



**BOARD OF TRUSTEES MEETING**  
**1400 Tanyard Road, Sewell, New Jersey 08080**

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**REGULAR SESSION MINUTES**  
**January 19, 2016**

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan College at Gloucester County to order at 6:30 p.m. in the faculty/staff lounge in the Eugene J. McCaffrey College Center building.

Mrs. Karen Sitarski, Sr. Executive Assistant to the 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 at Gloucester County Board of Trustees was provided by the forwarding of a notice on November 18, 2015, to the *South Jersey Times*, the *Courier Post*, the Gloucester County Freeholder Director and Education Liaison, the Gloucester County Administrator, and the College Community." Mrs. Sitarski then led the group in the Pledge of Allegiance.

Roll call followed by Karen Sitarski:

**Members Present:**

Ms. Ave' Altersitz (by phone)  
Mr. Gene Concordia  
Ms. Jean DuBois (by phone)  
Mr. Benjamin Griffith  
Dr. James Lavender (by phone)  
Mrs. Ruby Love (by phone)  
Mrs. Virginia Scott (by phone)  
Mr. Douglas Wills, Esq. (by phone)  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Mr. Len Daws  
Ms. Yvette Ross  
Dr. George Scott

**Executive Cabinet Present:**

Mr. Dominick Burzichelli

**FACILITIES/PROPERTY**

- a. Purchasing Agreement: On the recommendation of the President, Trustee Douglas Wills made a motion, seconded by Trustee Benjamin Griffith and unanimously passed to accept a resolution for the purchase and installation of an emergency backup generator in the amount of \$190,490. (Resolution attached).
- b. Change Order for Additions and Renovations of Student Services Building: On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Ruby Love and unanimously passed to accept change order number two with Arthur J. Ogren for the project known as Additions and Renovations of the Student Services building in the amount of \$67,510.31. (Resolution attached).

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- c. Construction Bids Rejection: On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Jean DuBois and unanimously passed to reject the bids for construction of a pole barn for the Facilities department, including minor renovations of the existing Facilities building and construction of training space in the Safety and Security building. (Resolution attached).
- d. Emergency Operations Plan: On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Virginia Scott and unanimously passed to accept and submit an Emergency Operations Plan to the Commission of Higher Education, the Office of Emergency Management, the Department of Health and Senior Services, and the Office of Homeland Security.

### **ACCEPTANCE OF MINUTES**

Chair Concordia declared the December 8, 2015 Regular Session meeting minutes approved as presented.

### **ACADEMIC SERVICES**

- a. 3 + 1 Degree Option: On the recommendation of the President, Trustee James Lavender made a motion, seconded by Trustee Griffith and unanimously passed to approve a resolution authorizing Rowan College at Gloucester County to develop and implement a 3 + 1 degree option in partnership with Rowan University. (Resolution attached).
- b. Improving Undergraduate STEM Education Grant Amendment: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Virginia Scott and unanimously passed to approve a resolution granting permission to apply for and upon award, accept funding from the National Science Foundation for the Improving Undergraduate STEM Education grant in the amount of \$15,464, amended from the former amount of \$11,383 and approved on November 10, 2015, for the period of September 1, 2016, to August 31, 2019. (Resolution attached).
- c. New Jersey State Council on the Arts for Arts Project Support Grant: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Virginia Scott and unanimously passed to approve a resolution to apply for and upon award, accept funding from the New Jersey State Council on the Arts for Arts Project Support in the amount of \$25,000 for the grant period of July 1, 2016 to June 30, 2017. (Resolution attached).
- d. R.S.V.P Senior Corps Wellness Education Program Amendment: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee DuBois and unanimously passed to amend the September 8, 2015 resolution for funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Wellness Education Program from the amount of \$4,300 to \$7,320 for the period of January 1, 2016 to December 31, 2016. (Resolution attached).
- e. R.S.V.P Senior Corps Friendly Visitor Program Amendment: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Griffith and unanimously passed to amend the September 8, 2015 resolution for funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Friendly Visitor Program from the amount of \$2,500 to \$5,620 for the period of January 1, 2016 to December 31, 2016. (Resolution attached).

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- f. Shared Services for Work First New Jersey Adult Literacy and Community Work Experience Program: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed to approve a resolution granting permission to accept and sign the Shared Services Agreement between the County of Gloucester and Rowan College at Gloucester County as the Operating Agency of the Work First New Jersey Adult Literacy and Community Work Experience Program for the period of December 1, 2015 through June 30, 2016 in the amount not to exceed \$95,800. (Resolution attached).
- g. New Jersey Department of Labor and Workforce Development: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed to approve a resolution granting permission to accept and sign a contract between the New Jersey Department of Labor and Workforce Development and Rowan College at Gloucester County for the period of January 1, 2016 through December 31, 2016 in the amount of \$100,000. (Resolution attached).

### PERSONNEL

On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Griffith and unanimously passed to approve 2 appointments, 5 reassignments, 3 resignations, 1 retirement, 3 part-time hires, and 3 adjunct hires as listed on the attached.

### POLICY

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Virginia Scott and unanimously passed, to approve the following Board policies:

1. 6022 Student Payment and Delinquent Accounts (Revise)
2. 8010 Student Payments (Rescind)

### DATES TO REMEMBER

Mrs. Sitarski reported the following dates of upcoming events:

#### January

- 25 First day of spring semester classes  
27 Board Retreat 6:00 p.m., Main Dining Room Annex

#### February

- 9 Board of Trustee Meeting, 6:30 pm, Main Dining Room Annex

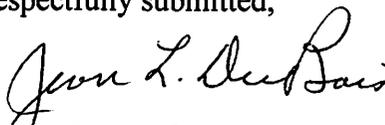
### PUBLIC PORTION

Chair Concordia opened the public portion of the meeting and no comments were offered.

### ADJOURNMENT

Chair Concordia thanked everyone for participating tonight and looks forward to seeing everyone at the Board Retreat on the 27<sup>th</sup>. At 6:50 p.m. Trustee Love made a motion, seconded by Trustee Griffith and unanimously passed, to adjourn the meeting.

Respectfully submitted,

  
Jean L. DuBois, Secretary



**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY  
BOARD OF TRUSTEES ACCEPTING AND ACKNOWLEDGING THE  
EMERGENCY PURCHASE OF A BACKUP GENERATOR**

**WHEREAS**, On June 23<sup>rd</sup> 2015 a major wind storm blew through the Rowan College at Gloucester County Campus downing trees and cutting off power; and

**WHEREAS**, the College experienced the loss of power for seven (7) days forcing Administration to cancel all classes and activities; and

**WHEREAS**, the emergency generator that powers the main boilers and pumps for heat and emergency egress functions for the Physical Education Center and Scott Hall ceased to operate during the outage; and

**WHEREAS**, this generator is the only generator for the affected buildings and are required to be functional at all times while being occupied; and

**WHEREAS**, it was deemed an emergency under County Contract Law (18A:64A-25.6) which does not require public advertising to immediately begin the purchasing process of a new generator; and

**WHEREAS**, Ray Angelini Inc. was available and able to immediately assist the College in the purchase, delivery and installation of a permanent emergency generator; and

**WHEREAS**, the total cost for the purchase, delivery and installation is \$190,490; and

**WHEREAS**, the Chief Financial Officer for the College has certified that funds are available for this project; and

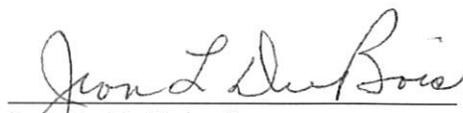
**WHEREAS**, the College has submitted this purchase as a claim under the College insurance policy and is also investigating a potential claim with FEMA,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 19<sup>th</sup> day of January, 2016 the College acknowledges the emergency purchase and installation of the generator in the amount of \$190,490.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY  
BOARD OF TRUSTEES ACCEPTING  
CHANGE ORDER NUMBER 2 WITH ARTHUR J. OGREN, INC. FOR THE  
ADDITION AND RENOVATIONS OF THE STUDENT SERVICES BUILDING**

**WHEREAS**, Rowan College at Gloucester County was awarded a grant under the Building Our Future Bond Act for an addition and renovations to the Student Services building; and

**WHEREAS**, in accordance with New Jersey's Public Biding and Contracting laws the project was awarded to Arthur J. Ogren, Inc., in an amount not to exceed \$4,446,000; and

**WHEREAS**, at the completion of the project the cost to Rowan College at Gloucester County was calculated to be \$67,510.31 more than the contract award of \$4,446,000; and

**WHEREAS**, change order number two (2) issued by the College was for various items for the renovations of the existing building.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 19<sup>th</sup> day of January, 2016 the College accepts, in accordance with N.J.A.C. 5:34-4 and in favor Arthur J. Ogren Change Order No. 2 in the amount of \$67,510.31 thereby increasing the amount of the awarded contract from \$4,446,000 to \$4,513,510.31.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY  
REJECTING BIDS RECEIVED FOR CONSTRUCTION OF A WOOD FRAME  
POLE BARN FOR THE FACILITIES DEPARTMENT, INCLUDING MINOR  
RENOVATIONS OF EXISTING FACILITIES BUILDING, AND  
CONSTRUCTION OF TRAINING SPACE IN THE SAFETY AND SECURITY  
BUILDING.**

**WHEREAS**, Rowan College at Gloucester County is in need to enter into a construction contract to build a new facilities wood frame pole barn, including minor renovations to the existing facilities department building and construct of training space in the Safety and Security Building; and

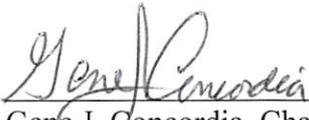
**WHEREAS**, The College has caused bids to be solicited in accordance with a fair and open process; and

**WHEREAS**, Bids were solicited on December 11, 2015 and received on January 6, 2016 and made a part hereof by reference; and

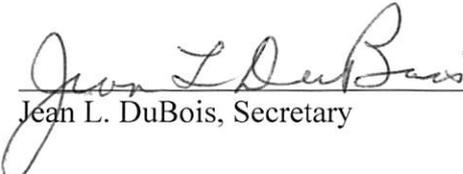
**WHEREAS**, four (4) bids were received and all four (4) bids are over the advertised budget for the project; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Rowan College at Gloucester County, on the 19<sup>th</sup> day of January, 2016 hereby authorizes and directs that the bids be rejected and the project be rebid as soon as possible.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION OF THE ROWAN COLLEGE AT GLOUCESTER COUNTY  
BOARD OF TRUSTEES ACCEPTING AND SUBMISSION OF AN  
EMERGENCY OPERATIONS PLAN**

**WHEREAS**, Rowan College at Gloucester County has developed an emergency operations plan (EOP) to ensure the safety, security and protection of all personnel and assets of the College; and

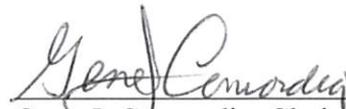
**WHEREAS**, The EOP was developed to ensure a baseline plan for the continuity of essential functions under all circumstances; and

**WHEREAS**, The Board of Trustees shall adopt and submit for review an EOP to the Commission on Higher Education, the State Office of Emergency Management, the Department of Health and Senior Services, and the Office of Homeland Security; and

**WHEREAS**, The Board of Trustees shall review, update, and submit the plan to the offices every five (5) years and if an emergency incident occurs at the College during the five (5) year period, the plan shall be reviewed immediately,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 19<sup>th</sup> day of January, 2016 the College is directed to forward the EOP to the appropriate authorities and comply with all terms and conditions of the Statute.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**RESOLUTION TO DEVELOP AND IMPLEMENT A 3 + 1 DEGREE OPTION  
IN PARTNERSHIP WITH ROWAN UNIVERSITY**

**WHEREAS**, Rowan College at Gloucester County enjoys a premier partnership with Rowan University; and

**WHEREAS**, Rowan University has proposed the development of a plan to offer a four-year degree program in which students attend Rowan College at Gloucester County for three years at the RCGC tuition rate and complete their degree with a fourth year at Rowan University at the University's rate; and

**WHEREAS**, such a 3 + 1 degree option supports the Rowan College at Gloucester County strategic plan to offer the highest quality education at the most affordable price; and

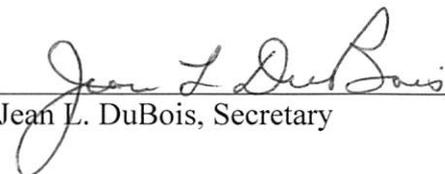
**WHEREAS**, the financial burden of financing a college degree is of national concern and Rowan College at Gloucester County's revolutionary new 3 + 1 degree option model in community college education will serve students in the foreseeable future by providing an opportunity that allows them to move forward with their education and save money.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the development and implementation of a 3 + 1 degree option in partnership with Rowan University.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR IMPROVING UNDERGRADUATE STEM EDUCATION GRANT FROM NATIONAL SCIENCE FOUNDATION IN THE AMOUNT OF \$15,464, AMENDED FROM THE FORMER AMOUNT OF \$11,383 APPROVED ON NOVEMBER 10, 2015**

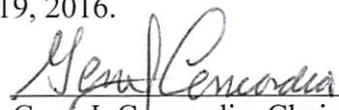
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to partner with Rowan University to apply, and upon award, accept funding from the National Science Foundation, Improving Undergraduate STEM Education grant; and

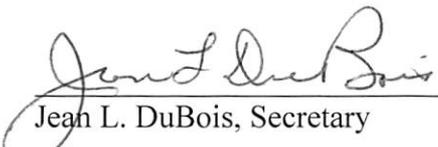
**WHEREAS**, the period of the program will be September 1, 2016, to August 31, 2019, in the amount of \$15,464, amended from the former amount of \$11,383, approved on November 10, 2015; and

**WHEREAS**, Academic Services will assist staff of STEM to develop and align curriculum to enhance the college's STEM program and student learning; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution for Academic Services to apply and upon award, accept funding from the National Science Foundation, Improving Undergraduate STEM Education grant for the period of September 1, 2016, to August 31, 2019 in the amount of \$15,464, amended from the amount of \$11,383, approved on November 10, 2015.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**A resolution to apply and upon award, accept funding from the New Jersey State Council on the Arts: Arts Project Support in the amount of \$25,000 for the grant period beginning July 1, 2016 and concluding June 30, 2017.**

**WHEREAS**, the Gloucester Cultural & Heritage Commission under Rowan College at Gloucester County will act as the designated agency to receive funds from the New Jersey State Council on the Arts for Arts Project Support in the amount of \$25,000; and

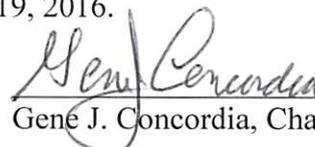
**WHEREAS**, the grant shall be for the period beginning July 1, 2016 and concluding June 30, 2017 in the amount of \$25,000; and

**WHEREAS**, the Board of Trustees of Rowan College at Gloucester County understands and agrees that any grant received as a result of the award will be subject to the grant conditions and other policies, regulations, and rules issued by the New Jersey State Council on the Arts for the administration of the Arts Project Support grant; and

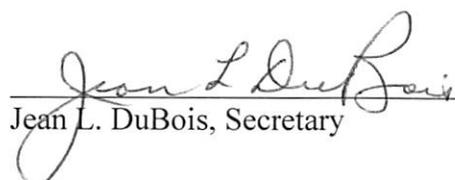
**WHEREAS**, this acceptance will authorize the Gloucester County Cultural & Heritage Commission to collaborate with the FAF Coalition and the City of Woodbury to create an outdoor space that will transform an underutilized area into an arts immersive, community urban garden destination for a 10 week period in 2017

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the execution of any and all documents for the New State Council on the Arts: Arts Project Support grant in the amount of \$25,000 for the period of July 1, 2016 and concluding June 30, 2017 as may be required.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION AMENDING THE SEPTEMBER 8, 2015  
RESOLUTION FOR FUNDING FROM THE GLOUCESTER COUNTY UNITED  
WAY FOR THE R.S.V.P. SENIOR CORPS WELLNESS EDUCATION  
PROGRAM GRANT FROM THE AMOUNT OF \$4,300 TO \$7,320. THE PERIOD  
OF JANUARY 1, 2016 – DECEMBER 31, 2016 REMAINS THE SAME**

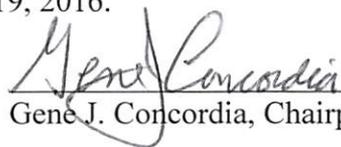
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept the change in the amount of funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Wellness Education Program from \$4,300 to \$7,320; and

**WHEREAS**, the period of the program will remain the same as January 1, 2016–December 31, 2016; and

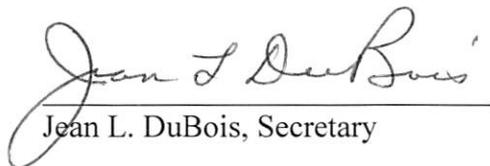
**WHEREAS**, this program is designed to provide monetary funds for R.S.V.P. Senior Corps to provide the Wellness Education Program to Gloucester County residents.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby grants amending the September 8, 2015 resolution, to accept the change in the amount of funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Wellness Education Program from the amount of \$4,300 to \$7,320 for the period which remains the same as January 1, 2016 - December 31, 2016.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:

  
Jean L. DuBois, Secretary





**BOARD RESOLUTION AMENDING THE SEPTEMBER 8, 2015  
RESOLUTION FOR FUNDING FROM THE GLOUCESTER COUNTY UNITED  
WAY FOR THE R.S.V.P. SENIOR CORPS FRIENDLY VISITOR PROGRAM  
FROM THE AMOUNT OF \$2,500 TO THE AMOUNT OF \$5,620. THE PERIOD  
OF JANUARY 1, 2016-DECEMBER 31, 2016 REMAINS THE SAME**

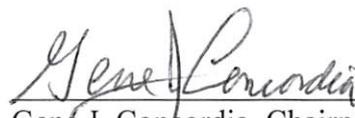
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept the change in the amount of funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Friendly Visitor Program from \$2,500 to \$5,620, and

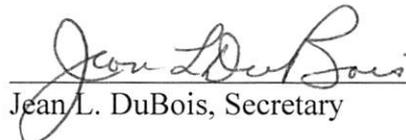
**WHEREAS**, the period of the program will remain the same as January 1, 2016–December 31, 2016; and

**WHEREAS**, this program is designed to provide monetary funds for R.S.V.P. Senior Corps to provide the Division of Senior Services Friendly Visitor Program to Gloucester County residents.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby grants amending the September 8, 2015 resolution, to accept the change in the amount of funding from the Gloucester County United Way for the R.S.V.P. Senior Corps Friendly Visitor Program from the amount of \$2,500 to the amount of \$5,620 for the period which remains the same as January 1, 2016-December 31, 2016.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary





**BOARD RESOLUTION TO ACCEPT AND SIGN A THE SHARED SERVICE AGREEMENT BETWEEN THE COUNTY OF GLOUCESTER AND ROWAN COLLEGE AT GLOUCESTER COUNTY AS THE OPERATING AGENCY OF THE WORK FIRST NEW JERSEY ADULT LITERACY AND COMMUNITY WORK EXPERIENCE PROGRAM (CWEP) FOR THE PERIOD OF DECEMBER 1, 2015 THROUGH JUNE 30, 2016 IN THE AMOUNT NOT TO EXCEED \$95,800**

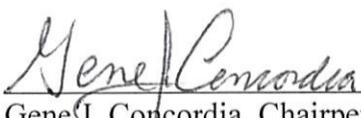
**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept and sign the Shared Service Agreement between the County of Gloucester and Rowan College at Gloucester County as the Operating Agency of the Work First New Jersey Adult Literacy and Community Work Experience Program (CWEP); and

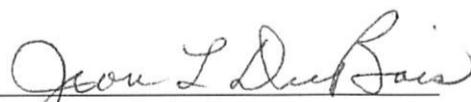
**WHEREAS**, the period of this agreement shall be from December 1, 2015 through June 30, 2016 in an amount not to exceed \$95,800; and

**WHEREAS**, Rowan College at Gloucester County will provide integrated adult basic education and pre-vocational skills training/Community Work Experience Program to quickly boost Work First New Jersey customers' literacy and work skills so that they can earn credentials, get living wage jobs and put their talents to work for employers.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign the Shared Service Agreement between the County of Gloucester and Rowan College at Gloucester County as the Operating Agency of the Work First New Jersey Adult Literacy and Community Work Experience Program (CWEP) for the period of December 1, 2015 through June 30, 2016 in the amount not to exceed \$95,800.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean/L. DuBois, Secretary





**BOARD RESOLUTION TO ACCEPT AND SIGN THE CONTRACT  
BETWEEN THE NEW JERSEY DEPARTMENT OF LABOR AND  
WORKFORCE DEVELOPMENT AND ROWAN COLLEGE AT GLOUCESTER  
COUNTY FOR THE PERIOD OF JANUARY 1, 2016 – DECEMBER 31, 2016 IN  
THE AMOUNT OF \$100,000**

**WHEREAS**, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to accept and sign the contract between the New Jersey Department of Labor and Workforce Development and Rowan College at Gloucester County; and

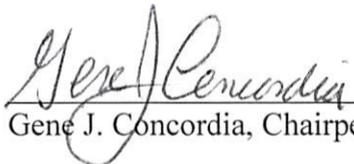
**WHEREAS**, the period of the program will be January 1, 2016 – December 31, 2016 in the amount of \$100,000; and

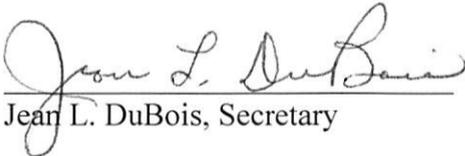
**WHEREAS**, the Adult Center for Transition (ACT) at Rowan College at Gloucester County's mission is to afford young adults with developmental and other disabilities the academic, vocational, and socialization skills necessary to become independent and contributing member of their communities; and

**WHEREAS**, funding through the New Jersey Department of Labor and Workforce Development will help the ACT to better serve the disabled population of Gloucester County and surrounding areas by providing additional supportive employment and pre-vocational services.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs the approval of the resolution to accept and sign the contract between the New Jersey Department of Labor and Workforce Development and Rowan College at Gloucester County for the period of January 1, 2016 – December 31, 2016 in the amount of \$100,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held January 19, 2016.

  
Gene J. Concordia, Chairperson

Attested:   
Jean L. DuBois, Secretary



**With the President's recommendation I make a motion to approve personnel actions as listed: 2 Appointments, 5 Reassignments, 3 Resignations, 1 Retirement, 3 Part-Time Hires, 3 Adjuncts**

**PERSONNEL ACTIONS**

**DATE: 01/19/2016**

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

**(2) Two Appointments:**

Title	Reason for Reassignment	Name	Salary	Effective Date
Faculty, STEM	Resignation	TBD	\$45,000 per annum	TBD
Coordinator, CRCM	New Position	Dianne Carbonetta	\$30,000 per annum prorated	TBD

**(5) Five Reassignments:**

Title	Reason for Reassignment	Name	Salary	Effective Date
Technician, Student Life	Part Time to Full Time	Amanda Chandler	\$15.44 per hour	1/4/2016
Team Coordinator, Level V, Nursing & Allied Health	Part Time to Full Time	Lisa Ford	\$15.44 per hour	1/18/2016
PTA Instructor/Program Director	Change in Scope	Dr. LaVonne Couch	\$70,000 per annum, prorated	1/4/2016
Assistant Director, Admissions	Change in Scope	Christina Kulisek	\$43,493 per annum, prorated	1/25/2016
CAP Center Coordinator	Change in Scope	Kimberly Rice	\$31,567 per annum, prorated	1/25/2016

**(3) Three Resignations:**

Position	Name	Effective Date
Assistant Dean, Nursing & Allied Health	Laura Charboneau	12/22/2015
Supervisor, Business Safety Program	Annette Hughes	1/4/2016
Technician, Student Development (Part-Time)	Laurie Brady	1/18/2016

**(1) One Retirement:**

Position	Name	Effective Date
Assistant Professor	Lauren Morgan	7/1/2016

**(3) Three Part-Time Hires:**

Title	Reason for Vacancy	Name	Salary	Effective Date
Institutional Advancement Intern	Internship	Kyle Lodge	\$10.00 per hour	1/4/2015
Coordinator-Tutoring Services	New Position	Holly McGurgan	\$12.00 per hour	1/25/2016
Assistant Women's Basketball Coach	Resignation	Cynthia Riker	\$1432.00 per season	1/16/2016

**(3) Three Additions to the 2015-2106 Adjunct List:**

Name	Division
Sherry Valente-Gaspari	HPER
Joseph S. Ciocco	Liberal Arts
Elizabeth D. Rantuccio	Liberal Arts