



BOARD OF TRUSTEES MEETING – MAIN CAMPUS

REGULAR SESSION MINUTES

December 17, 2024

Prior to the start of the meeting, Mr. Chris Gibson, Esq. administered the Oath of Office to Ms. Christine Allen-Jackson, JSC for a term through October 31, 2027

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 in-person on the Gloucester Campus in the College Center building.

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 6, 2024, 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. Christine Allen-Jackson, JSC
Ms. Jennica Bileci
Mr. Robert Bumpus
Ms. Danielle Carroll
Mr. Gene Concordia
Mr. Len Daws
Dr. Edward Geletka
Mr. Greg Loperголо
Dr. Warren Wallace
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Advisor Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed Ms. Christine Allen-Jackson as a new Board of Trustees member, as well as everyone else present for the meeting.

STUDENT AND EMPLOYEE RECOGNITION

Dr. Keating introduced **John Ryder**, Director, Student Affairs/Military Services to present the following two students to the Board:

Student Recognition

Brigette Pratt, a RCSJ-Gloucester Psychology Major and Student Worker in the Student Affairs/Military Services area received a RCSJ Certificate of Appreciation and Certificate from Rep. Donald Norcross’ Office.

Johanna Magner, a RCSJ-Gloucester Nutrition Major was recognized as Gloucester’s RCSJ Student Veteran of the Year, as well as a recipient of a Proclamation from Rep. Donald Norcross’ Office.

Employee Recognition

Mr. Ryder proceeded to introduce and recognize Gloucester Campus employee, **Amran Abdullahi**, Team Coordinator V, Information Center, with a Certificate of Appreciation for her assistance provided to the Student Affairs/Military Services staff and students.

Samantha VanKooy, Associate Vice President, Student Engagement, Student Services, presented **Mr. John Ryder**, Director, Student Affairs/Military Services with a Proclamation from Rep. Donald Norcross’ Office in recognition of his support of student Veterans.

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. Other than the Board Members & invited attendees, the rest of the Public was asked to leave the Cafeteria Annex and move to the mezzanine located outside of the cafeteria main doors and would be summoned when to return for the balance of the regular meeting.

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

At 6:47 p.m., Trustee Wills made a motion, seconded by Trustee Abele, to approve the resolution to go into a Closed Session. The motion was unanimously approved. The Public vacated the Annex as directed.

At 7:02 p.m., Trustee Wills made a motion, seconded by Trustee Daws and unanimously approved ending the Closed Session and returning to the Regular Session. The Public was invited back to the Regular Session.

PRESIDENT’S REPORT

University College – The College of the University

Dr. Keating updated the Board on the continuing development of the “College of the University”, formed in partnership with Rowan University. He discussed the details within the four (4) RCSJ components of the concept: Rowan University College, the Workforce Developments Boards, the Rowan Collegiate High Schools, and the Gloucester & Cumberland Counties (document attached).

ACCEPTANCE OF MINUTES

November 19, 2024 Reorganization & Regular Meeting minutes were approved as published.

FINANCE

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the financial statements as listed below.

Informational Item: Combined RCSJ Financial Statements and separate campus statements for the month ending November 30, 2024 (attached).

PLANNING/FACILITIES

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the Campus Safety report reflecting no findings and reviewed the resolutions, which were reviewed by Board committee as noted below.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for November 2024 for both campuses (attached).

On the recommendation of the President, Trustee Bileci made a motion, seconded by Trustee Lopergolo, approving the following item 1. (resolution attached)

1. Contract agreement – Black Board, Inc.

PERSONNEL - **Nick Burzichelli**, Exec. VP, COO & CFO

On the recommendation of the President, Trustee Bileci made a motion, seconded by Trustee Bumpus, approving the Personnel Actions, with Trustee Wallace abstaining, for the following item 1. (documents attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Report Summary: **Dr. Brenden Rickards**, VP & Provost, Academic Services presented the resolutions for approval, which had previously been reviewed by Board committee.

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 3: (resolutions attached)

1. Apply & Accept funding: Cumberland County Cultural & Heritage Commission Block Grant
2. Offer: Certificate in Child Advocacy
3. Offer: Certificate in Group Home Management
4. Offer: Non-credit Certificate in Cosmetology
5. Apply & Accept funding: NSF- IUSE Innovation in Two-Year College STEM Education Program
6. Grant funding extension through RU: NSF- Improving Undergraduate STEM Education Grant
7. Donation Acceptance: Veterinary Equipment / Burl-Moor-Driben Animal Hospital

POLICY

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

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

1. Revised Policy:
5005 Hanging Pictures & Decorations
2. Reaffirmed Policy:
5103 Indoor Air Quality

Student Services - **Judy Atkinson**, Vice President, Chief Student Affairs Officer, Student Services: – Ms. Atkinson thanked the Board for their support throughout the year and wished everyone a Happy Holiday Season.

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

Notes provided by Dr. Piccone: The State of New Jersey Department of Education Civil Rights Program recently conducted an evaluation and site visit of RCSJ-Cumberland Campus as part of their compliance review process. This process involves three main components: a review of documentation, interviews, and an evaluation of physical facilities for compliance with ADA Standards for Accessible Design. Hundreds of documents were uploaded for the documentation review, and 19 students along with 27 employees participated in interviews and completed surveys. Additionally, the campus facilities were assessed to ensure they meet accessibility requirements. The exit interview concluded successfully, with the state expressing satisfaction with their visit. They will now review the collected documents, surveys, and facilities assessments to prepare a final report. Special thanks go to Almarie Jones, Jen Sweeney, and all the students, faculty, and staff who contributed to this process.

Innovation & Technology - Josh Piddington, Vice President/CIO, Innovation & Technology: Mr. Piddington provided an update on the Gloucester Campus' Library renovation project that will be infused with technology to match the needs of today's students and that a March grand opening is planned. He wished everyone a Merry Christmas and a Happy New Year.

Rowan College Foundation – Cody Miller, Executive Director, Advancement & Foundation Mr. Miller thank everyone for support over the past year. He noted that the Foundation is continually supporting students with more and more resources based on their basic needs and will do as we enter the New Year.

PUBLIC PORTION

Chair Concordia asked Public comment: None was received.

Prior to adjournment, Chair Concordia wished everyone a healthy and wonderful Holiday Season.

ADJOURNMENT

At 7:53 p.m., Trustee Wills made a motion, seconded by Trustee Abele. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,



Lita M. Abele, Secretary

Notes taken by Meg Resue



RCSJ BOARD OF TRUSTEES CLOSED SESSION MINUTES
December 17, 2024

At 6:47 p.m., Trustee Wills made a motion, seconded by Trustee Abele, to approve the resolution to go into a Closed Session. The motion was unanimously approved. The Public vacated the Gloucester Cafeteria Annex as directed.

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
 Mr. Douglas Wills, Esq.
 Dr. Frederick Keating, President, Ex-Officio

Advisors Present:

Mr. Chris Gibson, Esq.
 Dr. Brenden Rickards, Vice President/Provost
 Dr. Sue Hall, Dean, Nursing/Health Professions
 Coryndi McFadden, Assoc. VP, HR

Board of Trustees participated in a personnel hearing regarding the non-reappointment of an RCSJ Gloucester employee.

At 7:02 p.m., Trustee Wills made a motion, seconded by Trustee Daws and unanimously approved ending the Closed Session and returning to the Regular Session. The Public was invited back to the Regular Session.

Respectfully submitted,

A handwritten signature in blue ink that reads "Lita M. Abele".

Lita M. Abele, Secretary

Notes taken by Meg Resue