



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

REGULAR SESSION MINUTES
January 16, 2024

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:34 p.m. held via Zoom Technology.

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

Members Absent:

Rev. Dr. James Dunkins

Advisor Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed everyone present for the meeting.

PRESIDENT'S REPORT

Collegiate High School Outreach Program

Dr. Keating discussed the RCSJ Collegiate High School program, under the leadership of Megan Ruttler, Associate Vice President, College & Career Readiness, that is in its first pilot year and is a program open to all Gloucester and Cumberland County high schools, both private and public. The partnership between RCSJ and the high schools will offer high school students many access opportunities from earning some college credits or all the way to earning an associate degree. (attachment)

ACCEPTANCE OF MINUTES

The December 19, 2023 Regular Session Meeting minutes were approved as published.

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 December 31, 2023. (attached)

PLANNING/FACILITIES

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the Campus Safety report and reviewed the resolutions, which had been reviewed by Board's Finance, Planning and Facilities committee as noted below.

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

On the recommendation of the President, Trustee Bileci made a motion, seconded by Trustee Wills, approving the following items 1 through 7: (resolutions attached)

1. Purchase: Applied Video Technology
2. Agreement with: Blackboard Inc.
3. Agreement with: EAB Global, Inc.
4. Contract award: Marino General Construction
5. Agreement with: Johnson Controls
6. Agreement with: Trane
7. Agreement with: TTI Environmental

PERSONNEL

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the personnel actions with no outstanding comments or changes required.

On the recommendation of the President, Trustee Johnson made a motion, seconded by Trustee Bileci, 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 presented the resolutions for approval, which had been reviewed by the RCSJ Board of Trustees Academic/Student Services Committee as noted below.

On the recommendation of the President, Trustee Carroll made a motion, seconded by Trustee Abele, approving the following items 1 through 7: (resolutions attached)

1. Apply, upon award, accept FY2024 funding for: RCSJ ACT Program- Gloucester/Cumberland
2. Apply, upon award, accept FY2024 funding in collaboration with Salem Community College to expand support to Salem County students through: RCSJ ACT Program- Gloucester/Cumberland campuses
3. Offer a Certificate of Achievement in: Educational Sign Language Interpreter
4. Apply, upon award, accept state funding for: Law Enforcement Officers Training & Equipment Fund

5. Agreement with NJ Dept. of Education: to administer Adult Education Tests (Gloucester & Cumberland)
6. Apply, upon award, accept Federal funding: Hispanic-Serving Institutions Education Grant (Cumberland)
7. Provider contract between: Gloucester County & RCSJ-Cumberland: WFNJ Occupational & Educational Services

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 policies under 1 through 3: (copies attached)

1. New Policy:
9015 Peaceful Assemblies on Campus
2. Reaffirmed Policy:
6005 Bidding & Procurement
3. Revised Policies:
6003 Banking & Investment
8001 Academic Integrity

STUDENT SERVICES

Judy Atkinson, Vice President, Chief Student Affairs Officer indicated the Spring semester was a little delay getting started today due to the weather, was happy to report that enrollment was up on both campuses. Ms. Atkinson informed the Board that last week the college announced the creation of the George Henry Rey, IV, Teaching is Advising Memorial Scholarship with the support of George's colleagues and the Rey Family in memory of his 20 years of dedicated service supporting student success.

BRANCH CAMPUS

Dr. Jim Piccone, Vice President/CAO, Branch Campus provided the following update on grants and enrollment for the Branch Campus:

- ACT Program (\$450,000) + (\$100,000) from Salem – A meeting will be held with Dr. Davidson and Ramon Casanova to create a plan to send down these funds by June 30th.
- USDA-Hispanic-Serving Institutions, National Institute of Food and Agriculture Grant (\$400,000). This grant will help the College partner with industry in the county, as well as in the development of food science certificate and degree programs.
- ReUp Grant (\$150,000) to Serve Students who have 'Some College, No Degree'. This will provide a chance to enhance what the College is doing with the Blackboard initiative. The Blackboard initiative will help recruit students and the ReUp grant will help retain the students through graduation.
- Enrollment is up on the Cumberland campus. An increase of 200 students (over 10%) and 3,700 credits (over 20%). Due to Dr. Keating's leadership and all the new initiatives, partnerships, and dedication of staff and faculty, people are seeing the value and the opportunities the College can offer them.

INNOVATION & TECHNOLOGY

Josh Piddington, Vice President/CIO, Innovation & Technology, explained the student retention tool called Starfish, which is currently used on the Cumberland Campus and at

Rowan University (RU), and then noted that the new ERP, Anthology will have a component called Succeed, which will connect both campuses in the same manner to enhance communication and student support services between campuses and with RU.

ROWAN COLLEGE FOUNDATION

Cody Miller, Director, Foundation & Alumni Relations

The Foundation Gala will be held on Friday, April 12 and invites will be sent out soon. You can RSVP by visiting rcsj.edu/gala

There have recently been two new endowments – the George Rey Memorial Scholarship for which there was a recent ceremony previously announced at a prior BOT meeting and the second was a \$10,000 endowment – the George Downing Memorial Scholarship.

Mr. Miller thanked Trustees Lita Abele and Greg Lopergolo for their generous donations to the Foundation. Lita’s gift and announcement will be forthcoming, and Greg helped to support food pantry operations on both the Cumberland and Gloucester campuses.

The Foundation had a very successful 2023, thanks to our donors and look forward to doing more for the college community on both the Gloucester and Cumberland Campuses in 2024.

Meg Resue relayed a message (due to difficulties with virtual technology) from **Trustee Bumpus** in response to Dr. Keating’s President’s Report earlier, that everyone is very excited and impressed about the Collegiate High School program and the partnership memorandum of understanding. He mentioned that there were two full superintendent meetings (Gloucester and Cumberland Counties) scheduled and all are looking forward to these opportunities.

PUBLIC PORTION

Chair Concordia asked Public comment:

No comments were received.

Chair Concordia thanked everyone for coming

ADJOURNMENT

At 7:12 p.m., Trustee Wills made a motion, seconded by Trustee Johnson. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,



Len Daws, Secretary

Notes taken by Meg Resue

Become a
COLLEGIATE HIGH SCHOOL
and take your students' experience to a new level

Give your high school students and their parents something more through the RCSJ Collegiate High School partnership with access to selective pathway programs, first chance at summer programs, earn college credits in the high school or at RCSJ, and access to Foundation Scholarships.

Advisors will help your high school students determine the best option for their goals, which may be simply earning a few college credits for the experience, all the way to completing an associate degree.

This program is in a pilot year and open to all Gloucester and Cumberland county high schools both private and public. To express your interest in participating, email Megan Ruttler, Associate Vice President of College and Career Readiness at mruttler@rcsj.edu.

Pathway Programs must meet at least four of the five points.

- Affiliation with a Premier Partner or Industry Partner
- Career opportunities or experiential learning or selective program seat opportunity
- 3+1 with Rowan University or cost savings opportunity
- Stackable credentials and/or Industry Valued Credentials
- Industry accreditation or national honor society

THE ROWAN PATHWAY

Stackable Credentials



Gloucester Campus
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING DECEMBER 31, 2023

	12/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 14,032,241	\$ 11,760,986	\$ (7,693,712)
Police Academy - Tuition	60,000	53,070	(49,140)
Fire Academy - Tuition	70,000	44,665	(60,575)
Continuing Education	750,000	297,918	(470,169)
GCIT			-
Fees	9,344,125	7,222,828	(5,514,799)
Out of County	40,000	1,782	(40,000)
Government Appropriations			
State			
Police Academy - State Funding	60,000	30,000	(50,000)
Fire Academy - State Funding	9,430	4,715	(7,858)
Continuing Ed - State Funding	107,168	53,584	(89,307)
Act - State Funding	87,500	43,750	(72,917)
County			
EDC - County Funding	275,000	137,500	(229,167)
Rowan Medicine - County Funding	75,000	37,500	(62,500)
Police Academy - County Funding	132,245	66,123	(110,204)
Fire Academy - County Funding	193,000	96,500	(160,833)
ACT Center - County Funding	205,762	102,881	(171,468)
			-
Federal			
		-	-
Other Revenues	488,300	306,322	(426,122)
Auxiliary Enterprises	87,000	47,653	(75,600)
Administrative Revenue	300,000	-	(300,000)
Miscellaneous Revenues	230,000		(230,000)
Drawdown from Unrestricted Fund Balance	2,406,420		(2,406,420)
County Debt Forgiveness	270,000		(270,000)
Reserve for Admin Systems Fee	(225,474)		225,474
Reserve for Capital Project	(225,474)		225,474
Total Revenues	\$ 43,489,597	\$ 25,090,209	\$ (30,634,990)

Current Operating Expenditures

Instruction - Total	17,081,657	\$	8,501,796	\$	15,821,918
Personnel - FT	7,993,559		3,916,940		7,633,137
Personnel - FT OT, OL, Misc	2,308,926		1,429,824		1,853,523
Benefits	3,913,847		1,720,476		3,633,682
Personnel - PT	2,676,125		1,329,538		2,545,022

Expenses	189,200	105,018	156,554
Continuing Education - Total	1,506,108	\$ 850,694	\$ 1,322,525
Personnel - FT	547,679	347,245	816,279
Personnel - FT OT, OL, Misc	225	1,400	(7,957)
Benefits	268,157	137,679	395,374
Personnel - PT	254,368	120,867	415,081
Expenses	435,679	243,503	610,264
Police Academy - Total	315,493	\$ 113,252	\$ 279,939
Personnel - FT	135,112	40,015	113,713
Personnel - FT OT, OL, Misc			-
Benefits	66,154	13,904	63,292
Personnel - PT	68,668	49,448	65,929
Expenses	45,560	9,885	37,006
Fire Academy - Total	214,531	\$ 141,369	\$ 180,373
Personnel - FT	65,035	35,068	56,570
Personnel - FT OT, OL, Misc	6,049		6,049
Benefits	31,843	13,904	29,335
Personnel - PT	66,990	64,131	60,626
Expenses	44,615	28,266	27,794
Academic Support - Total	3,023,911	\$ 1,678,393	\$ 2,525,370
Personnel - FT	1,571,187	863,445	2,064,667
Personnel - FT OT, OL, Misc	58,304	30,825	61,568
Benefits	769,292	338,664	991,635
Personnel - PT	302,142	173,223	519,353
Expenses	322,986	272,236	329,476
Student Services - Total	7,705,321	\$ 3,839,923	\$ 6,557,715
Personnel - FT	4,264,346	2,350,762	5,992,918
Personnel - FT OT, OL, Misc	90,377	37,401	87,041
Benefits	2,087,931	761,255	2,835,778
Personnel - PT	446,243	245,877	849,856
Expenses	816,424	444,628	1,087,464
Institutional Support - Total	6,927,714	\$ 4,429,825	\$ 5,442,589
Personnel - FT	3,153,874	1,748,278	4,575,582
Personnel - FT OT, OL, Misc	3,000	51,763	4,233
Benefits	1,544,216	1,175,513	2,253,421
Personnel - PT	67,123	81,512	175,663
Expenses	2,159,501	1,372,759	3,687,407
Operating & Maintenance - Total	6,195,729	\$ 3,286,604	\$ 5,452,959
Personnel - FT	2,044,010	1,022,487	1,874,678
Personnel - FT OT, OL, Misc	79,439	60,395	72,289
Benefits	1,000,798	666,927	889,463
Personnel - PT	92,385	60,137	105,408
Expenses	2,979,097	1,476,658	6,107,521
Leasing Expenses		-	\$ -
Retiree Benefits	422,950	248,487	358,659
Auxiliary Enterprises	75,180	4,917	103,805
Debt Payments	21,003	75,180	107,400
Total Operating Expenditures	\$ 43,489,597	\$ 23,095,260	\$ 38,045,852

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

	12/31/2023		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 5,066,640	\$ 5,287,004	\$ 220,364
Continuing Education	637,500	416,466	(221,034)
Fees	3,545,984	3,511,243	(34,741)
Out of County (Charge back)	50,000	22,609	(27,391)
	-		-
Government Appropriations			
State	4,061,209	2,495,859	(1,565,350)
County	7,400,000	3,675,000	(3,725,000)
Other Revenues	303,500	187,307	(116,193)
Auxiliary Enterprises	287,000	111,874	(175,126)
Reserve Capital Proj	1,939,756		(1,939,756)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			-
Federal (CARES Act)	-	-	-
Total Revenues	\$ 23,291,589	\$ 15,707,362	\$ (7,584,227)
Current Operating Expenditures			
Instruction - Total	\$ 7,683,243	\$ 3,526,644	\$ 4,156,599
Personnel - FT	3,147,865	1,345,711	1,802,154
Personnel - FT OT, OL, Misc	1,332,556	674,577	657,979
Benefits	1,601,140	714,730	886,410
Personnel - PT	1,467,682	720,936	746,746
Expenses	134,000	70,690	63,310
Continuing Education - Total	\$ 906,516	\$ 504,310	\$ 402,206
Personnel - FT	347,111	171,509	175,602
Personnel - FT OT, OL, Misc	-	6,679	(6,679)
Benefits	152,054	84,607	67,447
Personnel - PT	180,557	96,195	84,362
Expenses	226,794	145,320	81,474
Academic Support - Total	\$ 1,441,330	\$ 674,209	\$ 767,121
Personnel - FT	717,474	337,822	379,652
Personnel - FT OT, OL, Misc	12,600	240	12,360
Benefits	367,729	175,729	192,000
Personnel - PT	245,227	82,044	163,183

Expenses	98,300	78,374	19,926
Student Services - Total	\$ 4,295,342	\$ 2,039,712	\$ 2,255,630
Personnel - FT	2,345,660	1,055,694	1,289,966
Personnel - FT OT, OL, Misc	4,500	23,791	(19,291)
Benefits	1,179,673	568,974	610,699
Personnel - PT	432,372	228,906	203,466
Expenses	333,137	162,347	170,790
Institutional Support - Total	\$ 5,253,716	2,315,038	\$ 2,938,678
Personnel - FT	1,913,274	939,499	973,775
Personnel - FT OT, OL, Misc	20,500	33,209	(12,709)
Benefits	1,042,794	410,293	632,501
Personnel - PT	126,014	46,001	80,013
Expenses	2,151,134	886,036	1,265,098
Operating & Maintenance - Total	\$ 3,596,397	\$ 1,680,312	\$ 1,916,085
Personnel - FT	75,795	46,713	29,082
Personnel - FT OT, OL, Misc	-	882	(882)
Benefits	38,818	17,153	21,665
Personnel - PT	23,961	-	23,961
Expenses	3,457,823	1,615,564	1,842,259
Debt Service	\$ 32,220	32,220	\$ -
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 82,825	26,592	\$ 56,233
Total Operating Expenditures	\$ 23,291,589	\$ 10,799,037	\$ 12,492,552

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: January 5th, 2023,
SUBJECT: **CRIME STATISTICS for the month of December 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	1 Incidents	0 Incidents
Harassment	0 Incidents	0 Incidents
Criminal Mischief	0 Incidents	0 Incidents
Receiving Stolen Property	0 Incidents	0 Incidents
False Public Alarms	1 Incidents	0 Incidents
Emergency Notifications	0 Incidents	0 Incidents
Assault	0 Incidents	0 Incidents
Sexual Assault/Contact	0 Incidents	0 Incidents
Hate Crimes	0 Incidents	0 Incidents
Violence Against Women	0 Incidents	0 Incidents
Timely Warnings	0 Incidents	0 Incidents
Motor Vehicle Accidents/Incidents	0 Incidents	0 Incidents
Fire	0 Incidents	0 Incidents
Medical Assist/Incidents	1 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, Cumberland Campus, 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 numbers AVTQ25849 in the amount of \$34,383, AVTQ25684-04 in the amount of \$165,318 and AVTQ25722-02 in the amount of \$49,694 using OMNIA contract R200803.

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 of audio-visual items, associated hardware, and installation from Applied Video Technology using OMNIA Partners Contract number R200803 in the amount of \$249,395.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





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

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

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

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

WHEREAS, Blackboard Inc. has agreed to perform the necessary services for \$132,000. Of that total amount \$92,400 will be allocated to the Gloucester campus and \$39,600 will be allocated to the Cumberland campus; 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 Blackboard Inc. in the amount of \$132,000 for student enrollment consulting and coaching.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 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 EAB GLOBAL INC.

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted without public advertising for bids; and

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (19), the Board of Trustees may by resolution purchase goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware without public advertising for bids; and

WHEREAS, the college administration has determined that EAB Global, formerly Hobsons, Inc., is the sole source supplier of Starfish Student Success Platform and can supply the College with their Starfish Essentials and professional services for a period of one year in the amount of \$52,852.00 beginning on January 1, 2024 and ending on December 31, 2024; 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 EAB Global, formerly Hobsons Inc., in the amount of \$52,852.00 for a period of January 1, 2024 to December 31, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AWARDING A CONTRACT TO MARINO GENERAL CONSTRUCTION INC. FOR STEPHEN M. SWEENEY CENTER FOR SPECIAL SERVICES CLASSROOM ADDITIONS

WHEREAS, Rowan College of South Jersey (hereinafter “College”) publicly solicited bids for Steven M. Sweeney Center for Special Services Classroom Additions; 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, two (2) sealed bids were received and publicly opened on December 14, 2023; and

WHEREAS, the two (2) lowest bids are as follows:

<u>Bidders</u>	<u>Base Bid</u>
Marino General Construction Inc.	\$1,669,570
Arthur Ogren	\$1,946,000

WHEREAS, the bid of Marino General Construction Inc. (hereinafter “Marino General Construction”) has been reviewed by the College’s professionals who have recommended an award to Marino General Construction for the Base Bid of \$1,669,570 as the lowest responsive bidder; and


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

WHEREAS, at the December 19, 2023 Board of Trustees meeting the financial obligation was incorrectly listed as Chapter 12. The correct funding source is the County of Gloucester; 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 16th day of January 2024 that the College hereby awards a contract to Marino General Construction for Steven M. Sweeney Center for Special Services Classroom Additions for the Base Bid amount of \$1,669,570 and the Chairman of the Board of Trustees and/or the College’s Chief Operating 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 January 16, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN JOHNSON CONTROLS 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, Johnson Controls, 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 vendor selected has a Contract with Sourcewell, which Rowan College of South Jersey is a member utilizing contract # 031517-TIS; and

WHEREAS, Johnson Controls has submitted quote numbers 1-81BK04D and 1-8217OS6 based on contract pricing to provide Sweeney Center Classroom addition security system installation in the amount of \$33,517.62 with an annual service charge of \$1,276.40; and

WHEREAS, the financial obligation will be paid from 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 that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Johnson Controls in the amount of \$33,517.62 to provide security system installation for the Sweeney Center Classroom addition and \$1,276.40 for annual service.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TRANE 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, Trane, 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 vendor selected has a Contract with OMNIA Partners, which Rowan College of South Jersey is a member utilizing contract # 3341; and

WHEREAS, Trane has submitted two quotes based on contract pricing to provide Sweeney Center Classroom addition HVAC hardware and startup for \$90,460 and installation / BAS controls for \$52,225 for a total of \$142,685; and

WHEREAS, the financial obligation will be paid from 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 that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Trane in the amount of \$142,685 to provide HVAC hardware, installation, and BAS controls for the Sweeney Center Classroom addition.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





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, including completing a remedial action report, and all other services as outlined in TTI Proposal No. 24-009 in the amount of \$94,241 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 \$94,241 for environmental services as outlined in TTI Proposal 24-009.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair



RCSI - GLOUCESTER - PERSONNEL ACTIONS

DATE: 1/16/2024

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

(4) Four Full-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Director, One Stop Enrollment Services	Victoria Bowman	New Position	External Candidate	\$45,000.00 per year	1/16/2024
Director III, Secondary Education Engagement	Shannon Lippincott	New Position	External Candidate	\$57,500.00 per year	2/1/2024
Human Resources Generalist	Canisha Whitehead	Replacement	External Candidate	\$50,000.00 per year	1/2/2024
Instructor I, Nursing & Health Professions	Emily Chamberlain	New Position	External Candidate	\$60,000.00 per year	1/1/2024

(5) Five Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Coordinator, Maintenance	Derek Mecke	Retirement	Internal Hire	\$25.00 per hour	12/23/2023
Instructor I, Communications and Creative & Performing Arts	Stephen Litten	Part-Time to Full-Time	Internal Hire	\$45,000.00 per year	1/15/2024
One Stop Enrollment Representative III	Michelle Chivers	Title Change	Internal Hire	\$18.96 per hour	12/23/2023
One Stop Enrollment Representative IV	Esther Lenhart	Title Change	Internal Hire	\$21.57 per hour	12/23/2023
One Stop Enrollment Representative IV	Lorna LaMaestra	Title Change	Internal Hire	\$22.69 per hour	12/23/2023

(4) Four Resignations:

Title	Name	Rationale	Salary	Effective Date
Administrator I, Advisement Center	Ribca Ralph	Resignation	\$43,987.50 per year	1/19/2024
Advisor, Center for College & Career Readiness	Melanie Gaston	Resignation	\$43,987.00 per year	1/26/2024
Employment Specialist	McNeil Wrice	Resignation	\$38,966.00 per year	1/2/2024
Custodian	Clayton Hill, Jr.	Resignation	\$21.38 per hour	12/29/2023

(2) Two Retirement:

Title	Name	Rationale	Salary	Effective Date
Custodian	Timothy Mitcham	Retirement	\$25.72 per hour	2/1/2024
Custodian	Jacqueline Wyatt	Retirement	\$25.65 per hour	6/1/2024

(1) One Part-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Library Assistant	Ornella Paternostro	Resignation	External Candidate	\$15.13 per hour	1/2/2024

(5) Five Adjunct 2023-2024 New Hires:

Name	Division
Kimberly Fougeray	Nursing and Health
Kristen Wilson	Nursing and Health
Christine Datz	STEM
Michael Alestra	STEM
Carlos Parker	Behavioral Science & Law & Social Justice

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 1/16/2024

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

(4) Four Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Professor II, Behavioral Sciences & Law and Social Justice	John Wojtowicz	Part-Time to Full-Time	Internal Hire	\$55,499.00 per year	9/1/2024
Assistant Professor II, Nursing & Health Professions	Kelly Edelman	Transfer	Internal Hire	\$62,100.00 per year	1/15/2024
Student Development Advisor, SSS/TRIO	Simran Rattan	Resignation	Internal Hire	\$52,185.00 per year	1/2/2024
Technician, Instructional Technology	Sharon Murray	Reassignment	Internal Hire	\$43,377.00 per year	1/15/2024

(1) One Part-Time Hire:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Nursing Student Success Coach	Melissa Sweeney	New Position	Internal Hire	\$35.00 per hour (grant-funded)	1/2/2024

(1) One Resignation:

Title	Name	Rationale	Salary	Effective Date
Administrative Assistant, Financial Aid	Rebekah Batten	Resignation	\$39,745.00 per year	1/3/2024



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT FUNDING FOR THE CENTER FOR ADULT TRANSITION GRANT

WHEREAS, the New Jersey Office of the Secretary of Higher Education announced a second round of FY2024 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, 2023 to June 30, 2024; and

WHEREAS, this grant funding opportunity emphasizes New Jersey's commitment to ensuring all students, regardless of life circumstances, have access to high-quality, career-relevant academic programs to succeed in the global economy; and

WHEREAS, Rowan College of South Jersey seeks to apply for and upon award, accept up to \$457,356 in funds to expand the Adult Center for Transition (ACT) program on the Gloucester and Cumberland Campuses.

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 \$457,356 in funding to expand the Adult Center for Transition (ACT) program on both the RCSJ-Cumberland and RCSJ-Gloucester campuses for the period of July 1, 2023 to June 30, 2024.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT FUNDING FOR THE CENTER FOR ADULT TRANSITION GRANT IN COLLABORATION WITH SALEM COUNTY COLLEGE

WHEREAS, the New Jersey Office of the Secretary of Higher Education announced a second round of FY2024 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 January 1, 2024 to June 30, 2024; and

WHEREAS, this grant funding opportunity emphasizes New Jersey's commitment to ensuring all students, regardless of life circumstances, have access to high-quality, career-relevant academic programs to succeed in the global economy; and

WHEREAS, Rowan College of South Jersey seeks to apply for and upon award, accept up to \$100,000 in funds to expand the Adult Center for Transition (ACT) program on the Gloucester and Cumberland campuses to support students from Salem County in collaboration with Salem Community College.

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 \$100,000 in funding to expand the Adult Center for Transition (ACT) program on both the RCSJ-Cumberland and RCSJ-Gloucester campuses to support students from Salem County in collaboration with Salem Community College for the period of January 1, 2024 to June 30, 2024.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN EDUCATIONAL SIGN LANGUAGE INTERPRETER ON THE GLOUCESTER CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Educational Sign Language Interpreter on the Gloucester Campus; and

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

WHEREAS, this program will provide one semester of concentrated study in education for those who plan to pursue a career as an Educational Sign Language Interpreter, meeting all New Jersey Department of Education criteria, and enter directly into the workforce; 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 Certificate of Achievement in Educational Sign Language Interpreter beginning September 1, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION TO GRANT THE POLICE ACADEMY PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR LAW ENFORCEMENT OFFICERS TRAINING AND EQUIPMENT FUND (LEOTEF) GRANT FROM THE STATE OF NEW JERSEY, OFFICE OF THE ATTORNEY GENERAL, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant sub-award number: LEOTEF -08-24; and

WHEREAS, the period of the program will be July 1, 2023, to June 30, 2024, in the amount of \$7,497.00; and

WHEREAS, The Police Academy will assist staff of Law and Justice with operational capacity; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the approval of the resolution for the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant for the period of July 1, 2023, to June 30, 2024, in the amount of \$7,497.00

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ACCEPT AND SIGN THE MEMORANDUM OF AGREEMENT BETWEEN THE NEW JERSEY DEPARTMENT OF EDUCATION AND ROWAN COLLEGE OF SOUTH JERSEY FOR THE ADMINISTRATION OF THE ADULT EDUCATION TESTS

WHEREAS, Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to accept and sign the Memorandum of Agreement between the New Jersey Department of Education and Rowan College of South Jersey, Cumberland and Rowan College of South Jersey, Gloucester, which is a public institution, to administer the Adult Education tests for two calendar years; and

WHEREAS, the period of the Memorandum of Agreement will begin January 1, 2024 through December 31, 2025; and

WHEREAS, this agreement is for Rowan College of South Jersey, Cumberland and Rowan College of South Jersey, Gloucester to continue to serve as the High School Equivalency Testing Centers; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept and sign the Memorandum of Agreement between the New Jersey Department of Education and Rowan College of South Jersey, Cumberland and Rowan College of South Jersey, Gloucester, to administer the Adult Education tests for two calendar years.

ADOPTED at Rowan College of South Jersey the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT FUNDING FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE HISPANIC-SERVING INSTITUTIONS EDUCATION GRANTS PROGRAM

WHEREAS, the purpose of the grant is to attract and support undergraduate students from underrepresented groups to prepare them for careers related to the food, agricultural natural resources, and human systems and sciences; 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 apply for and upon award, accept up to \$400,000 in funds from the United States Department of Agriculture Hispanic-Serving Institutions Education grants program on the Cumberland Campus.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution to apply for and upon award, accept up to \$400,000 in funds from the United States Department of Agriculture Hispanic-Serving Institutions Education grants program on the Cumberland Campus for the 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 January 16, 2024.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE CONTRACT BETWEEN THE COUNTY OF GLOUCESTER AND ROWAN COLLEGE OF SOUTH JERSEY - CUMBERLAND FOR THE PROVIDER OF WORKFORCE TRAINING TO INDIVIDUALS THROUGH WORKFORCE INNOVATIONAL OPPORTUNITY ACT (WIOA) AND WORK FIRST NEW JERSEY (WFNJ) BEGINNING JULY 1, 2023 THROUGH JUNE 30, 2025

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services to accept and sign the Contract between the County of Gloucester and Rowan College of South Jersey, Cumberland Campus, as a provider of occupational & educational training services; and

WHEREAS, the period of the contract will begin July 1, 2023 through June 30, 2025; and

WHEREAS, this program is for the continuation to allow the County of Gloucester to refer appropriate candidates to RCSJ for the provision of workforce training programs to individuals who cannot obtain employment without said training; and

WHEREAS, these services shall be paid via the Workforce Innovational Opportunity Act (WIOA) and Work First New Jersey (WFNJ) “training” funds; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the approval of the resolution for Academic Services to accept and sign the Contract between the County of Gloucester and Rowan College of South Jersey-Cumberland Campus as a provider of WFNJ occupational & educational services for the period of July 1, 2023 through June 30, 2025.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held January 16, 2024.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





Board of Trustees Policy Synopsis

New Policy:

9015 Peaceful Assemblies on Campus

Background for policy development:

This policy was developed to provide a mechanism for supporting freedom of expression and the exchange of ideas facilitated by accommodating peaceful assemblies on campus.

Reaffirm Policy:

6005 Bidding and Procurement

Background for policy reaffirmation:

The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm this policy.

Revise Policy:

6003 Banking and Investment

Background for policy revision:

The policy was revised to revise the Finance Committee of the Board's periodic review of the investment instruments of the College from "may" to "will".

8001 Academic Integrity

Background for policy revision:

This policy was revised to incorporate information pertaining to artificial intelligence.



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

NEW

4
5 Policy: 9015
6 Title: **PEACEFUL ASSEMBLIES ON CAMPUS**
7 Area: Safety and Security
8 Approved: TBD
9

10
11 Rowan College of South Jersey (RCSJ) is a student-centered, success-oriented, accessible and
12 affordable learning institution, dedicated to enhancing the community's economic development
13 and quality of life by providing academic excellence ~~in~~ through offering innovative programs
14 and services to a diverse community in a safe and caring environment.
15

16 As a learning institution, RCSJ supports freedom of expression and the exchange of ideas that
17 can be facilitated by accommodating peaceful assemblies on campus.
18

19 All peaceful assemblies on campus are subject to all College polices and administrative
20 procedures that were established to specifically protect and provide a safe environment for the
21 college community, inclusive of all students, faculty, staff, and visitors across all campus
22 locations in Gloucester and Cumberland counties.
23

24 The President will have administrative procedures developed to further define and implement
25 this policy.
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36 References:

37
38 Rowan College of South Jersey Administrative Procedure, *9015 Peaceful Assemblies on*
39 *Campus*



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

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5 **REAFFIRM**

6 Policy: 6005
7 Title: **BIDDING AND PROCUREMENT**
8 Area: Finance
9 Approved: 07/01/19
10 **Reaffirmed: TBD**

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13 In accordance with County College Contracts Law, the College shall endeavor to publicly
14 bid all contracts and procurements. However, there are circumstances where it may be
15 necessary and/or advantageous for the College to award contracts without public bidding
16 or advertisement.

17
18 Public bidding of contracts and procurements may be waived when:

- 19
20 1. The procurement does not exceed the dollar threshold in statute or established by
21 the state treasurer;
22 2. The procurement is through a “state contract” issued through the New Jersey
23 Division of Purchase and Property;
24 3. The procurement is necessitated by an emergency situation;
25 4. The Board of Trustees approves the purchase, contract, or agreement under
26 conditions specified in the state statute; or
27 5. The College enters into a joint purchasing agreement with other New Jersey
28 colleges, its local county government municipalities within the county or regional
29 cooperatives.

30
31 Administrative procedure will be developed to ensure that all state contracts and bidding
32 laws are followed.

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36 References:

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38 Rowan College of South Jersey Administrative Procedure, *6005 Bidding and*
39 *Procurement*



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

4 REVISE

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6 Policy: 6003
7 Title: **BANKING AND INVESTING**
8 Area: Finance
9 Approved: 07/01/19
10 Revised: TBD
11

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13 The College will develop procedures for the receipt, deposit, and disbursement of funds
14 coming into its control which have the goal of insuring the most positive, interest-bearing
15 investments, and minimizing nonproductive or idle cash balances.

16
17 The Board of Trustees will designate one or more banks for the collection, disbursement,
18 and/or investment of College funds in accordance with state statute. Any designated
19 financial institution must have a bank branch located within Gloucester County and/or
20 Cumberland County.

21
22 Any depository of College funds must provide proof on an annual basis that College
23 funds are protected under the auspices of the Governmental Unit Deposit Protection Act
24 of 1970.

25
26 Funds in excess of normal cash flow requirements may be invested in certificates of
27 deposit (CDs) issued by Board-designated College depositories. CD procurements will
28 be based on liquidity and the maximizing of investment income.

29
30 The Finance Committee of the Board ~~may~~ will periodically review the investment
31 instruments of the College and make recommendations to the Board of Trustees of any
32 alternate investment instruments. Any alternate instrument must ensure safety, meet the
33 College liquidity needs, and produce appropriate investment income to the College.

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37 References:

38
39 Rowan College of South Jersey Administrative Procedure, *6003 Banking and Investing*



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

4
5 REVISE

6 Policy: 8001
7 Title: **ACADEMIC INTEGRITY**
8 Area: Student Services
9 Approved: 07/01/19, 05/05/21
10 Revised: TBD
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13 In its most elementary form, academic integrity encompasses the principles of an honest, fair,
14 and continuing pursuit of the truth. As such, and means students are expected to author their own
15 work. Moreover, the this process should takes place in an learning environment where each
16 participant has a responsibility for dealing fairly with the other members of the community. The
17 advent of new technology, such as artificial intelligence, brings to light new and continuing
18 opportunities for students to learn and implement current tools into their educational experience.
19 It is necessary these technological tools be used with honesty, integrity, and the common goal of
20 maintaining the final product as the student's original work. Students and instructors are
21 expected to use these tools in accordance with the individual course guidelines and the principles
22 of academic integrity outlined by the College. The College is committed to these principles of
23 academic integrity and the educational experience it they fosters. The expectation to uphold the
24 standards of academic integrity and honesty, while pursuing the skills of digital literacy and
25 information literacy is the continued responsibility of every member of the College community.
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29 The President will have administrative procedures developed to further define and implement
30 this policy.
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36 References:

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38 Rowan College of South Jersey Administrative Procedure, *8001 Academic Integrity*