



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

REGULAR SESSION MINUTES
April 12, 2016

Chair Gene J. Concordia called the Regular Session of the Board of Trustees of Rowan College at Gloucester County to order at 6:35 p.m. in the annex of the main dining room in the Eugene J. McCaffrey College Center building.

Trustee Yolette Ross 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." Trustee Ross then led the group in the Pledge of Allegiance.

Roll call followed by Trustee Jean DuBois:

Members Present:

Mr. Gene Concordia
Mr. Len Daws
Ms. Jean DuBois
Dr. James Lavender
Mrs. Ruby Love
Ms. Yolette Ross
Mr. Douglas Wills, Esq. (7:00 pm)
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Ave' Altersitz
Mr. Benjamin Griffith
Dr. George Scott
Mrs. Virginia Scott

Executive Cabinet Present:

Ms. Judith Atkinson
Mr. Dominick Burzichelli
Dr. Linda Hurlburt

Advisors Present:

Mr. David Rapuano, Esq.
Ms. Jessica Jolly
Mr. Kristian Reed

Chair Concordia welcomed everyone and acknowledged Ms. Jessica Jolly, Faculty representative, Mr. Kristian Reed, Student Government Association President, and Freeholder Lyman Barnes, Education Liaison.

RECOGNITION

Dr. Brenden Rickards, Dean of the STEM division, introduced STEM students Mia Schofield and Michael Polino and STEM graduate Alexa Martinelli. They spoke on the positive effects of their education and acknowledged their professors for the impact and influence they have had on their lives.

Dr. Susan Hall, Dean of Nursing and Allied Health, and Laura MacAulay, Nuclear Medicine Technology Instructor and Program Director, introduced Nuclear Medicine Technology

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student Richard Mandis and he spoke of his educational journey and accomplishments.

Ms. Marlene Loglisci, Executive Director, Human Resources, introduced new employees Collin Fetty and Alescia Kennon.

President Keating then pointed to the new pictures on the walls of students and their stories. He introduced Mr. Josh Piddington, Associate Vice President & Chief Information Officer, who provided information about more ways the college plans to highlight students.

STUDENT GOVERNMENT ASSOCIATION

Ms. Judith Atkinson, Vice President of Student Services, introduced Kristian Reed, SGA President and Isaiah Owens, SGA Vice President. The student leaders gave a SGA's "Year in Review" presentation which highlighted the Association's activities and accomplishments during the past academic year.

At 7:30 p.m., a five minute recess was taken.

PRESIDENT'S REPORT

President Keating congratulated Dr. Patricia Claghorn, Dean of Business Studies, on the attainment of her Doctorate degree. He also congratulated Mr. Fred Madden, Dean of Law and Justice, on receiving an honorary Doctorate degree from Rowan University. He then introduced Ms. Yvonne Greenbaun, Dean of Academic Compliance, and she gave a presentation on the Middle States Self Study goals, process and timeline (attached).

ACCEPTANCE OF MINUTES

Chair Concordia declared the March 8, 2016 Regular Session meeting minutes approved as presented.

STUDENT SERVICES

At the request of Chair Concordia, Ms. Judith Atkinson gave a report of happenings in the Student Services division.

FINANCE

At the request of Trustee Douglas Wills, Ms. Elizabeth Hall, Executive Director, Financial Services, gave an update on the College's finances.

Informational Item: Statement of Month Ending February 29, 2016: The monthly operating report of revenues and expenditures was presented to the Board (report attached).

FACILITIES/PROPERTY

At the request of Trustee DuBois, Mr. Dominick Burzichelli gave an update on the College's facilities and property.

- a. Informational Item: Campus Safety Crime Statistics Report: As part of his update on College facilities, Mr. Burzichelli read the Crime Statistics report (attached).

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- b. Contract Award: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee James Lavender and unanimously passed, to award a fair and open contract to Applied Video Technology for the purchase, delivery and installation of Classroom Technology Equipment in the amount of \$147,625 (Resolution attached).
- c. Cooperative Purchase: On the recommendation of the President, Trustee DuBois made a motion, seconded by Trustee Wills and unanimously passed, to authorize cooperative purchasing agreements with Rowan College at Burlington County and Rowan University (Resolution attached).

ACADEMIC SERVICES

At the request of Trustee James Lavender, Dr. Linda Hurlburt, Vice President of Academic Services, gave an update on happenings in the Academic division.

- a. Arts and Sciences: Radio, TV & Film – Option, Associate in Arts: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Ruby Love and unanimously passed, to approve a resolution authorizing Rowan College at Gloucester County to offer an Arts and Sciences: Radio, TV & Film – Option, Associate in Arts degree beginning September 1, 2016. (Resolution attached).
- b. New Jersey Department of Education Math Science Partnerships Program: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Wills and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the New Jersey Department of Education Math Science Partnerships Program grant in the amount of \$380,000 (Resolution attached).
- c. Kessler Foundation Community Employment Grant: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee DuBois and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the Kessler Foundation Community Employment grant in the amount of \$100,000 (Resolution attached).
- d. Displaced Homemakers Grant: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Love and unanimously passed, to approve a resolution to apply for and upon award, accept funding from the New Jersey Department of Children and Families, Division on Women, for the Displaced Homemakers grant in the amount of \$123,280 (Resolution attached).
- e. Revised Academic Calendar: On the recommendation of the President, Trustee Lavender made a motion, seconded by Trustee Ross and unanimously passed, to acknowledge and approve a revised academic calendar inclusive of the summer operating schedule (attached).

PERSONNEL

On the recommendation of the President and the Executive Committee, Trustee Ross made a motion, seconded by Trustee DuBois and unanimously passed, to approve 3 appointments, 6 reassignments, 1 retirement, 5 part-time hires, 5 resignations, 6 adjunct hires and 1 contract modification as listed on the attached.

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POLICY

At the request of Trustee Len Daws, Ms. Meg Resue, Sr. Executive Assistant, Institutional Compliance, gave a synopsis of the Board policies being presented for action. Then Trustee Daws, on the recommendation of the President, made a motion, seconded by Trustee Wills and unanimously passed, to approve the following Board policies:

- a. Reaffirm 2010 Educational Programs
- b. Approve New 3011 Graduation Variance

DATES TO REMEMBER

Mrs. Karen Sitarski, Sr. Executive Assistant to the President and Board of Trustees, reported the following dates of upcoming events:

April

23 RCGC Foundation Gala, Auletto's

May

12 High School Collegiate Scholar Ceremony, 6:00, Gymnasium
13 Phi Theta Kappa Honor Society Induction, 6:00, Gymnasium
16 Nurses Pinning Ceremony, 6:00, Gymnasium
17 President's Awards Ceremony, 6:00, Gymnasium
18 Adult High School Recognition Ceremony, 6:00, Gymnasium
19 Commencement
24 Athletic Banquet, 6:00, Masso's
25 RCGC Foundation Golf Classic, RiverWinds
26 Fire Academy Graduation, 7:00, Fine Arts Center
30 College Holiday – College closed

June

14 Board of Trustee Meeting, 6:30 p.m.

PUBLIC PORTION

Chair Concordia opened the public portion of the meeting. President Keating introduced Mr. Brian Rowan who was appointed tonight to be the Executive Director of Athletics effective July 1. Mr. Rowan thanked the Board and President Keating and stated that he looks forward to the opportunity. He also thanked Mr. Ron Case for setting the standard.

ADJOURNMENT

At 8:00 p.m. Trustee Ross made a motion, seconded by Trustee Lavender and unanimously passed, to adjourn the meeting.

Respectfully submitted,



for Jean L. DuBois, Secretary

ROWAN COLLEGE at GLOUCESTER COUNTY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 29, 2016

	2/29/2016		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 14,796,665	\$ 14,761,219	\$ (35,446)
Police Academy - Tuition	90,000	48,945	(41,055)
Fire Academy - Tuition	75,000	37,383	(37,617)
Continuing Education	1,622,561	1,357,636	(264,925)
Fees	9,441,715	8,539,241	(902,474)
Out of County	25,000	16,439	(8,561)
Government Appropriations			
State	5,026,681	3,411,967	(1,614,714)
Police Academy - State Funding	198,523	132,349	(66,174)
Fire Academy - State Funding	9,430	6,287	(3,143)
Continuing Ed - State Funding	107,168	71,445	(35,723)
County	7,654,944	3,827,472	(3,827,472)
Other Revenues	179,112	98,975	(80,137)
Auxiliary Enterprises	565,441	299,026	(266,415)
Reserve for FY15			-
Reserve for FY16	256,446		(256,446)
Reserve for FY17	(185,101)		185,101
Total Revenues	\$ 39,863,585	\$ 32,608,386	\$ (7,255,199)
Current Operating Expenditures			
Instruction - Total	\$ 15,843,983	\$ 9,271,972	\$ 6,572,011
Personnel - FT	6,856,449	4,065,340	2,791,109
Personnel - FT OT, OL, Misc	1,577,141	1,016,445	560,696
Benefits	4,032,275	2,283,120	1,749,155
Personnel - PT	3,047,143	1,716,102	1,331,041
Expenses	330,975	190,965	140,010
Continuing Education - Total	\$ 2,003,576	\$ 1,334,690	\$ 668,886
Personnel - FT	460,723	299,928	160,795
Personnel - FT OT, OL, Misc	2,000	2,161	(161)
Benefits	261,709	167,951	93,758
Personnel - PT	329,760	166,078	163,682
Expenses	949,384	698,572	250,812

ROWAN COLLEGE at GLOUCESTER COUNTY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 29, 2016

	2/29/2016		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Police Academy - Total	\$ 427,065	\$ 228,976	\$ 198,089
Personnel - FT	248,150	148,996	99,154
Personnel - FT OT, OL, Misc	-	2,700	(2,700)
Benefits	97,060	33,462	63,598
Personnel - PT	28,200	17,947	10,253
Expenses	53,655	25,870	27,785
Fire Academy - Total	\$ 356,940	\$ 199,964	\$ 156,976
Personnel - FT	124,516	78,832	45,684
Personnel - FT OT, OL, Misc	7,000	2,926	4,074
Benefits	67,968	44,218	23,750
Personnel - PT	62,000	26,457	35,543
Expenses	95,456	47,531	47,925
Academic Support - Total	\$ 3,474,201	\$ 2,117,052	\$ 1,357,149
Personnel - FT	1,501,922	942,988	558,934
Personnel - FT OT, OL, Misc	109,300	41,455	67,845
Benefits	761,378	428,164	333,214
Personnel - PT	556,580	290,396	266,184
Expenses	545,021	414,048	130,973
Student Services - Total	\$ 5,958,038	\$ 3,700,926	\$ 2,257,112
Personnel - FT	3,217,938	2,039,993	1,177,945
Personnel - FT OT, OL, Misc	30,650	20,603	10,047
Benefits	1,272,228	757,190	515,038
Personnel - PT	373,712	193,904	179,808
Expenses	1,063,510	689,236	374,274
Institutional Support - Total	\$ 6,058,576	\$ 3,531,517	\$ 2,527,059
Personnel - FT	2,860,834	1,747,641	1,113,193
Personnel - FT OT, OL, Misc	15,000	12,229	2,771
Benefits	1,038,825	600,339	438,486
Personnel - PT	81,921	27,612	54,309
Expenses	2,061,996	1,143,696	918,300
Operating & Maintenance - Total	\$ 5,267,206	\$ 3,370,144	\$ 1,897,062
Personnel - FT	1,704,609	1,029,665	674,944
Personnel - FT OT, OL, Misc	134,014	69,788	64,226
Benefits	669,400	378,623	290,777
Personnel - PT	67,295	27,882	39,413
Expenses	2,691,888	1,864,186	827,702
Leasing Expenses	\$ 99,000	38,182	\$ 60,818
Retiree Benefits	\$ 375,000	261,455	\$ 113,545
Total Operating Expenditures	\$ 39,863,585	\$ 24,054,877	\$ 15,808,708

ROWAN COLLEGE at GLOUCESTER COUNTY SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Joseph Getsinger, Executive Director of Safety and Security
FROM: Paul Babcock, Assistant Director
DATE: March 28, 2016
SUBJECT: **CRIME STATISTICS for the month of MARCH**

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 at Gloucester County is following the Clery Act definitions for reporting crime statistics.

• Burglary	0 Incidents
• Criminal Trespass	0 Incidents
• Possession of Controlled Dangerous Substances	0 Incidents
• Underage Alcohol Consumption	0 Incidents
• Thefts	0 Incidents
• Harassment	0 Incidents
• Criminal Mischief	0 Incidents
• Receiving Stolen Property	0 Incidents
• False Public Alarms	1 Incident
• Emergency Notifications	0 Incidents
• Sexual Assault	0 Incidents
• Hate Crimes	0 Incidents
• Violence Against Women	0 Incidents
• Timely Warnings	0 Incidents
• Medical Incidents	6 Incidents

Training:	Active Shooter Presentation – Student Services	1
	Fire Drill	1
	FEMA – Incident Command Training	1
	Clery Training Classes	2
	C.E.R.T. Training Classes	2



**RESOLUTION TO APPROVE THE PURCHASE, DELIVERY AND
INSTALLATION OF CLASSROOM TECHNOLOGY EQUIPMENT THROUGH
A FAIR AND OPEN PROCESS**

WHEREAS, Rowan College at Gloucester County publicly solicited bids for the purchase, delivery and installation of classroom technology equipment; and

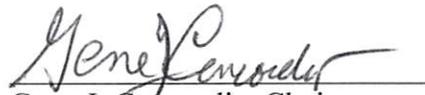
WHEREAS, The College has advertised for bids pursuant to the provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges; and

WHEREAS, Four (4) sealed bids were received and publicly opened on March 30, 2016 in accordance with a fair and open process; and

WHEREAS, The Chief Financial Officer of the College has certified that the funds are available for this purchase; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College at Gloucester County hereby authorizes and directs a contract with Applied Video Technology of Kimberton, P.A. as the lowest responsible bidder for the purchase and delivery of classroom technology equipment in the amount of \$147,625.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





**RESOLUTION TO ENTER INTO COOPERATIVE PURCHASING AGREEMENTS
WITH ROWAN COLLEGE AT BURLINGTON COUNTY AND ROWAN UNIVERSITY
WHENEVER SUCH PURCHASES SERVE TO THE MUTUAL BENEFIT OF THE
INSTITUTIONS**

WHEREAS, Rowan College at Gloucester County, Rowan College of Burlington County, and Rowan University, have pledged to work in the spirit of cooperation and mutual benefit whenever such actions benefit the institutions and their respective student bodies; and

WHEREAS, it has been determined through analysis of the three procurement systems that there exists opportunities for cost savings and service enhancements in the various supply chain needs at the three institutions; and

WHEREAS, such cooperative purchasing streams would only be employed after analysis to determine if such savings opportunities existed in the particular commodity being purchased on a real time basis; and

WHEREAS, there will exist no binding obligation to any institution to cooperatively purchase unless the benefit is determined and sought after for the particular commodity or service; and

WHEREAS, there exists within the regulations and compliance laws of the three institutions the ability to purchase goods and services from other State Agencies that also adhere to New Jersey State procurement laws and regulations without the need for an independent public procurement process.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College at Gloucester County on the 12th day of April, 2016 approve and accept for Rowan College at Gloucester County to enter into a non-binding cooperative agreement to purchase goods and services within the three institution systems whenever it is determined to be in the best interest of either one or all members of the agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO AUTHORIZE ROWAN COLLEGE AT GLOUCESTER COUNTY TO OFFER AN ARTS and SCIENCES: RADIO, TV & FILM-OPTION, ASSOCIATE IN ARTS DEGREE

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to offer Associate in Arts degrees with options; and

WHEREAS, the Arts and Sciences: Radio, TV & Film-Option, Associate in Arts degree will be offered beginning September 1, 2016, for those who plan to pursue a baccalaureate degree in this field; and

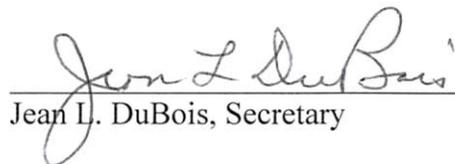
WHEREAS, the program will provide two years of concentrated study in Radio, TV & Film, with the knowledge and approval of the Academic Issues Committee of the New Jersey Presidents' Council, the Office of the Secretary of Higher Education, and the New Jersey Department of Military and Veterans' Affairs.

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 offer an Arts and Sciences: Radio, TV & Film-Option, Associate in Arts degree beginning September, 1, 2016.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO GRANT ACADEMIC SERVICES PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR MATH SCIENCE PARTNERSHIPS PROGRAM GRANT FROM THE NEW JERSEY DEPARTMENT OF EDUCATION IN THE AMOUNT OF \$380,000.

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to Academic Services to apply, and upon award, accept funding from the New Jersey Department of Education, Math Science Partnerships Program grant; and

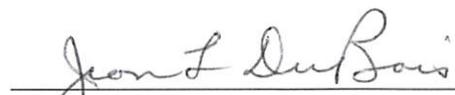
WHEREAS, the period of the program will be July 1, 2016, to June 30, 2017, in the amount of \$380,000; and

WHEREAS, Academic Services will support staff of the STEM Division to utilize partnerships with local high schools to enhance teacher knowledge and performance in the areas of math and science instruction; 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 New Jersey Department of Education, Math Science Partnerships Program grant for the period of July 1, 2016, to June 30, 2017, in the amount of \$380,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested: 
Jean L. DuBois, Secretary





A RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FROM THE KESSLER FOUNDATION FOR THE COMMUNITY EMPLOYMENT GRANT PROGRAM FOR THE PERIOD OF OCTOBER 1, 2016, TO SEPTEMBER 30, 2018, IN THE AMOUNT OF \$100,000 (\$50,000 PER YEAR)

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding from the Kessler Foundation for the Community Employment Grant Program; and

WHEREAS, the period of the program will be October 1, 2016, to September 30, 2018, in the amount of \$100,000 (\$50,000 per year); and

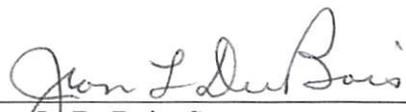
WHEREAS, the Community Employment Grant Program will fund training for physically disabled individuals to promote self-confidence, self-esteem and self-discovery to realize individual potential, discover their inner ambitions and strengthen or identify their belief in themselves as well as strengthening both employment and retention of employment.

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 apply and upon award, accept funding from the Kessler Foundation for the Community Employment Grant Program for the period of October 1, 2016, to September 30, 2018, in the amount of \$100,000 (\$50,000 per year).

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





RESOLUTION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR THE DISPLACED HOMEMAKERS GRANT FROM THE NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES, DIVISION ON WOMEN FOR THE PERIOD OF JULY 1, 2016, TO JUNE 30, 2017, IN THE AMOUNT OF \$123,280

WHEREAS, Rowan College at Gloucester County's Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to apply and upon award, accept funding from the New Jersey Department of Children and Families, Division on Women for the Displaced Homemakers Grant; and

WHEREAS, the period of the program will be July 1, 2016 - June 30, 2017, in the amount of \$123,280; and

WHEREAS, the Center for People in Transition will assist displaced homemakers to become emotionally and economically self-sufficient through life skills training, education or vocational training and supportive 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 for the Center for People in Transition to apply and upon award, accept funding from New Jersey Department of Children, Division on Women for the Displaced Homemakers Grant for the period of July 1, 2016 - June 30, 2017, in the amount of \$123,280.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at Gloucester County held April 12, 2016.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



**ROWAN COLLEGE AT GLOUCESTER COUNTY
ACADEMIC CALENDAR
Fall 2015 –Summer 2016**

All classes certified to meet state and CHE/MSA guidelines and standards related to credit/contact hours of instruction.

FALL SEMESTER 2015

<u>September</u>	Tuesday, September 1 Wednesday, September 2 Monday, September 7 Saturday, September 12 Sunday, September 20	All College Day First Day of Weekday Classes Labor Day – College Closed First Day of Saturday Classes IT Scheduled Maintenance
<u>October</u>	Monday, October 12 Sunday, October 18 Wednesday, October 28	Columbus Day – College Open IT Scheduled Maintenance Professional Development Day – No Classes–7:45 a.m.-3:55 p.m. Classes Held–4:00 p.m.–10:55 p.m.
<u>November</u>	Wednesday, November 11 Sunday, November 15 Wednesday, November 25 Thursday, November 26 Friday, November 27 Saturday, November 28	Veterans Day – College Open IT Scheduled Maintenance No Classes after 4:00 pm Thanksgiving – College Closed College Holiday – College Closed No Classes
<u>December</u>	Monday, December 14 Friday, December 18 Saturday, December 19 Thursday, December 24 Friday, December 25 Thursday, December 24- Thursday, December 31 Friday, January 1	First Day of Winter Session - Term 1 End of Weekday Classes End of Saturday Classes College Holiday-College Closed College Holiday-College Closed Winter Break – College Closed College Holiday-College Closed

WINTER SEMESTER 2016

<u>December (2015)</u>	Monday, December 14	First Day of Winter Session - Term 1
<u>January 2016</u>	Friday, January 1 Monday, January 4 Sunday-Monday January 17-18 Monday, January 18 Wednesday, January 20 Thursday, January 21	New Year’s Day Holiday – College Closed First Day of Winter Session – Term 2 IT Scheduled Maintenance Martin Luther King Day – College Closed End of Winter Session Professional Development Day

SPRING SEMESTER 2016

<u>January</u>	Monday, January 18 Thursday, January 21 Monday, January 25 Saturday, January 30	Martin Luther King Day - College Closed Professional Development Day First Day of Weekday Classes First Day of Saturday Classes
<u>February</u>	Sunday, February 21	IT Scheduled Maintenance
<u>March</u>	Saturday, March 12 Monday, March 14 – Thursday, March 17 Friday, March 18 Saturday, March 19 Friday-Saturday, March 18-19 Sunday, March 20 Friday, March 25 Saturday, March 26	Saturday Classes Held Spring Break – No Classes College Holiday – College Closed Saturday Classes Held IT Scheduled Maintenance IT Scheduled Maintenance College Holiday – College Closed No Classes
<u>April</u>	Sunday, April 17	IT Scheduled Maintenance
<u>May</u>	Friday, May 13 Saturday, May 14 Thursday, May 19 Thursday, May 19 Sunday, May 22 Monday, May 23 Monday, May 30	End of Weekday Classes End of Saturday Classes IT Scheduled Maintenance (eLearning) Commencement IT Scheduled Maintenance First Day of Summer Semester Memorial Day – College Closed

SUMMER SEMESTER 2016*

<u>May</u>	Monday, May 23 Monday, May 30	First Day of Summer Semester Memorial Day – College Closed
<u>June</u>	Friday, June 24 Thursday-Friday, June 30-July 1	IT Scheduled Maintenance IT Scheduled Maintenance (Portal)
<u>July</u>	Monday, July 4 Friday, July 15	Independence Day – College Closed IT Scheduled Maintenance
<u>August</u>	Friday, August 26 Wednesday, August 31	IT Scheduled Maintenance (eLearning) End of Summer Semester

*Implement a flexible summer schedule beginning the week of June 6, 2016 and ending Friday, August 19, 2016. Full-time employees shall be scheduled to work the normal number of hours during each week (35 hours/week).

PERSONNEL ACTIONS

DATE: 04/12/2016

(3) Three Appointments:

Title	Reason for Reassignment	Name	Salary	Effective Date
Instructor I, Business Studies	Retirement	Irena Skot	\$52,485 per annum, prorated	9/1/2016
Resource & Legal Assistance Administrator, PIT	Part Time to Full Time	Nancy Howard	\$42,000 per annum, prorated	4/18/2016
Oracle/DBA Programmer	New Position	James Wolff	\$72,500 per annum, prorated	4/18/2016

(6) Six Reassignments:

Title	Reason for Reassignment	Name	Salary	Effective Date
Executive Director, Athletics	Retirement	Brian Rowan	\$78,000 per annum, prorated	7/1/2016
Administrator/Fitness and Wellness	Change in Scope	Lynne Kindrachuk	\$65,772 per annum, prorated	7/1/2016
Team Coordinator, Level V	Change in Scope	Leanne Schoening	\$20.43 per hour	7/1/2016
Sr. Executive Assistant	Transfer of Special Services Fee to Base	Karen Sitariski; Meg Resue	\$2000 per annum	4/13/2016
Team Coordinator, Level IV	Change in Scope	Amran Abudallahi	\$15.56 per hour	4/4/2016
Technician I, Information Center	Minimum Wage Adjustment	P. Achenbach, J. Broomall, R. Guglielmucci	\$10.00 per hour	4/4/2016

(5) Five Part-Time Hires:

Title	Reason for Vacancy	Name	Salary	Effective Date
GED/ABE/ESL Instructor	Resignation	Melissa Bellwoar	\$25.00 per hour	4/4/2016
Admin. Associate, Cultural & Heritage Commission Part-Time	Resignation	Erika Gardner	\$20.00 per hour	4/18/2016
Coordinator, Tutoring Services	Resignation	Brianna Shields	\$12.00 per hour	3/21/2016
Video Technician	New Position	Bryon Silverman	\$10.00 per hour	4/18/2016
Teaching Assistant, Tutoring Services	Resignation	Kyle Sullivan	\$12.00 per hour	3/10/2016

(1) One Retirement:

Position	Name	Effective Date
Custodian	Richard O'Neill	4/15/2016

(5) Five Resignations:

Position	Name	Effective Date
Sr. Accountant, Payroll Manager	Sabreena Joynes	3/30/2016
Program Coordinator, Instructor, Cooperative Education	Darlene Berger	3/30/2016
ACT Employment Specialist/Supervisor	Heather Unfreed	3/24/2016
Security Officer-Part Time	Wade Kressley	3/16/2016
Admin. Associate, Cultural & Heritage Commission Part-Time	Jessica Sawyer	3/24/2016

(6) Six Additions to the 2016-2017 Adjunct List:

Name	Division
Shawna Marchia	Business Studies
Pearlette Toussant	Law and Justice
Rachel Cetel	Liberal Arts
Alphonse Orio	Liberal Arts
Rivian Dawson	Nursing and Allied Health
Christina McCormack	Nursing and Allied Health

(1) Contract Modification:

Title	Reason	Name	Effective Date
President	Extend term to 6/30/2020; Annual increment in accordance with cabinet percentage	Dr. Frederick Keating	4/12/2016

AMENDMENTS TO PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT, made this 12th day of April, 2016, between THE BOARD OF TRUSTEES OF ROWAN COLLEGE AT GLOUCESTER COUNTY, County of Gloucester and State of New Jersey (hereinafter called "the College") and FREDERICK KEATING (hereinafter referred to as "Keating") and collectively referred to as "the Parties", amending the contract made February 1st, 2012 (hereinafter called "the President's Contract") by and between the Parties:

W I T N E S S E T H:

In addition to the amendments to the President's Contract made on June 10, 2014, and November 11, 2014, the College and Keating hereby agree to the following additional amendments to the President's Contract:

- 1. Previous amendments to the President's Contract were made and approved by the College on June 10, 2014 and November 11, 2014 (hereinafter, "Prior Amendments.")**
- 2. This Amendment is in addition to and not in lieu of the Prior Amendments (subject to Paragraph 6 of this Agreement.)**
- 3. The terms of Paragraph II of the President's Contract shall be replaced with the following:**

TERM. The term of this Agreement shall extend to June 30, 2020 (the "Set Employment Term"). Thereafter, Keating shall serve in the position as President of the College at the pleasure of the Board of Trustees

- 4. The terms of Subparagraph A of Paragraph IV of the President's Contract shall be replaced with the following:**

BASE SALARY. Effective July 1, 2016 and thereafter during the Set Employment Term, Keating's base salary of \$175,000 shall be increased annually at the same rate as given to all other College Cabinet members generally, but in no event less than 2% per year, with the first such increase becoming effective July 1, 2016. If, during the Set Employment Term, the scope of the President's job duties be increased substantially, Keating and the Board of Trustees shall negotiate additional salary to compensate for such additional duties. The method of payment shall be in accordance with College policy. Nothing herein shall prevent the College from granting an additional increase in salary and benefits during the term of this Agreement, its renewal or any extension thereof. Salary adjustments under this Agreement (which shall not reduce base salary) for future years beyond the Set Employment Term shall be based on annual performance appraisals conducted by the Executive Committee of the Board of Trustees

- 5. The terms of Paragraph X of the President's Contract shall be construed to include the amendments set forth in this Agreement.**

6. Except as otherwise amended herein, and by the Prior Amendments, the President's Contract dated February 1st, 2012 shall be and remain the same. To the extent that any provision herein is contrary to any provision in the President's Contract or to the Prior Amendments, the provision in this Agreement will control.
7. The President's Contract dated February 1, 2012 shall be attached hereto as Appendix A.
8. The Amendments to the President's Contract made and approved by the College on June 10, 2014 shall be attached hereto as Appendix B.
9. The Amendments to the President's Contract made and approved by the College on November 11, 2014 shall be attached hereto as Appendix C.
10. It is the intention of the parties that the provisions contained herein shall be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any provision or provisions hereof shall not render unenforceable, or impair, the remainder hereof. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, either in whole or in part, be held invalid or unenforceable by a court of competent jurisdiction, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions and to alter the bounds thereof in order to render it valid and enforceable; but in such event the affected provisions of this Agreement shall be curtailed and restricted only to the extent necessary to bring them within the applicable legal requirements, and the remainder of this Agreement shall not be affected.

IN WITNESS WHEREOF, the respective parties hereto have hereunto set their hands and seals and caused these presents to be executed the day and year first above written.

Rowan College at Gloucester County

By: 
GENE CONCORDIA
Chair, Board of Trustees

DATE: 4/12, 2016


FREDERICK KEATING

DATE: 4/13, 2016

The Gloucester County College President's Employment Agreement

THIS EMPLOYMENT AGREEMENT ("Agreement") made as of this 1st day of February 2012, by and between the Gloucester County College (hereinafter referred to as the "College") and Frederick Keating (hereinafter referred to as "Keating").

W I T N E S S E T H

WHEREAS, Frederick Keating has been employed as the Interim President of Gloucester County College; and accepts the terms and conditions set forth in this Agreement; and

WHEREAS, the Board of Trustees ("the Board") of Gloucester County College desires to employ Frederick Keating as the President of the College and to record the terms and conditions of his employment in an Employment Contract (hereinafter, "the Agreement").

NOW, THEREFORE, in consideration of the covenants and agreements herein contained, the College and Keating covenant and agree as follows:

- I. **EMPLOYMENT**. Pursuant to the terms and conditions of this Agreement, the College agrees to employ Keating as its President and Keating agrees to serve as the President of the College and to render services to the College as set forth herein.
- II. **TERM**. The term of this Agreement is three (3) years commencing February 6, 2012 through February 5, 2015 (the "Set Employment Term"). Thereafter, Keating shall serve in the position as President of the College at the pleasure of the Board of Trustees.
- III. **DUTIES**. The President shall well and faithfully serve the College in such capacity as aforesaid, and shall, consistent with the College's personnel policies, at all times devote his whole time, attention, and energies to the management, superintendence, and improvement of the College to the utmost of his ability, and shall do and perform all such services, acts, and things connected therewith as the Board, by its By-Laws have delegated to him, and which are of a nature properly belonging to the duties of a college president. Participation in any outside organizations, associations, clubs, or groups shall be consistent with the importance and dignity of the presidential office.
- IV. **COMPENSATION**.
 - A. **BASE SALARY**. Commencing February 6, 2012, Keating's base salary shall be \$168,000. Keating's base salary shall be increased by no less than two percent (2%) each July 1st during each year of the Set Employment

Term. The method of payment shall be in accordance with College policy. Nothing herein shall prevent the College from granting an increase in salary and benefits during the term of this Agreement, its renewal or any extension thereof. Salary adjustments under this Agreement (which shall not reduce base salary) for future years beyond the Set Employment Term shall be based on annual performance appraisals conducted by the Executive Committee of the Board of Trustees.

B. PERIODIC REVIEWS AND REPORTS.

1. **Annual Written Review of the President:** There shall be an annual written review of the President's performance. This annual review, based on goals prepared by the President, with the advice and approval of the Board, as well as other criteria which may be set by the Board, will occur each year. At each June meeting of the Board, the President shall submit to the Board an assessment of the state of the College, his personal objectives, specific goals and priorities for the ensuing twelve months. At the end of this annual time frame, the President shall report to the Board on the extent to which the goals have been accomplished and the President shall be evaluated based on his progress as well as any other criteria which may have been established by the Board.
2. **Annual Progress Report by the President:** Commencing in 2012 and at each June meeting of the Board thereafter, the President shall present a written report to the Executive Committee of the Board regarding the extent to which the goals of the preceding year were achieved. Said report will be presented by the Board Chair to the full Board at the June meeting. Nothing in this paragraph shall be construed as preventing the Board from requesting a report from the President on any matter at any other time.

C. BENEFITS. Keating shall receive the maximum benefits accorded to faculty and administrators of the College including, without limitation:

1. **Insurance/Indemnification.** The College shall provide Keating with directors' and officers' liability insurance coverage with the same terms and conditions applicable to trustees and/or officers.
2. **Health Insurance.** The College will provide medical, hospitalization, and prescription insurance coverage and other similar benefits in accordance with College policy unless specifically excluded.
3. **Retirement.** Keating will participate in the PERS pension system. Keating and the College shall each contribute the statutorily required percentages to PERS.

4. **Temporary Disability Insurance.** The College shall provide short-term disability insurance accordance with College policies.
5. **Automobile.** During the period of this Agreement and any extensions thereof, the College will provide for Keating's use an automobile (full-sized or comparable) owned and titled to the College. Keating will be entitled to use the automobile for reasonable personal as well as all professional use. It is not contemplated that the College will provide a new vehicle to Keating during the Set Employment Term absent extenuating circumstances regarding the operability of the vehicle currently provided to him. In the event that Keating ceases to be the President of the College for any reason, he shall immediately return the automobile to the possession of the College.
6. **College Travel.** The College shall reimburse Keating for the reasonable and necessary expenses of business related travel, subject to the College's normal authorization and reimbursement policies.
7. **Sick, Holiday and Personal Leave.** Keating will be granted and may use sick, holiday and personal leave in accordance with the College's personnel policies. Any payment for unused sick, holiday or personal leave shall be according to the College's general personnel policies, as may be amended from time to time.
8. **Vacation.** Keating shall earn twenty-five (25) days paid vacation per year. No more than one (1) year's worth of accrued vacation may be carried forward into any subsequent fiscal year with any additional amount forfeited. The College strongly encourages Keating to use the available vacation days annually. Keating's use of vacation over fourteen (14) consecutive calendar days requires approval of the Board Chair. Unused vacation shall not be compensated.
9. **Professional Development.** The Board agrees that Keating should pursue professional development courses. As such, subject to Board pre-approval of all courses and payments, the College will pay tuition for such courses.
10. **Additional Leave.** Additional leave may be allowed to Keating by the College, at such time, and by and upon such conditions as are deemed appropriate. Such additional leave shall be granted at the sole discretion of the Board

- V. **CONCURRENT ACADEMIC RANK.** During each academic year of this Agreement, the Board shall take appropriate action to award Keating concurrent academic rank of Professor assigned to the Liberal Arts Division.
- VI. **TERMINATION.** Keating' employment shall immediately cease and terminate upon the occurrence of any one of the following events:
- A. Expiration of the Set Employment Term set forth in this Agreement (subject to the notice required in Section IX of this Agreement).
 - B. The death of Keating.
 - C. The disability of Keating, with the term "Disability" defined as Keating's inability to perform one or more of the essential functions of his position as a result of incapacity due to mental or physical condition for a period which can reasonably be expected to last at least 180 consecutive calendar days or for a non-consecutive period of 180 calendar days in any twelve month period.
 - D. Resignation by Keating.
 - E. Termination by the Board.
 - 1. For the period of the Set Employment Term, Keating may only be terminated by the Board for "just cause." "Just cause" will be determined at the discretion of the Board of Trustees, but shall include any act or omission by Keating which the Board could reasonably conclude renders him unsuitable or unfit to serve as President.
 - F. Should Keating's employment be terminated for any of the above referenced reasons, the obligations and benefits described in this Agreement shall no longer be binding and Keating shall be entitled only such base salary as earned by Keating through the date of his termination.

VII. **END OF SET EMPLOYMENT TERM; EMPLOYMENT AT-WILL**

- A. At the conclusion of the Set Employment Term, to the extent that the Board has not provided notice pursuant to Section IX of this Agreement, Keating shall thereafter serve at the pleasure of the Board and may be removed from office based upon a confidential vote of a majority of the members of the Board, subject only to the notice required in Section IX of this Agreement.

VIII. FACULTY APPOINTMENT UPON TERMINATION OF PRESIDENCY; CONDITIONS

- A. If, after the conclusion of the Set Employment Term, Keating resigns in good standing and with proper notice under this Agreement or the Board elects to terminate Keating's Presidency other than "for cause" or disability, the Board shall offer Keating an appointment to the College faculty as a tenured Professor assigned to the Liberal Arts Division. If Keating accepts, he shall be assigned a salary equal to the maximum of the range established for full Professors and shall thereafter receive annual increases consistent with the applicable bargaining unit agreement.

IX. NOTICE OF TERMINATION

- A. If Keating desires to terminate his presidency, Keating shall provide at least 180 days written notice of his intent to terminate (the 180 period shall be referred to as the "Notice Period"). If Keating resigns and gives proper notice and is not terminated for cause, he shall receive the compensation and benefits under this Agreement for the notice period provided he continues to render proper service under this Agreement or provided that such service is waived by affirmative vote of the Board.
- B. If the Board desires to terminate Keating as President at the end of the Set Employment Term or at any time thereafter, other than for "just cause" or disability, the Board and Keating shall provide at least 180 days written notice of its intent to terminate (also referred to as the "Notice Period.") Unless said termination is for "just cause," Keating shall continue to receive the compensation and benefits under this Agreement for the Notice Period provided he continues to render proper service under this Agreement or provided that such service is waived by affirmative vote of the Board.

X. MISCELLANEOUS

- A. Complete Agreement. This Agreement constitutes the complete Agreement between the parties and incorporates all prior discussions, agreements and representations made in regard to the matters set forth herein. This Agreement shall not be amended, modified or changed except upon the mutual consent of Keating and the Board. Any amendment or modification, to be effective, must be reduced to writing and signed by all parties to this Agreement.
- B. Applicable Law; Jurisdiction. This Agreement shall be governed by and construed and enforced in accordance with the internal laws (as opposed to the conflicts of laws provisions) of the State of New Jersey.
- C. Partial Invalidity. The invalidity or unenforceability of any term, provision or clause of this Agreement shall in no way impair or affect the

validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.

- D. Waiver Of Breach. The failure of either party at any time or times to require performance of any provision hereof shall in no way affect the right at a later time to enforce the same.

IN WITNESS WHEREOF, the parties to this writing have duly executed this Agreement as of the day and year first written above.

The Gloucester County College

By: 

GENE CONCORDIA
Chair, Board of Trustees



FREDERICK KEATING

DATE: 2-3, 2012

DATE: 2/3, 2012

AMENDMENTS TO PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT, made this 10th day of June, 2014, between THE BOARD OF TRUSTEES OF GLOUCESTER COUNTY COLLEGE, County of Gloucester and State of New Jersey (hereinafter called "the College") and FREDERICK KEATING (hereinafter referred to as "Keating") and collectively referred to as "the Parties", amending the contract made February 1st 2012 (hereinafter called "the President's Contract") by and between the Parties:

W I T N E S S E T H:

The College and Keating hereby agree to the following amendments to the President's Contract:

1. **The terms of Paragraph II of the President's Contract shall be replaced with the following:**

TERM. The term of this Agreement is five (5) years commencing February 1, 2013 through June 30, 2019 (the "Set Employment Term"). Thereafter, Keating shall serve in the position as President of the College at the pleasure of the Board of Trustees.

2. **The terms of Subparagraph A of Paragraph IV of the President's Contract shall be replaced with the following:**

BASE SALARY. As of July 1, 2013, Keating's base salary is \$ 175,000. There shall be no automatic increases to Keating's base salary during the term of the Set Employment Term. The method of payment shall be in accordance with College policy. Nothing herein shall prevent the College from granting an increase in salary and benefits during the term of this Agreement, its renewal or any extension thereof. Salary adjustments under this Agreement (which shall not reduce base salary) for future years beyond the Set Employment Term shall be based on annual performance appraisals conducted by the Executive Committee of the Board of Trustees.

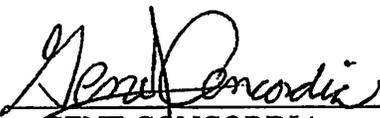
3. **The terms of Paragraph X of the President's Contract shall be construed to include the amendments set forth in this Agreement.**
4. **This Amendment supersedes and replaces the Amendments to the President's Contract made and approved by the College on January 8, 2013.**
5. **Except as otherwise amended herein, the President's Contract dated February 1st, 2012 shall be and remain the same. To the extent that any provision herein is contrary to any provision in the President's Contract, the provision in this Agreement will control. The President's Contract dated February 1st, 2012 shall be attached hereto as Appendix A.**
6. **It is the intention of the parties that the provisions contained herein shall be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any provision or provisions hereof shall not render unenforceable, or impair, the remainder hereof. If any term or provision of this Agreement or the application thereof to any person**

or circumstance shall, either in whole or in part, be held invalid or unenforceable by a court of competent jurisdiction, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions and to alter the bounds thereof in order to render it valid and enforceable; but in such event the affected provisions of this Agreement shall be curtailed and restricted only to the extent necessary to bring them within the applicable legal requirements, and the remainder of this Agreement shall not be affected.

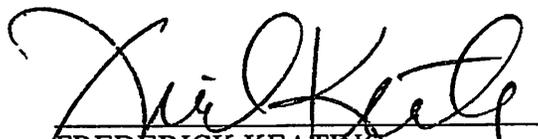
IN WITNESS WHEREOF, the respective parties hereto have hereunto set their hands and seals and caused these presents to be executed the day and year first above written.

The Gloucester County College

By:


GENE CONCORDIA
Chair, Board of Trustees

DATE: 6-16-14, 2014


FREDERICK KEATING

DATE: 6/16/14, 2014

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AMENDMENTS TO PRESIDENT'S EMPLOYMENT AGREEMENT

THIS AGREEMENT, made this 11th day of November, 2014, between THE BOARD OF TRUSTEES OF ROWAN COLLEGE AT GLOUCESTER COUNTY, County of Gloucester and State of New Jersey (hereinafter called "the College") and FREDERICK KEATING (hereinafter referred to as "Keating") and collectively referred to as "the Parties", amending the contract made February 1st, 2012 (hereinafter called "the President's Contract") by and between the Parties:

W I T N E S S E T H:

The College and Keating hereby agree to the following amendments to the President's Contract:

1. All references in the President's Contract to "Gloucester County College" shall be deemed to have been modified to refer to "Rowan College at Gloucester County."
2. The terms of Subparagraph C(2) of Paragraph IV of the President's Contract shall be replaced with the following:
 2. **Health Insurance:** The College will provide medical, hospitalization, and prescription insurance coverage and other similar benefits in accordance with College Policy unless specifically excluded. The College will provide dental coverage under Delta Dental's "Executive Plan," in lieu of "Premier Plan" coverage effective January 1, 2015, but only so long as it is permissible to do so without any additional tax, fine or penalty.
3. The terms of Subparagraph C(8) of Paragraph IV of the President's Contract shall be replaced with the following:
 8. **Vacation.** Effective January 1, 2015 Keating shall earn thirty (30) days paid vacation per year. No more than one (1) year's worth of accrued vacation may be carried forward into any subsequent fiscal year with any additional amount forfeited. The College strongly encourages Keating to use the available vacation days annually. Keating's use of vacation over fourteen (14) consecutive calendar days requires approval of the Board Chair. Unused vacation shall not be compensated.
4. The terms of Subparagraph C of Paragraph IV of the President's Contract shall be amended by adding the following subparagraph (11), as follows:
 11. **Annuity.** Commencing on January 1, 2015, and thereafter each subsequent January 1 within the term of this Employment Agreement, the College shall make an annual contribution of \$2,500 to an annuity plan selected by the President.
5. The terms of Paragraph X of the President's Contract shall be construed to include the amendments set forth in this Agreement.
6. This Amendment is in addition to the Amendments to the President's Contract made and approved by the College on June 10, 2014.

7. Except as otherwise amended herein, and by the amendments made and approved by the College on June 10, 2014, the President's Contract dated February 1st, 2012 shall be and remain the same. To the extent that any provision herein is contrary to any provision in the President's Contract or to the Amendments to the President's Contract made and approved by the College on June 10, 2014, the provision in this Agreement will control.
8. The President's Contract dated February 1, 2012 shall be attached hereto as Appendix A.
9. The Amendments to the President's Contract made and approved by the College on June 10, 2014 shall be attached hereto as Appendix B.
10. It is the intention of the parties that the provisions contained herein shall be enforceable to the fullest extent permissible under applicable law, but that the unenforceability (or modification to conform to such law) of any provision or provisions hereof shall not render unenforceable, or impair, the remainder hereof. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, either in whole or in part, be held invalid or unenforceable by a court of competent jurisdiction, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provision or provisions and to alter the bounds thereof in order to render it valid and enforceable; but in such event the affected provisions of this Agreement shall be curtailed and restricted only to the extent necessary to bring them within the applicable legal requirements, and the remainder of this Agreement shall not be affected.

IN WITNESS WHEREOF, the respective parties hereto have hereunto set their hands and seals and caused these presents to be executed the day and year first above written.

Rowan College at Gloucester County

By: 
GENE CONCORDIA
Chair, Board of Trustees


FREDERICK KEATING

DATE: 11/11/2014, 2014

DATE: 11/14/14, 2014

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Middle States Accreditation and the Self-Study Process

2015-2018



What is the Middle States Accreditation Association?



- ❖ Voluntary, non-governmental association.
- ❖ Will examine RCGC as a whole.
- ❖ Currently, requires a ten-year interval of self-examination.
- ❖ The “good housekeeping seal of approval”.



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

Middle States at RCGC



- ❖ The college was granted initial accreditation in 1972 and subsequently reaffirmed in 1977, 1987, 1998, and 2008.
- ❖ RCGC will address the seven MSCHE Standards of Excellence.



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION



Goals of the Self-Study Process

- ❖ Ensure that the College meets or exceeds expectations and compliance with MSCHE's Seven Standards of Excellence.
- ❖ Draw insights from the self-study that will inform our strategic planning and related processes.
- ❖ Earn reaccreditation after a meaningful and participatory review process.



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

Self-Study Participants



The Self study **involves everyone** at RCGC, but there are two key groups that organize and shepherd the process:

- ❖ Steering Committee – organizes the self study process, produces a draft report, and disseminates the final report.
- ❖ Working Groups– faculty, administrators, staff, students, and others from the College community collect and examine existing data and prepare analytical reports for their assigned topics.



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

What have we accomplished so far?



- ❖ Steering Committee and seven Working Groups established.
- ❖ Design Document submitted and reviewed by MSCHE.
- ❖ SharePoint site established.
- ❖ Visit by Dr. Sean McKittrick, Middle States Liaison on March 9, 2016.
- ❖ Two minor revisions required to Design Document.



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

What Are the Standards?



Institutional Context

- Standard I: Mission and Goals
- Standard II: Ethics and Integrity
- Standard VI: Planning, Resource, and Institutional Improvement
- Standard VII: Governance, Leadership, and Administration

Educational Effectiveness

- Standard III: Design and Delivery of the Student Learning Experience
- Standard IV: Support of the Student Experience
- Standard V: Educational Effectiveness Assessment



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

<http://www.rcgc.edu/MiddleStates/Pages/default.aspx>



MIDDLE STATES COMMISSION
ON HIGHER EDUCATION

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[Working Group Co-Chairs](#)

[2014-2019 Strategic Plan](#)

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Welcome to Rowan College at Gloucester County's Middle States 2018 Information Page. This page is meant to keep the RCGC community informed about the Middle States Self-Study Report.

RCGC is accredited by the Middle States Commission on Higher Education. The College is scheduled to submit a Self-Study Report as part of the accreditation process. Over the next two years, seven Working Groups, along with RCGC's Middle States Steering Committee, will assess the programs and services at RCGC in relation to the College's mission and Middle States standards.

All of the discussions and reports over the next two years will be compiled into the Self-Study Report and reviewed by the Middle States Commission on Higher Education. The Commission will issue its response along with its recommendations in 2018.



What is My Role in This Self Study Process?

- ❖ Become familiar with the standards.
- ❖ Respond promptly to all requests for documents, interviews, or data.
- ❖ Follow the Self Study website and college publications for updates.
- ❖ Ask questions.
- ❖ Review draft documents when available.



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Questions?



Comments?



<http://www.rcgc.edu/MiddleStates/Pages/default.aspx>



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