS, Anthology was not providing consistent consultancy services to the project causing delays with the implementation; and

WHEREAS, the College deemed it prudent after experiencing all of the above mentioned delays to contract with the Ferrilli, a higher education technology service company founded in 2002, on July 3, 2024, to “perform an assessment and evaluation of current processes across RCSJ to examine both its current implementation state and future needs relating to configuration, business process, change management, documentation, training activities and or external support”; and

WHEREAS, Ferrilli conducted the assessment and issued a thorough report on August 30, 2024, with recommendations for the College to reset expectations and deliverables; and

WHEREAS, the above mentioned report set forth a plan of action for the College to complete the integration process on a more structured and accountable basis with Ferrilli as the Project Manager; and

WHEREAS, the college administration has determined that Ferrilli has all the necessary skills and knowledge of all three (3) ERP’s and can perform the necessary professional consulting services on a timely basis; and

WHEREAS, Ferrilli has agreed to perform the necessary services for the estimated amounts listed below; and

September 2024: \$57,600
October 2024 through September 2025: \$79,200 per month
Total estimate: \$1,008,000 (plus travel and expenses)


WHEREAS, the College agrees with the plan of action and cost associated with Ferrilli assuming the Project Manager’s roll; and

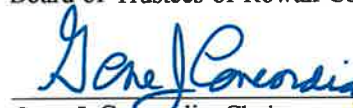
WHEREAS, the financial obligation will be paid from approved ERP funds augmented as needed by institutional funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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 estimated amount of \$1,008,000 for professional consulting services necessary to transition the existing Cumberland and Gloucester ERP’s into the Anthology ERP.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN KRUEGER INTERNATIONAL AND ROWAN COLLEGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 18A:64A-25.10

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

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

WHEREAS, Krueger International goods and services are provided under ESCNJ Furniture & Accessories contract number ESCNJ 22/23-08; and

WHEREAS, Rowan College of South Jersey intends to purchase furniture for the CTE Building from Krueger International as per quote number 63589 in the amount of \$73,256.17 using ESCNJ award 22/23-08; and

WHEREAS, the financial obligation will be paid from 2022 Chapter 12 funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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 furniture from Krueger International using ESCNJ award 22/23-08 in the amount of \$73,256.17.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH TTI ENVIRONMENTAL

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

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

WHEREAS, TTI Environmental goods and services are provided under CCESC RFP FY23-02; and

WHEREAS, Rowan College of South Jersey intends to enter into a contract with TTI Environmental for environmental services as outlined in TTI Proposal No. 24-1123 in the amount of \$59,154 for a remedial action pilot study using CCESC RFP FY23-02; and

WHEREAS, the financial obligation will be paid from institutional funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial 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 TTI Environmental in the amount of \$59,154 for environmental services as outlined in TTI Proposal 24-1123.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary



RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 9/17/2024

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

(1) One President's Rowan University Shared Services Agreement:

Approve President's Rowan University Shared Services Agreement- 7/1/2024 -6/30/2025

(3) Three Full-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Counseling Advisor	Justice Harris	Replacement	External Hire	\$45,000.00 per year	9/23/2024
Enrollment Coach	Julianna Chambers	Replacement	External Hire	\$20.88 per hour	7/29/2024
Outreach Recruiter	Kaylie DiStefano	Replacement	External Hire	\$21.98 per hour	8/26/2024
Outreach Recruiter	Ashley Johnson	Replacement	External Hire	\$21.98 per hour	8/26/2024

(6) Six Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time PTA Clinical Coordinator	Shih-Hui Liou	New Position	Internal Hire	\$51.00 per hour	9/9/2024
Assistant Director, Student Aid & Records	Victorine Franks-Hogam	Reassignment	Internal Hire	\$54,767.43 per year (no salary change)	9/9/2024
Team Coordinator IV, Financial Services	Allison DeRusso	Reassignment	Internal Hire	\$24.96 per hour	8/31/2024
Administrator, STEM	Lisa Ford	Title Change	Internal Hire	\$45,000.00 per year	8/12/2024
Team Coordinator V, Finance	Ana Maria Schultz	Title Change	Internal Hire	\$24.70 per hour (no salary change)	8/17/2024
Assistant Director, Academic Support	Sheri Chamberlain	Title Change	Internal Hire	\$47,000.00 per year	8/26/2024

(2) Two Part-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Coach Volleyball Women's - Assistant I	Kristin Bellamy	Replacement	External Hire	\$4,103.00 per year	7/29/2024
Assistant Coach Volleyball Women's - Assistant II	Ke'alahilani Naone-Carter	Replacement	External Hire	\$1,635.00 per year	7/29/2024

(5) Five Resignations:

Title	Name	Rationale	Salary	Effective Date
Assistant Director, Academic Support	Elizabeth Offenbacher	Resignation	\$50,275.54 per year	8/9/2024
Outreach Recruiter	Samantha Bevilacqua	Resignation	\$22.98 per hour	8/2/2024
Recruiter, Internship & Career Planning	Argia Unfreed	Resignation	\$23.75 per hour	8/8/2024
Groundkeeper	Clarke Lowery	Resignation	\$17.50 per hour	8/16/2024
Custodian	George-Anna Kelly	Resignation	\$18.75 per hour	9/6/2024

(1) One Termination:

Title	Name	Rationale	Salary	Effective Date
Custodian	Terrell Downes	Termination	\$17.50 per hour	7/31/2024

(1) One Unpaid Leave of Absence:

Title	Name	Rationale	Salary	Effective Date
Administrator I, Academic Support & Writing Arts	Chad Schultz	Leave of Absence	\$46,575.00 per year	9/1/2024

(7) Seven Adjunct 2024-2025 New Hires:

Name	Division
Tygh Powell	Business Studies
Kelley Pritchett	Dual Credit
Monica Oppenheimer	Education & Humanities
Joann Crouthamel	Education & Humanities
Courtney Schoettle	Education & Humanities
Denise Bentley	Nursing & Health Prof.
Kousalya Soumya Lahari Voleti	STEM

(4) Three President's Recommendations:

RCSJ - 2024 -2025 - Special Service Contracts
RCSI - 2024-2025 - Resolution for Certifying Officer
RCSJ - 2024-2025 - Resolution for AA EEO Title IV ADA Section
Network Disruption Compensation - \$40,317.63 total (14 participants - Payroll documentation)

**Shared Services Agreement
For Executive Level Collaboration between
Rowan University and Rowan College of South Jersey**

Purpose

This Shared Services Agreement between Rowan University (RU) and Rowan College of South Jersey (RCSJ) is the extension of a collaborative leadership relationship as both institutions advance their unique and innovative goals of providing affordable, accessible, and quality education to the residents of New Jersey.

Summary

The RCSJ President will serve as Vice President (VP), Academic Affiliations (Senior Consultant to Provost), along with other RCSJ executive level administration as appropriate, in collaboration with the RU Provost will research, develop, and implement the first year model of the University College concept, and additionally, will research, develop, and implement a structural alliance of the South Jersey Consortium with RU and RCSJ when and where feasible, and work to align institutional academic affiliations to facilitate attaining both entities' mission and institutional advancement goals.

Work Scope & Duties

The RCSJ President will serve as VP, Academic Affiliations, along with other RCSJ executive level administration as appropriate, in collaboration with the RU Provost, and will be responsible for the following:

- a. Research and development of the University College model;
 - Coordinate with the appropriate divisions at Rowan University and Rowan College of South Jersey to implement the University College concept.
- b. Research and development of the Consortium of South Jersey;
 - Outreach and collaboration with educational leadership partners in South Jersey to create the Consortium of South Jersey Academic Affiliations.
- c. Represent the Partnership of Academic Affiliations at the following RU meetings levels: Executive Cabinet, Administrative Cabinet, and the Academic Advisory Committee.
- d. Expand academic affiliations through joint collaboration for mutual institutional advancement at both RU and RCSJ.
- e. Meet monthly with the RU Board of Trustees Chair, RU Provost, and RU Chief of Staff to provide progress updates.

Work Term

The term of this agreement shall be one (1) year, beginning July 1, 2024 and concluding June 30, 2025. A decision for renewal beyond June 30, 2025 shall be negotiated and agreed upon no later than May 31, 2025.

Work Product

The VP, Academic Affiliations will provide the RU Provost with a comprehensive report detailing progress, with short-term and long-term recommendations for the RCSJ Division of University College prior to May 31, 2025.

Compensation Reimbursement to RCSJ for VP, Academic Affiliations Collaboration Services

Rowan College of South Jersey will bill Rowan University quarterly for reimbursement equivalent of two (2) days per week of services rendered by the President as Vice President, Academic Affiliations, and other RCSJ executive level administration as appropriate, not to exceed \$125,000 inclusive of the RCSJ President’s salary and benefit packages.

Rowan University Representatives

Joseph Scully, Sr.
Senior Vice President, Finance/CFO

Date: _____

Anthony M. Lowman, Ph.D.
Provost & Senior Vice President, Academic Affairs

Date: _____

Ali A. Houshmand, Ph.D.
President

Date: _____

Rowan College of South Jersey Representative

Gene J. Concordia
Chair, RCSJ Board of Trustees

Date: _____

ROWAN COLLEGE of SOUTH JERSEY - GLOUCESTER

Schedule of Special Service Contracts

FISCAL YEAR: 2024 - 2025

STUDENT SERVICES:

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Tri-Alpha	\$3,000.00
Designated International Student Liaison	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00
Club Advisors	\$1,000.00

PRESIDENT'S OFFICE:

Cohort Advisors	\$1,000.00
MOCHA Liaison	\$1,000.00

ACADEMICS:

Liaison - NJDL DDD and DVRS	\$2,500.00
Unified Sports Assistant	\$2,500.00

OPERATIONS:

Liaison - Payroll	\$2,500.00
Athelete in Action Liaison	\$1,000.00

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:

Concert Band Director	\$4,200.00
Jazz Ensemble	\$2,800.00
College Chorus	\$4,200.00
College Chorus Accompaniment	\$2,800.00



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE CERTIFYING OFFICER AND SUPERVISOR OF THE CERTIFYING OFFICER

WHEREAS, Rowan College of South Jersey is a participating member of the New Jersey Division of Pensions and Benefits; and

WHEREAS, the New Jersey Division of Pensions and Benefits (NJDPB) is duly constituted as the Administrator of Pensions and Benefits pursuant to N.J.S.A. 43:3C-15 et. seq.; and

WHEREAS, the NJDPB has adopted Chapter 52, P.L. 2011 effective June 19, 2011; and

WHEREAS, in accordance with said pension laws the NJDPB has requested participating members designate a Certifying Officer and a Supervisor of the Certifying Officer for all enrollments and/or transfers of employees into the State-administered retirement systems.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes and directs.

The following persons are designated as Certifying Officer and Supervisor of Certifying Officer:

1. Lauren Vilimas Certifying Officer (Main and Branch Campus)
2. Coryndi McFadden Supervisor of Certifying Officer (Main and Branch Campus)

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





**RESOLUTION TO APPROVE AFFIRMATIVE ACTION/TITLE IX OFFICERS and
ADA/SECTION 504 OFFICERS**

WHEREAS, Rowan College of South Jersey is a recipient of federal financial assistance;
and

WHEREAS, Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 – 1688 states that no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance; and

WHEREAS, Title VII prohibits employment discrimination based on race, color, religion, sex, and national origin; and

WHEREAS, in accordance with Board Policy 7001, the College shall annually appoint individuals who will be responsible for oversight of Affirmative Action (AA), Equal Employment Opportunity (EEO), Title IX, and the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby appoints Almarie Jones, Vice President, Chief Diversity Officer, and Diversity and Equity/Title IX and Compliance (Main and Branch Campus), and Nathaniel Alridge, Jr. JD, Executive Director, Threat Assessment Management, Diversity, Title IX, and Judicial Affairs (Main and Branch Campus), as Affirmative Action/Title IX Officers and Carol Weinhardt, Director II, Special Services (Main Campus) and Meredith Vicente, Senior Director, Accessibility & Support Services (Branch Campus), as the ADA/Section 504 Officers.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary



RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 9/17/2024

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

(1) One President's Rowan University Shared Service Agreement:

Approve President's Rowan University Shared Service Agreement- 7/1/2024 -6/30/2025
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(1) One Full-Time New Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Technical Assistant III, Financial Aid	Janet Johnson	Replacement	External Hire	\$43,377.00 per year	8/12/2024

(5) Five Two Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Director, Academic Services	Kelly Grennon	Title Change	Internal Hire	\$52,185.00 per year	8/12/2024
Assistant Coach, Soccer Men's - 1st Assistant	Mahlon Stewart	Title Change	Internal Hire	\$4,140.00 per year	7/29/2024
Assistant Coach, Basketball Men's - 1st Assistant	Joseph Sauers	Title Change	Internal Hire	\$3,105.00 per year	1/26/2024
IT Support Specialist	Paden Guerrero	Part-Time to Full-Time	Internal Hire	\$34,502.00 per year	8/12/2024
Testing Specialist	Lauren Nickle	Part-Time to Full-Time	Internal Hire	\$38,972.00 per year	8/26/2024

(2) Two Part-Time New Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Coach, Soccer Men's - 2nd Assistant	Victor Rodriguez	Title Change	External Hire	\$1,000.00 per year	8/26/2024
Temporary Part-Time Advisement Assistant	Gina Frandino	Resignation	External Hire	\$15.13 per hour (CCOG grant)	8/26/2024

(1) One Retirement:

Title	Name	Rationale	Salary	Effective Date
Dean, Education & Humanities	Lynn Lichtenberger	Retirement	\$121,863.00 per year	1/1/2025

(1) One Resignation:

Title	Name	Rationale	Salary	Effective Date
ACT Case Manager	Xiara S. Maldonado	Resignation	\$36,224.00 per year	9/6/2024

(4) Four President's Recommendations:

RCSJ - 2024 -2025 - Special Service Contracts
RCSJ - 2024-2025 - Resolution for Certifying Officer
RCSJ - 2024-2025 - Resolution for AA EEO Title IV ADA Section
Network Disruption Compensation \$14,911.49 total (13 participants-Payroll documentation)

ROWAN COLLEGE of SOUTH JERSEY - CUMBERLAND
Schedule of Special Service Contracts
FISCAL YEAR: 2024- 2025

STUDENT SERVICES

PTK Advisor	\$3,000.00
Transfer Credit Evaluation	\$3,000.00
Liaison - NJ State Corrections	\$3,000.00
Club Advisors	\$1,000.00

PRESIDENTS OFFICE

Cohort Advisors	\$1,000.00
MOCHA Liaison	\$1,000.00

OPERATIONS

Campus Compliance NJRTK	\$5,400.00
NJRTK, Graduation, Band, EMOP	\$6,000.00
Athlete in Action Liaison	\$1,000.00

ACADEMICS

Liaison - Advanced Manufacturing	\$2,000.00
Liaison - NJDL - DDD and DVRS	\$2,500.00
Unified Sports Assistant	\$2,500.00

CHORUS

Concert Band Director	\$4,200.00
Jazz Ensemble	\$2,800.00
College Chorus	\$4,200.00
College Chorus Accompaniment	\$2,800.00



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT A SUBAWARD FROM SALEM COUNTY COMMUNITY COLLEGE THROUGH THEIR NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION CENTER FOR ADULT TRANSITION FUNDING

WHEREAS, the New Jersey Office of the Secretary of Higher Education has offered an opportunity to apply for FY2025 funding for the County College-Based Center for Adult Transition program; and

WHEREAS, authorization is needed to apply for, and upon award, accept this funding for the period of July 1, 2024 to June 30, 2025; and

WHEREAS, Rowan College of South Jersey seeks to further establish our partnership with Salem County Community College in support of their students seeking the services of RCSJ's Adult Center for Transition; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution for Rowan College of South Jersey to apply for, and upon award, accept a subaward from Salem County Community College in the amount of \$100,000 to support the Adult Center for Transition (ACT) program period of July 1, 2024 to June 30, 2025.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


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 AFFILIATION AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR THE SENIOR SERVICES' SERV-A-TRAY PROGRAM

WHEREAS, the County of Gloucester's Senior Services department has operated a Serve-A-Tray program for senior citizens of the County to have access to healthy meals; and

WHEREAS, the Rowan College of South Jersey Adult Center for Transition (ACT) students would gain valuable volunteer experiences with this partnership and aiding with meal delivery; and

WHEREAS, Rowan College of South Jersey seeks to enhance student opportunities within the ACT program; and

WHEREAS, the period of the affiliation agreement will be from July 17, 2024 through July 16, 2025, and will automatically renew annually unless terminated by either party; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution for Rowan College of South Jersey to enter into an affiliation agreement with the County of Gloucester for the Senior Services Serv-A-Tray Program opening up volunteer opportunities for ACT students for the period of July 17, 2024 through July 16, 2025 with automatic annual renewal.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR, AND UPON AWARD, ACCEPT FUNDING FROM THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES AND THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR THE COLLEGE READINESS NOW XI GRANT IN THE AMOUNT OF \$45,930

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply for, and upon award, accept funding from the New Jersey Council of Community Colleges and the New Jersey Office of the Secretary of Higher Education for the College Readiness Now XI Grant program for both campuses; and

WHEREAS, the period of the program will be July 1, 2024, to June 30, 2025, in the amount of \$45,930; and

WHEREAS, funds will be utilized to support opportunities that promote college readiness of students in county high schools; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of funding from the New Jersey Council of Community Colleges and the New Jersey Office of the Secretary of Higher Education for the College Readiness Now XI Grant for the period of July 1, 2024 to June 30, 2025, in the amount of \$45,930 for the Cumberland and Gloucester Campuses.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held Tuesday, September 17, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE SHARED SERVICES AGREEMENT BETWEEN THE VOCATIONAL SCHOOL DISTRICT OF THE COUNTY OF GLOUCESTER AND ROWAN COLLEGE OF SOUTH JERSEY FOR ADULT CAREER EDUCATION PROGRAMMING

WHEREAS, Rowan College of South Jersey seeks to expand programmatic offerings for career training for the adult population in the region; and

WHEREAS, Rowan College of South Jersey and the Vocational School District of the County of Gloucester wish to collaborate to expand adult career education programming and wish to create an educational campus to service all the educational needs of the region; and

WHEREAS, both Rowan College of South Jersey and the Vocational School District of the County of Gloucester shall work collaboratively to provide needed career training for the adult community in each party's area of educational expertise; and

WHEREAS, this partnership will allow additional funding for students to support enrollments for the adult community; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the shared services agreement between Rowan College of South Jersey and the Vocational School District of the County of Gloucester for adult career education programming.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





BOARD RESOLUTION TO ACCEPT AND SIGN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE GLOUCESTER COUNTY WORKFORCE DEVELOPMENT BOARD AND ROWAN COLLEGE OF SOUTH JERSEY FOR THE ONE STOP CAREER CENTER PARTNER PROGRAM

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to accept and sign the Memorandum of Understanding between the Gloucester County Workforce Development Board and Rowan College of South Jersey as partners in support of the One Stop Career Center; and

WHEREAS, the period of the contract will begin January 1, 2024 through December 31, 2026; and

WHEREAS, this program allows for the support of the effective integrated services within education, workforce, and economic development utilizing the One-Stop delivery system in a seamless, customer-focused integrated service delivery system to aid persons in the community with streamlined, cost-effective services; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at South Jersey hereby approves the signing of a Memorandum of Understanding between the Gloucester County Workforce Development Board, One Stop Career Center, and Rowan College of South Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO APPLY FOR AND UPON AWARD ACCEPT UP TO
\$75,000 FROM THE NEW JERSEY OFFICE OF THE SECRETARY OF
HIGHER EDUCATION FOR THE HUNGER-FREE CAMPUS GRANT FOR
BOTH CAMPUSES**

WHEREAS, The New Jersey Office of the Secretary of Higher Education has announced funding for eligible community colleges in the amount up to \$75,000 to foster innovative ways to combat food insecurity on the College campus; and


WHEREAS, the timeline to utilize these funds would be July 1, 2024 through June 30, 2025; and

WHEREAS, RCSJ meets the eligibility requirements and would utilize these funds to grow services to students in need; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution for Rowan College of South Jersey to apply for, and upon award, accept the funds in the amount of up to \$75,000 from the New Jersey Office of the Secretary of Higher Education for the Hunger Free Campus Grant July 1, 2024 through June 30, 2025.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, September 17, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR AND UPON AWARD ACCEPT UP TO \$300,000 FROM THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION IN PARTNERSHIP WITH THE NEW JERSEY COUNCIL OF COUNTY COLLEGES CONSORTIUM FOR WORKFORCE AND ECONOMIC DEVELOPMENT TO SUPPORT A DIRECT SUPPORT PROFESSIONAL CAREER DEVELOPMENT PROGRAM (DSP FELLOWSHIP PROGRAM)

WHEREAS, The New Jersey Office of the Secretary of Higher Education has appropriated an additional round of funding to support the Direct Support Professional (DSP) Career Development Program to recruit and train individuals for careers as direct support professionals as well as upskill those already working in this field; and

WHEREAS, Rowan College of South Jersey has been selected to continue as one of two DSP Fellowship Pilot Sites for the period of July 1, 2024, through June 30, 2025; and

WHEREAS, Rowan College of South Jersey will expand the DSP Fellowship experience that includes opportunities for work experience and education and training; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of up to \$300,000 from the New Jersey Office of the Secretary of Higher Education in partnership with the New Jersey Council of County Colleges Consortium for Workforce and Economic Development for the expansion of a Direct Support Professional Career Development Program.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held September 17, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





Board of Trustees - Policy Synopsis

Renumbered Policy:

7412 Professional Staff Teaching Assignments – formerly number 7032

Background for policy renumbering:

This policy was renumbered in order to integrate appropriately into the RCSJ policy numbering system. The policy remains the same as providing guidelines for full-time and adjunct faculty members to teach additional assignments in the event the need arises.



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

4 RENUMBERED

5
6 Policy: 7412
7 Title: **PROFESSIONAL STAFF TEACHING ASSIGNMENTS**
8 Area: Human Resources
9 Approved: TBD

10
11 There are many teaching opportunities that come up during the academic year in which full-time
12 professional staff employees may be requested to teach. Teaching qualifications for these
13 employees will be the same as those for full-time and adjunct faculty members (see policy, 7305
14 *Teaching Qualifications*). Full-time professional staff members who teach are expected to
15 prepare for classes and complete student progress evaluations outside of the regular workday.
16 The Board of Trustees will offer no less than the current overload rate to full-time professional
17 staff employees who accept such adjunct teaching assignment(s).

18
19 The Board of Trustees in approving these assignments will consider the needs of the students
20 while continuing to recognize that the primary responsibility of the employee is the employee's
21 full-time position.

22
23 The President will have administrative procedures developed to further define and implement
24 this policy.

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35 References:

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37 Rowan College of South Jersey Administrative Procedure, *7412 Professional Staff Teaching*
38 *Assignments*

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40 Rowan College of South Jersey Board of Trustees Policy Manual, *7305 Teaching Qualifications*



**RESOLUTION TO TERMINATE MEMORANDUM OF UNDERSTANDING
WITH CUMBERLAND COUNTY CAMPUS EDUCATIONAL FOUNDATION**

WHEREAS, as of July 1, 2022, Rowan College of South Jersey entered into a Memorandum of Understanding (“MOU”) with the Cumberland County Campus Educational Foundation (“Foundation”) to set forth the anticipated supportive relationship between the Foundation and the College providing funding for the Rowan College of South Jersey’s leased facilities and operations and programs on the former Cumberland County College campus and the scholarship funds for students who are residents of Cumberland County and who attend Rowan College of South Jersey; and

WHEREAS, in the last few years, the Board of Trustees of Rowan College of South Jersey has determined that the relationship with the Foundation is no longer in the best interest of Rowan College of South Jersey; and

WHEREAS, Section 3 of the MOU provides that the MOU may be terminated, with or without cause, by either party upon the sending of written 60 day notice; and

WHEREAS, the Board of Trustees has elected to exercise its rights of termination under Section 3 of the MOU; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey determines that it is in the best interests of Rowan College of South Jersey to terminate the MOU with the Foundation; and

FURTHER RESOLVED, that Dr. Frederick Keating, as President of the College and Dominick Burzichelli as Executive Vice President, COO/CFO be, and they hereby are, authorized, empowered, and directed, as proper officers on behalf of the Board of Trustees of Rowan College of South Jersey, to send notice of termination of the MOU to the Foundation in accordance with the terms of the MOU.

ADOPTED at a regular meeting of the Board of Trustees of Rowan College of South Jersey held on September 17, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair

