

**GLOUCESTER COUNTY COLLEGE**  
**1400 Tanyard Road**  
**Sewell, NJ 08080-9518**

**May 5, 2010**

**WORK SESSION MINUTES**

Chair Gene J. Concordia called the Work Session of the Board of Trustees of Gloucester County College to order at 6:15 p.m. in the Library Board Room.

**Members Present:**

Mr. Gene J. Concordia, Chair  
Ms. Yvette C. Ross, Secretary  
Mr. Joseph A. Scaffidi, Treasurer  
Ms. Isabelita M. Abele  
Mr. Andrew A. DiNardo  
Dr. George J. Scott  
Mrs. Virginia N. Scott  
Dr. Russell A. Davis, ex-officio

**Members Absent:**

Mr. Edward J. Campbell, Vice Chair  
Mr. Grant W. Keller, Esq.  
Dr. H. Mark Stanwood  
Mr. Douglas J. Wills, Esq.

**Advisors Present:**

Mr. Christopher Gibson, Esq.  
Dr. Geraldine Martin  
Mr. Frank Hayden  
Mr. Fred Keating

**Cabinet Present:**

Mr. Nick Burzichelli  
Mr. John Henzy  
Ms. Patricia Claghorn  
Mr. Joseph Getsinger  
Ms. Elizabeth Hall  
Ms. Susan Hall  
Ms. Almarie Jones  
Ms. Danielle Morganti  
Mr. Josh Piddington

Chair Gene J. Concordia called the meeting to order and roll was taken. Chair Concordia recognized the Faculty Board Representative, Dr. Geraldine Martin, the Student Government President, Mr. Frank Hayden, and Dr. Lawrence Nespoli, President of the New Jersey Council of County Colleges. President Davis then gave his President's Report.

**President's Report**

**Meet Our Students**

Dr. Davis introduced Kevin Walsh, a NJ STAR student who began his journey at GCC in the Fall of 2008 after he graduated from Clearview Regional High School. Mr. Walsh will graduate this May with a degree in Business Administration and is transferring to Rutgers Camden to study marketing. He spoke about his memorable experience at GCC and how caring everyone was. He gave a special thank you to Cheryl Budd and John Ortiz for their continual support while at GCC.

Dr. Davis continued with the President's Report (attached) and the special presentations continued.

**Library**

Dr. Davis introduced Ms. Jane Crocker, Senior Director, Library. Ms. Crocker gave a Powerpoint presentation providing an update on the library including current usage and trends going forward.

**WORK SESSION MINUTES**

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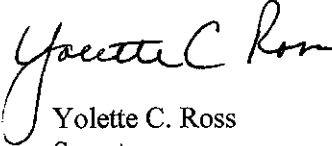
Clery Act

Dr. Davis introduced Mr. Joseph Getsinger, Executive Director, Safety and Security who presented and discussed the federally mandated requirements of the Jeanne Clery Disclosure of Campus Security and Policy and Campus Crime Statistics Act.

At 6:50 p.m., Mr. Concordia read a resolution to go into Closed Session. Ms. Ross made a motion, seconded by Mr. Scaffidi, to approve the resolution. It was unanimously passed.

At 7:58 p.m., Ms. Ross made a motion to end both the Closed Session and the Work Session. Mrs. Scott seconded the motion, and it was unanimously passed.

Respectfully submitted,

  
Yvette C. Ross  
Secretary

Notes taken by M. Resue



# Gloucester County College

## The President's Report

May 5, 2010

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### Meet Our Students

Tonight I have invited Kevin Walsh to speak with you about his experience as a student athlete at Gloucester County College. Kevin is a NJ STAR student and began his journey at GCC in the Fall of 2008 after he graduated from Clearview Regional High School. This month he will be graduating with his degree in Business Administration and is transferring to Rutgers Camden to study Marketing.

Kevin has been involved in sports and many other extracurricular activities. He was named to the All-Region and All-District teams for cross country in the Fall, he was the DECA Club Vice President, and this year he received Phi Theta Kappa's Distinguished Member award.

### Library

Ms. Jane Crocker, Senior Director, Library, will speak with us tonight about the library of the future.

### Clery Act

Mr. Joseph Getsinger, Executive Director, Safety and Security, will discuss the federally mandated requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

### AACC Convention Presentation

Along with Dean Barbara Turner and Executive Director of Institutional Research and Assessment Karen Durkin, I presented the College's assessment and program review activity under the title of "*Creating a Culture of Assessment*" during the AACC Convention in Seattle. Our College was showcased during this national presentation to community colleges around the country who had an opportunity to compare our progress with campus-wide assessment plans.

The second presentation I made was with the AACC CEO's Academy, in which one year prior I was an attendee. This presentation was attended by 32 new community college presidents, who had an opportunity to hear from a panel of three formally new presidents about the challenges and victories of serving the college as its chief officer.

At the New CEO's Luncheon, I was honored to be part of an esteemed group of college presidents representing Gloucester County College as one of the most recognized college presidents nationally. While it was a great personal honor, it was also very enlightening to have our college recognized as well. At the Sunday breakfast meeting, I was afforded the opportunity to present music to the national audience of attendees. In addition to the presentations, I attended seminars on Fundraising, Capital Projects and Renewal, and The Entrepreneurial College; a look into future funding mandates for community colleges.

## United Way

I am pleased to inform you that I will be serving as the 2010 United Way Campaign Chair for the United Way of Gloucester County.

## State of the College Address:

On Thursday, May 13, I will present the *State of the College* address highlighting our accomplishments, endeavors and plans. This will take place at 3:00 p.m. in IC430.

## Year End Activities

This month will be filled with exciting and rewarding events, especially those to recognize and honor our students' successes. I thank the Trustees in advance for participating in these events, which include:

- GCIT Day at Gloucester County College
- Nurses Pinning Ceremony
- Technology Fair for Women and Girls
- Adult High School Graduation
- President's Award Ceremony
- Commencement
- Athletic Banquet
- Fire Academy Graduation
- Police Academy Special Officer II Graduation

## *Dates to Remember:*

### May

5	Board of Trustee meeting – Library Board Room, 6:15 pm
12	GCIT Day
14	End of weekday classes
15	End of Saturday classes
17	Nursing Program Pinning Ceremony – Gymnasium, 6 pm
18	Technology Fair for Women and Girls – College Center, 9 am
18	Athletic Banquet – Masso's, 6 pm
19	President's Awards Ceremony – Gymnasium, 7 pm
20	High School Diploma Recognition Ceremony – Gymnasium, 7 pm
21	President's Commencement Reception – Main Dining Room, 5 pm
21	Commencement – College Plaza, 6 pm
24	Summer I session begins
25	Fire Academy Graduation – Gymnasium, 6 pm
26	Police Academy SLEO II Graduation – Gymnasium, 6 pm
31	College Closed – Holiday

### June

2	Board of Trustee Meeting – Library Board Room, 6:15 pm
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**May 5, 2010**

**REGULAR SESSION MINUTES**

Chair Gene J. Concordia, who advised that proper notification of the meeting had been given in accordance with the Sunshine Law Requirements, called the Regular Session of the Board of Trustees of Gloucester County College to order at 7:58 p.m. in the Library Board Room.

**Members Present:**

Mr. Gene J. Concordia, Chair  
Ms. Yolette C. Ross, Secretary  
Mr. Joseph A. Scaffidi, Treasurer  
Ms. Isabelita M. Abele  
Mr. Andrew A. DiNardo  
Dr. George J. Scott  
Mrs. Virginia N. Scott  
Dr. Russell A. Davis, ex-officio

**Members Absent:**

Mr. Edward J. Campbell, Vice Chair  
Mr. Grant W. Keller, Esq.  
Dr. H. Mark Stanwood  
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**Advisors Present:**

Mr. Christopher Gibson, Esq.  
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Mr. Nick Burzichelli  
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Mr. Joseph Getsinger  
Ms. Elizabeth Hall  
Ms. Susan Hall  
Ms. Almarie Jones  
Ms. Danielle Morganti  
Mr. Josh Piddington

Chair Concordia lead the Pledge of Allegiance and roll was taken.

**COMMUNICATIONS**

None.

**ACCEPTANCE OF MINUTES**

Chair Concordia declared minutes accepted as presented.

**FACILITIES/PROPERTY**

**Reallocation of "Chapter 12" Funding**

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Ms. Ross and unanimously passed, to approve the reallocated \$4,722,625 balance transfer from the 2004, 2006 and 2008 "Chaper 12" funding capital budgets to the revised project list (attached).

## **REGULAR SESSION MINUTES**

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### PE Construction Management

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Mrs. Scott and unanimously passed, approving GREYHAWK as construction managers for the renovation of the Physical Education Center for a cost not to exceed \$26,500.

### Server Room Renovation

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Mr. DiNardo and unanimously passed, to accept the lowest responsive, responsible bid to Ray Angelini, Inc. of Sewell, NJ, for the total cost of \$364,800.

### Audio/Visual Equipment and Supplies

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Mr. Scott, and unanimously passed, approving Advanced Audio Visual Sales, Inc., as the lowest responsive, responsible bid for the purchase and delivery of audio/visual equipment and supplies for a total contract cost of \$51,093.30

## **SAFETY & SECURITY**

None

## **ACADEMIC AND STUDENT SERVICES**

### Dept. of Community Affairs for Displaced Homemaker Program

On the recommendation of the President, Mrs. Scott made a motion, seconded by Dr. Scott and unanimously passed, to approve applying to the Dept. of Community Affairs for the Displaced Homemaker Program grant.

## **FINANCE**

### Financial Statements

Information: The Comparative Statement of Revenue & Expenditures for the month ending March 31, 2010, was presented to the Board.

### GASB45 Actuarial Analysis

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Mr. DiNardo and unanimously passed, to approve a contract with Anon Consulting to perform the actuarial analysis.

### Accounts Receivable Collection Service

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Ms. Ross and unanimously passed, to approve a collection agency contract with Windham Professionals for a one year period from July 1, 2010 through June 30, 2011.

## **REGULAR SESSION MINUTES**

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### **PERSONNEL**

#### **Education/General Fund Actions**

##### **Non-represented Salary Administration Program**

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Mrs. Scott, the motion was passed with one (1) abstention from Mr. Scaffidi, to approve the Non-represented Salary Administration Program.

##### **One (1) Appointment**

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Dr. Scott and unanimously passed, to approve the appointment of Jesenia Brown, Team Coordinator, Level IV, Continuing Education, \$14.56 per hour, effective 5/10/10.

##### **Five (5) Promotions**

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Mr. Scaffidi and unanimously passed, to approve the following actions:

1. Ritamarie Giosa, from Instructor I, Nursing (10 month), to Assistant Dean, Nursing/Allied Health (12 month), \$61,200 per annum, effective 7/1/10.
2. Josh Piddington, from Director II, Technology, to Executive Director, Technology, \$85,000 per annum, prorated, effective 5/10/10.
3. Anthony Pollitt, from Security Officer (part time) to Security Officer (full time), \$12.00 per hour, effective 5/10/10.
4. Shannon Theurer, from Technician, Student Services (part time), to Project Clerk, Level II, Student Services (full time), \$13.68 per hour, effective 7/1/10.
5. Jennifer Yager, from Technician, Instructional Technology (part time), to Assistant Webmaster (full time), \$16.15 per hour, effective 7/1/10.

##### **One (1) Part Time Hire**

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Mrs. Scott and unanimously passed, to approve part-time hiring of Amran Abdullahi, Technician, Dean of Students, \$9.50 per hour.

##### **Two (2) Additions to the 2009-2010 Adjunct List**

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Ms. Ross and unanimously passed, to approve the following additions to the 2009-2010 adjunct list:

1. Christopher Martin, HPER/Athletics
2. Michael Carr, Social Science

### **OTHER**

#### **Shared Services Agreement**

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Mr. DiNardo and unanimously passed the resolution for GCC to work with The County of Gloucester, The Board of Education of Special Services District, The Vocational School District of Gloucester County to implement the sharing of custodial services through September 30, 2010 to the benefit of all participants.

## REGULAR SESSION MINUTES

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### Art Donations

On the recommendation of the President, Ms. Abele made a motion, seconded by Dr. Scott and unanimously passed to accept the following art donation from Dr. Ross Beitzel, Professor Emeritus and Curator of the GCC Permanent Art Collection:

1. "*Christian Byzantine Icon* valued at \$250.

### Resolutions

On the recommendation of the President, Mrs. Scott made a motion, seconded by Ms. Ross and unanimously passed, to adopt the three (3) resolutions for "*Citizens Award for Service to the College and Community*" to the following recipients:

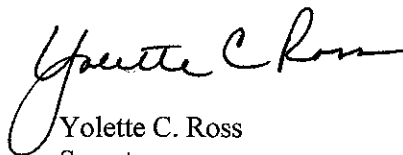
1. Mr. Lawrence DePasquale
2. Ms. Jacquelyn Love
3. Mr. Paul Stankard

### Public Portion

Mr. Frank Hayden, Student Representative, took the opportunity to announce that tonight's meeting would be his last as Student Representative. He spoke of the newly elected Student Government President, Mr. Cody Miller who will take his seat at the Board table going forward and he indicated he continues to mentor Mr. Miller to ensure a smooth transition. Mr. Hayden was very appreciative of the opportunities he received at Gloucester County College and how his positive experiences will follow him through life. He thanked the Board and the audience. Board Chairman, Mr. Concordia expressed the Board's appreciation for Mr. Hayden's input and that the new Student Representative has "some big shoes to fill". Mr. Concordia made it evident Mr. Hayden's presence at the Board meetings will be missed by all.

At 8:25 p.m., Mr. DiNardo made a motion, seconded by Ms. Ross and unanimously passed, to end Regular Session and adjourn.

Respectfully submitted,

  
Yvette C. Ross  
Secretary



Revised April 27, 2010			Project Description	Revised
Bond Year	Index	Location		
2004, 2006 and 2008	Chapter 12 - \$4,857,006.			
2004	75046	Physical Education Center and Boiler Plant	Boiler Plant: Replace valve pit from underground to above ground enclosure and to add additional valves for isolation of heating loop.	\$230,000
2004	75043	College Center	Sever Room	730,000
2004	75047	Classrooms and parking lots	Campus wide emergency notification, phones and cameras to improve campus safety and security	\$110,000
2006	75070	Tanyard and Barnsboro entrances	Enhance entrance signs to identify Educational Campus	\$92,100
2006	75071	Instructional Center Phase 1 and 2	Demo and renovate all room fixed furnisher, carpeting and finishes in IC 430 lecture hall. Renovation 1: Remove abandoned science casework and tiles in IC rooms 401, 403, 405, 407 and 421 and convert existing prp rooms into classrooms and upgrading existing classrooms	\$1,717,065
			Ceiling Replacement (corridor only)	
			Lighting Replacement (corridor only).	
			Interior Door and Hardware Replacement	
			Relocate some interior door locations to address ADD Access	
			Painting the corridor wall and door frames	
2006	75072	Fine Arts Center	Renovate auditorium seating, lighting, sound, stage, carpeting, finishes, safety railings	\$414,730
2006	75074	County Superintendent Office	Renovation to accommodate Continuing Education Allied Health Certificate Programs and Customized Training	\$190,000
2006	75075	Educational Campus	Fiber line installed for connectivity to GCC, GCIT, SSD and Superintendants building	\$350,000
			Primary electrical feed	\$15,850
2006	75073	Instructional Center	Renovations of Pool room to convince Store	\$133,630
2006	75076	Fire Academy Upgrades	Concrete pads, waterproofing wells, gate, low capacity well	\$95,000
2006	75059	Kitchen Renovation	Kitchen equipment	\$34,139
	75102	New Building	Herbert Building renovations	\$100,000
		CC Rooms 211 and 212 renovation	Renovate into University Center	\$50,000
		Bond cost added back		\$67,720
		Estimated balance carried over to PE Project		\$526,772
		Total Projects		\$4,857,006
		Estimate Bond Cost		-\$67,720
		Revised prior project costs		-\$66,661
				\$4,722,625