

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

CONFERENCE CALL REGULAR SESSION MINUTES
April 14, 2020

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:02 p.m. in the Cafeteria Annex in the College Center on the Gloucester Campus.

Meg Resue, Special Assistant to President and Board of Trustees, read the Open Public Meetings Act Statement: “In compliance with the ‘Open Public Meetings Act’ of the State of New Jersey, adequate notice of this meeting of the Rowan College of South Jersey Board of Trustees was provided by the forwarding of a notice on April 7, 2019, to *The South Jersey Times, The Courier Post, The Daily Journal, Atlantic City Press* the Gloucester and Cumberland County Freeholder Directors, Education Liaisons, Administrators, and both campus college communities.” Meg Resue then led the Pledge of Allegiance.

Roll call followed by Trustee Meg Resue:

Members Present:

Ms. Ave’ Altersitz
Mr. Gene Concordia
Ms. Jean DuBois
Ms. Yolanda Garcia Balicki, Esq.
Mr. Benjamin Griffith
Ms. Ruby Love
Ms. Donna Perez
Mr. Ken Mecouch
Ms. White-Coursey
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mr. Len Daws
Rev. Dr. James Dunkins

Advisors Present:

Mr. Dave Rapuano

Chair Gene Concordia welcomed everyone on the call for the evening. The Chair acknowledged Ms. Donna Perez who had submitted her resignation for the Board March 25, 2020 and thanked her for her service on the RCSJ Board of Trustees and we her all the best in her future plans. It was also noted that Rev. Dr. Dunkins would be approved at the next Cumberland County Freeholder meeting to take the Freeholder appointed position vacated by Ms. Perez. With Ms. Perez’s position as vice chair now vacated, the first action of the evening will be the reorganization of two Board officer positions: vice chair and treasurer.

REORGANIZATION OF BOARD OF TRUSTEES OFFICERS POSITIONS: VICE CHAIR & TREASURER

Board Officer Nominations

Vice Chair

Chair Concordia opened the floor for nominations for the position of Vice Chair. Trustee Wills nominated Ms. Ruby Love, seconded by Trustee Griffith. Trustee Balicki moved to close the nominations and Trustee Altersitz seconded the motion. The motion to appoint Ms. Love as Vice Chair was unanimously passed and with Ms. Love abstaining. Ms. Ruby Love was declared Vice Chair.

Treasurer

Chair Concordia opened the floor for nominations for the position of Treasurer. Trustee Balicki nominated Mr. Ken Mecouch, seconded by Trustee DuBois. Trustee Wills moved to close the nominations and Trustee Love seconded the motion. The motion to appoint Mr. Mecouch as Treasurer was unanimously passed, with Mr. Mecouch abstaining. Mr. Ken Mecouch was declared Treasurer.

PRESIDENT'S REPORT

Dr. Keating discussed the current state of the College which fell into three phases: Phase I – Impact, Phase II – Modification, and Phase III – Reconstruction. As a result of the Governor's Executive Order 107, the College rapidly shifted everything to an online format including support structures. The modification phase finds us with everything online and have modified student support services such as advising and tutoring to be accessible online as well. Parking lot Wi-Fi hot spots have been established on both campuses for students who do not have access. We have turned over the campus to Emergency Management and the campus is a testing site for COVID-19. On campus are a very limited number of essential employees, all socially distanced and receiving additional compensation to keep vital operations running. We have shifted our gears toward summer and all four summer sessions will be offered online. We have now staked our goal posts on reconstruction in September. The term reconstruction come out of our Cabinet discussions because that is exactly what it is going to be – it is like coming out of a war and we will need to build a different College. We are working to salvage our most at-risk students who due to lack of technology or internet access have faltered or given up. The protracted pandemic has been an extreme stress test, whereas through storms and power outages in the past we have managed a continuation of support services. We are moving to a technology base with a variety of course delivery methods planned for fall. Conversations with both campus Foundations are underway to facilitate equipping students with needed technology for success. We are putting together an aggressive marketing campaign to put forth RCSJ as a safe educational answer to students should the high schools shut down in near future or even for current college students should the pandemic impact four-year university openings in the fall.

AGENDA SPECIFIC PUBLIC COMMENT

No comments were received when asked by Chair Concordia.

ACCEPTANCE OF MINUTES

The March 10, 2020 Regular Session Meeting Minutes were approved as published.

FINANCE

Mr. Burzichelli, VP & COO gave an update on the impact on the College's budget with regard to federal, state and local funding considerations and reviewed the financial statements ending February 29, 2020, reporting the College was financially sound.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending February 29, 2020. (Statements attached)

PLANNING/FACILITIES

Mr. Burzichelli, VP & COO with Dr. Sue Hall updated the Board on the status of the College's Emergency Operations Plan in light of the current COVID-19 pandemic. Mr. Burzichelli then reviewed the Campus Security Crime Statistics for both campuses and provided an overview of the listed agenda items.

Informational Items: Campus Safety Crime Statistics Reports – Rowan College of South Jersey Campus Safety Crime Statistics for February 2020 (both campuses). (attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Wills and passed, to approve the following items (resolutions attached):

1. Agreement between TTI Environmental, Inc. and RCSJ - Gloucester
2. Collective Bargaining Agreement: RCSJ - Cumberland & the Technical Assistants Association
3. Land Lease Agreement between RCSJ - Gloucester & the Gloucester County Housing Authority

PERSONNEL

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee DuBois, with the following unanimously approved as presented: (attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services updated the Board on the Middle States Substantive Change Visit Report as a follow-up to the college merger July 1, 2019. Dr. Rickards reported there were no issues to come out of this visit other than a request to be updated on the progress of future collective bargaining negotiations. Otherwise they were impressed by the progress the College has made since the merger and commended the Board, President, Administration, Faculty and staff on their efforts. Dr. Rickards proceeded to review the various action items on the agenda.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Love, to approve the following: (resolutions attached)

1. Approve application, upon award, accept funding from the NJ Department of Labor & Workforce Development's 2020 NJPLACE 2.0 Grant Program for the Cumberland Campus
2. Approval for RCSJ - Cumberland to align with the approved RCSJ - Gloucester Academic Calendar for the 2020-2021 academic school year
3. Awarding the rank of Professor Emeritus/Emerita to the following: Birdena Brookins, Leo P. Chow, Dr. Marion Destralo-Caporusso, and Michael Keith.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee DuBois, to approve the following with Trustees Altersitz and White-Coursey abstaining: (resolution attached)

1. Authorizing RCSJ-Cumberland Campus to apply for budget amendment request to the New Jersey Department of Education and upon approval, accept funding for the FY 2019-20 Perkins Career and Technical Education Grant

POLICY

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Balicki, to approve the following policy: (attached)

1. Revised Policy 7111 Workers' Compensation

OTHER BUSINESS

1. Josh Piddington, VP & CIO, Innovation & Technology provided information to the Board members on NJCCC Affinity Group for Online Learning practices update, the establishment of a Student Laptop Program and committee to strategize how it issue students computers in time for the fall semester and how the College is in preliminary discussions with Rowan University on Global opportunities.
2. Judy Atkinson, VP, Student Services updated the Board on the revised end-of-year activities planning.
3. Dr. Jim Piccone, VP & CAO, Cumberland Campus provided an update on the branch campus and noted that quite a few students failed to log on to their online courses and the branch establish a volunteer team to reach out to these students to proactively support them to engage them with their classes and have successfully connected with 44 percent of them to date enabling the volunteers to offer the students with different options. The Cumberland campus uses a variety of methods in their outreach to keep in communication with students offering them support to encourage them to persist through this difficult period. Dr. Piccone asked if there were any questions, and Trustee Griffith asked of the 1100 students not returning for classes, how many did the College salvage? Dr. Piccone responded that approximately 50 percent returned through their outreach efforts.

PUBLIC PORTION

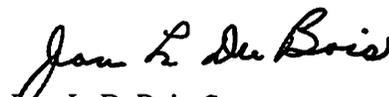
Chair Concordia asked Public comment

No comments were received.

ADJOURNMENT

At 7:04 p.m., Trustee Wills made a motion, seconded by Trustee Griffith. The motion was unanimously approved to adjourn the meeting.

Respectfully submitted,


Jean L. DuBois, Secretary

Notes taken by Meg Resue

**ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 29, 2020**

	2/29/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 24,944,624	\$ 23,605,934	\$ (1,338,690)
Police Academy - Tuition	80,000	51,803	(28,197)
Fire Academy - Tuition	52,000	29,960	(22,040)
Continuing Education	2,296,000	1,133,730	(1,162,270)
Fees	14,136,654	13,196,142	(940,512)
Out of County	290,000	117,005	(172,995)
Government Appropriations			
State	8,787,610	5,727,215	(3,060,395)
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	14,692,600	11,080,714	(3,611,886)
Other Revenues	964,300	449,534	(514,766)
Auxiliary Enterprises	1,365,500	916,481	(449,019)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
Total Revenues	\$ 68,814,434	\$ 56,518,599	\$ (12,295,835)
Current Operating Expenditures			
Instruction - Total	\$ 22,234,861	\$ 14,710,484	\$ 7,524,377
Personnel - FT	10,089,024	6,253,748	3,835,276
Personnel - FT OT, OL, Misc	3,161,449	2,058,890	1,102,559
Benefits	3,673,629	3,026,251	647,378
Personnel - PT	4,613,839	2,919,301	1,694,538
Expenses	696,920	452,294	244,626
Continuing Education - Total	\$ 2,292,565	\$ 1,372,680	\$ 919,885
Personnel - FT	653,428	437,370	216,058
Personnel - FT OT, OL, Misc	2,780	1,547	1,233
Benefits	476,996	200,827	276,169
Personnel - PT	534,786	356,246	178,540
Expenses	624,575	376,690	247,885

Police Academy - Total	\$ 538,030	\$ 300,512	\$ 237,518
Personnel - FT	258,312	172,671	85,641
Personnel - FT OT, OL, Misc	-		-
Benefits	203,683	79,971	123,712
Personnel - PT	34,529	23,773	10,756
Expenses	41,506	24,097	17,409
Fire Academy - Total	\$ 319,289	\$ 186,153	\$ 133,136
Personnel - FT	137,321	91,608	45,713
Personnel - FT OT, OL, Misc	6,049	2,426	3,623
Benefits	101,525	42,427	59,098
Personnel - PT	43,323	30,369	12,954
Expenses	31,071	19,323	11,748
Academic Support - Total	\$ 6,676,016	\$ 3,636,797	\$ 3,039,219
Personnel - FT	2,950,646	1,667,204	1,283,442
Personnel - FT OT, OL, Misc	83,129	49,919	33,210
Benefits	1,927,050	822,045	1,105,005
Personnel - PT	839,456	470,263	369,193
Expenses	875,735	627,366	248,369
Student Services - Total	\$ 13,548,964	\$ 7,876,353	\$ 5,672,611
Personnel - FT	6,513,363	4,214,897	2,298,466
Personnel - FT OT, OL, Misc	72,324	51,692	20,632
Benefits	4,559,941	2,090,672	2,469,269
Personnel - PT	871,387	552,485	318,902
Expenses	1,531,949	966,607	565,342
Institutional Support - Total	\$ 12,655,455	\$ 7,656,487	\$ 4,998,968
Personnel - FT	4,723,169	3,266,988	1,456,181
Personnel - FT OT, OL, Misc	940	4,006	(3,066)
Benefits	3,223,548	1,518,896	1,704,652
Personnel - PT	327,682	132,188	195,494
Expenses	4,380,116	2,734,409	1,645,707
Operating & Maintenance - Total	\$ 9,295,646	\$ 5,655,168	\$ 3,640,478
Personnel - FT	2,102,462	1,393,360	709,102
Personnel - FT OT, OL, Misc	112,455	62,237	50,218
Benefits	1,306,438	634,115	672,323
Personnel - PT	63,945	21,068	42,877
Expenses	5,710,346	3,544,388	2,165,958
Auxiliary Enterprises	\$ 379,508	\$ 209,622	\$ 169,886
Debt Service		57,107	(57,107)
Leasing Expenses	\$ 58,000	57,375	625
Minor Capital	\$ 250,000	73,845	176,155
Retiree Benefits	\$ 566,100	234,153	331,947
Total Operating Expenditures	\$ 68,814,434	\$ 42,026,736	\$ 26,787,698

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 29, 2020
Gloucester Campus

	2/29/2020		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 17,592,912	\$ 16,075,783	\$ (1,517,129)
Police Academy - Tuition	80,000	51,803	(28,197)
Fire Academy - Tuition	52,000	29,960	(22,040)
Continuing Education	1,250,000	642,817	(607,183)
Fees	10,727,684	9,978,035	(749,649)
Out of County	40,000	25,974	(14,026)
Government Appropriations			
State	5,487,610	3,411,967	(2,075,643)
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	8,100,000	6,136,264	(1,963,736)
Other Revenues	246,800	139,286	(107,514)
Auxiliary Enterprises	605,500	466,019	(139,481)
Reserve from FY19			-
Drawdown from Unrestricted Fund Balance	390,025		(390,025)
Total Revenues	\$ 44,887,652	\$ 37,167,989	\$ (7,719,663)
Current Operating Expenditures			
Instruction - Total	\$ 13,850,763	\$ 10,250,324	\$ 3,600,439
Personnel - FT	7,197,908	4,590,912	2,606,996
Personnel - FT OT, OL, Misc	2,180,449	1,539,890	640,559
Benefits	1,331,629	2,126,238	(794,609)
Personnel - PT	2,802,457	1,755,334	1,047,123
Expenses	338,320	237,950	100,370
Continuing Education - Total	\$ 1,625,212	\$ 873,873	\$ 751,339
Personnel - FT	459,350	303,856	155,494
Personnel - FT OT, OL, Misc	2,780	1,547	1,233
Benefits	376,996	140,728	236,268
Personnel - PT	245,811	135,819	109,992
Expenses	540,275	291,923	248,352

Police Academy - Total	\$ 538,030	\$ 300,512	\$ 237,518
Personnel - FT	258,312	172,671	85,641
Personnel - FT OT, OL, Misc	-		-
Benefits	203,683	79,971	123,712
Personnel - PT	34,529	23,773	10,756
Expenses	41,506	24,097	17,409
Fire Academy - Total	\$ 319,289	\$ 186,153	\$ 133,136
Personnel - FT	137,321	91,608	45,713
Personnel - FT OT, OL, Misc	6,049	2,426	3,623
Benefits	101,525	42,427	59,098
Personnel - PT	43,323	30,369	12,954
Expenses	31,071	19,323	11,748
Academic Support - Total	\$ 4,001,266	\$ 2,403,698	\$ 1,597,568
Personnel - FT	1,622,357	1,062,056	560,301
Personnel - FT OT, OL, Misc	70,529	45,143	25,386
Benefits	1,225,400	491,881	733,519
Personnel - PT	478,190	306,195	171,995
Expenses	604,790	498,423	106,367
Student Services - Total	\$ 9,891,837	\$ 5,491,444	\$ 4,400,393
Personnel - FT	4,611,041	3,035,097	1,575,944
Personnel - FT OT, OL, Misc	68,425	49,873	18,552
Benefits	3,703,141	1,405,677	2,297,464
Personnel - PT	416,234	292,828	123,406
Expenses	1,092,996	707,969	385,027
Institutional Support - Total	\$ 7,728,637	\$ 4,541,375	\$ 3,187,262
Personnel - FT	2,896,405	2,049,789	846,616
Personnel - FT OT, OL, Misc	940	232	708
Benefits	2,433,748	949,340	1,484,408
Personnel - PT	146,542	86,530	60,012
Expenses	2,251,002	1,455,484	795,518
Operating & Maintenance - Total	\$ 6,218,010	\$ 3,674,933	\$ 2,543,077
Personnel - FT	1,987,395	1,316,672	670,723
Personnel - FT OT, OL, Misc	112,455	62,237	50,218
Benefits	1,253,538	609,804	643,734
Personnel - PT	45,315	21,068	24,247
Expenses	2,819,307	1,665,152	1,154,155
Leasing Expenses	\$ 58,000	57,375	\$ 625
Retiree Benefits	\$ 566,100	234,153	\$ 331,947
Auxiliary Enterprises	\$ 90,508	70,252	\$ 20,256
Total Operating Expenditures	\$ 44,887,652	\$ 28,084,092	\$ 16,803,560

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 29, 2020

	2/29/2020		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,501,712	\$ 7,623,092	\$ 121,380
Continuing Education	1,046,000	490,913	(555,087)
Fees	3,408,970	3,218,107	(190,863)
Out of County (Charge back)	250,000	91,031	(158,969)
Waivers	(150,000)	(92,940)	57,060
Government Appropriations			
State	3,300,000	2,315,248	(984,752)
County	6,592,600	4,944,450	(1,648,150)
Other Revenues	717,500	310,248	(407,252)
Auxiliary Enterprises	760,000	450,462	(309,538)
Reserve from FY19	500,000		(500,000)
Drawdown from Unrestricted Fund Balance			-
Total Revenues	\$ 23,926,782	\$ 19,350,610	\$ (4,576,172)
Current Operating Expenditures			
Instruction - Total			
Personnel - FT	\$ 8,384,099	\$ 4,460,160	\$ 3,923,939
Personnel - FT OT, OL, Misc	2,891,117	1,662,836	1,228,281
Benefits	981,000	519,000	462,000
Personnel - PT	2,342,000	900,013	1,441,987
Expenses	1,811,382	1,163,967	647,415
	358,600	214,344	144,256
Continuing Education - Total			
Personnel - FT	\$ 667,353	\$ 498,807	\$ 168,546
Personnel - FT OT, OL, Misc	194,078	133,513	60,565
Benefits		-	-
Personnel - PT	100,000	60,099	39,901
Expenses	288,975	220,427	68,548
	84,300	84,767	(467)
Academic Support - Total			
Personnel - FT	\$ 2,337,666	\$ 1,075,334	\$ 1,262,332
Personnel - FT OT, OL, Misc	1,216,300	530,489	685,811
Benefits	12,600	4,776	7,824
Personnel - PT	634,500	283,186	351,314
Expenses	251,466	136,773	114,693
	222,800	120,110	102,690
Student Services - Total	\$ 3,657,134	\$ 2,384,909	\$ 1,272,225

Personnel - FT	1,902,322	1,179,799	722,523
Personnel - FT OT, OL, Misc	3,899	1,819	2,080
Benefits	856,800	684,995	171,805
Personnel - PT	455,153	259,657	195,496
Expenses	438,960	258,638	180,322
Public Service - Total	\$ 337,089	\$ 157,766	\$ 179,323
Personnel - FT	111,989	74,659	37,330
Personnel - FT OT, OL, Misc		-	-
Benefits	67,150	46,978	20,172
Personnel - PT	109,800	27,295	82,505
Expenses	48,150	8,833	39,317
Institutional Support - Total	\$ 4,926,804	\$ 3,115,112	\$ 1,811,692
Personnel - FT	1,826,764	1,217,198	609,566
Personnel - FT OT, OL, Misc		3,774	(3,774)
Benefits	789,800	569,556	220,244
Personnel - PT	181,140	45,658	135,482
Expenses	2,129,100	1,278,925	850,175
Operating & Maintenance - Total	\$ 3,077,637	\$ 1,980,235	\$ 1,097,402
Personnel - FT	115,067	76,688	38,379
Personnel - FT OT, OL, Misc		-	-
Benefits	52,900	24,311	28,589
Personnel - PT	18,630	-	18,630
Expenses	2,891,040	1,879,236	1,011,804
Debt Service		57,107	\$(57,107)
Retiree Benefits	\$ -	-	\$ -
Minor Capital	\$ 250,000	73,845	\$ 176,155
Auxiliary Enterprises	\$ 289,000	139,370	\$ 149,630
Total Operating Expenditures	\$ 23,926,782	\$ 13,942,644	\$ 9,984,138

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, COO
FROM: Paul J. Babcock, Acting Director
FROM: Andres Lopez, Director of Campus Safety and Security
DATE: February 29, 2020
SUBJECT: CRIME STATISTICS February 2020

In accordance with New Jersey Statute P.L. 2015, Chapter 220, S485, supplementing Chapter 3b of Title 18A, enacted January 19, 2016 the President of each public institution of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period. For the purpose of this report, Rowan College of South Jersey is following the Clery Act definitions for reporting crime statistics.

DESCRIPTION	GLOUCESTER	CUMBERLAND
Burglary	0 Incidents	0 incidents
Criminal Trespass	0 Incidents	1 incidents
Possession of Controlled Dangerous Substances	0 Incidents	0 incidents
Underage Alcohol Consumption	0 Incidents	0 incidents
Thefts	3 Incidents	0 incidents
Harassment	2 Incidents	0 incidents
Criminal Mischief	1 Incidents	0 incidents
Receiving Stolen Property	0 Incidents	0 incidents
False Public Alarms	4 Incidents	0 incidents
Emergency Notifications	0 Incidents	0 incidents
Assault	0 Incidents	0 incidents
Sexual Assault/Contact	0 Incidents	0 incidents
Hate Crimes	0 Incidents	0 incidents
Violence Against Women	0 Incidents	0 incidents
Timely Warnings	0 Incidents	0 incidents
Motor Vehicle Accidents/Incidents	2 Incidents	1 incidents
Fire	0 Incidents	0 incidents
Medical Assist/Incidents	2 Incidents	3 incidents
Evacuations	0 Incidents	1 incident



**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTACT FOR AN ENVIRONMENTAL SERVICES COMPANY
(Pursuant to N.J.S.A. 19:44A-20.4 – Non-Fair and Open Process)**

WHEREAS, Rowan College of South Jersey has a need to acquire professional services contractor specializing in environmental services pursuant to the provisions of County Contract Law (18A:64A-25.5a) "exceptions to requirements for advertising, professional services, in excess of \$35,000 and as a non-fair and open contract for contracts exceeding \$17,500 as allowed by N.J.S.A. 19:44A-20.4; and

WHEREAS, the anticipated term of this contract is one year commencing on the date of the contract and may be extended as approved by the College; and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when the values of a contract with a vendor exceeds \$17,500, that vendor is subject to the Pay-to-Play law; and

WHEREAS, the Vice President and Chief Operating Officer has determined that the total value of contracts awarded will exceed \$17,500; and

WHEREAS, TTI Environmental, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that neither TTI Environmental, Inc. or anyone with an interest in it has, during the one year period preceding the award of the contract made a reportable campaign contribution (as defined by N.J.S.A. 19:44A-20.4, *et seq.*) to any County committee of a political party in the County of Gloucester if a member of that political party is serving in an elective public office of the County of Gloucester at the time that the contract is awarded, or to any candidate committee of any person serving in an elective public office of the County of Gloucester when the contract is awarded, and that the contract will prohibit from making any reportable contributions through the term of the contract; and

WHEREAS, the Vice President and Chief Operating Officer certifies the funds are available; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus, to enter into an agreement with TTI Environmental, Inc. as described herein

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 14, 2020.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".
Jean L. DuBois, Secretary



RESOLUTION REGARDING THE COLLECTIVELY NEGOTIATED AGREEMENT BY AND BETWEEN ROWAN COLLEGE OF SOUTH JERSEY, CUMBERLAND CAMPUS, AND THE TECHNICAL ASSISTANTS ASSOCIATION

WHEREAS, the Rowan College of South Jersey, Cumberland Campus, acknowledges the position of Library Services Assistant and Enrollment Services Rep I, II, and III will be included in "Article I- Recognition (p. 1)" of the Technical Assistants collective bargaining agreement not the Staff Association. These positions will be added to the unit which will now include Technical Assistants, Enrollment Services Representatives I, II, III and Library Services Assistant; and

WHEREAS, the Rowan College of South Jersey, Cumberland Campus, acknowledges the position of Library Services Assistant I and Enrollment Services Rep I, II, and III will be included in "Article V, Section 11.0 - Unit of Work Level" of the same document (p. 9) and assigned the following new categories:

Level A – Enrollment Services Representative I
Level B – Enrollment Services Representative II
Level C – Enrollment Services Representative III and Library Services Assistant; and all previous categories will remain as written in the current Technical Assistants Association Contract; and

WHEREAS, Rowan College of South Jersey, Cumberland Campus, Article VII of the Technical Assistants Association Contract will include the following additions:

Salary Guide Level A – Minimum \$22,046, Maximum \$39,411
Salary Guide Level B – Minimum \$24,882, Maximum \$47,358
Salary Guide Level C – Minimum \$29,136, Maximum \$55,462; and

WHEREAS, upon acceptance of this resolution, all provision of the collective bargaining agreement between the Technical Assistants Association of Rowan College of South Jersey, Cumberland Campus, will now apply to the positions of Library Services Assistant and Enrollment Services Representatives I, II, and III; and

WHEREAS, it is further understood and agreed that with this resolution, the Staff Association Contract is voided in its totality and is not recognized as a collectively negotiated unit between Rowan College of South Jersey, Cumberland Campus, and the Staff Association

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Cumberland Campus, to enter into a collective bargaining agreement with the Technical Assistants Association.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING A CERTAIN AGREEMENT TO ENTER INTO GROUND LEASE BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE HOUSING AUTHORITY OF GLOUCESTER COUNTY AND AUTHORIZING OFFICERS OF ROWAN COLLEGE OF SOUTH JERSEY TO TAKE ALL OTHER ACTIONS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH SUCH AGREEMENT

WHEREAS, the Board of Trustees (hereinafter the "Board") of Rowan College of South Jersey (hereinafter the "College"), a body corporate in the State of New Jersey, is authorized to enter into contracts and agreements under and pursuant to N.J.S.A. 18A:1-1, et seq.; and specifically, under N.J.S.A. 18A:64A-1 et seq.; and

WHEREAS, the College owns a parcel of land located in the Township of Deptford (the "Township"), County of Gloucester, New Jersey, designated as Block 417, portion of Lot 1, consisting of 43.78 acres located on the College Campus (hereinafter the "Parcel"), which the Township has declared as an area in need of redevelopment, as defined under N.J.S.A. 40A-12A-1; and

WHEREAS, the College, and the Housing Authority of Gloucester County (collectively, the "Parties") desire to enter into an Agreement to Enter into Ground Lease (the "Agreement") attached hereto as Exhibit "A", for a portion of Parcel, being particularly described on the metes and bounds description attached to the Agreement as Schedule A and as more particularly depicted on Schedule B attached to the Agreement (the "Property"); and

WHEREAS, the College desires to accomplish the goals and objectives as set forth in the Agreement;

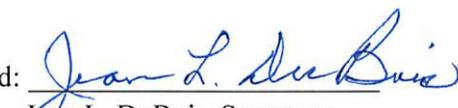
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey as follows:

1. The Board hereby authorizes, approves and consents to the execution of the Agreement, and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College, and Vice President and Chief Operating Officer and any other representative of the Board hereafter duly authorized by the Board in writing (the "Authorized Officers" and each an "Authorized Officer") to determine all matters in connection therewith.
2. The Board hereby authorizes, approves and consents to the Authorized Officers taking all actions necessary and authorizes the execution of a ground lease agreement with the Gloucester County Housing Authority in accordance with the terms of the Agreement.
3. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
4. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College's professional advisors, in connection with the Project, or any other action in connection with or related to the Project, are hereby ratified, confirmed, approved and adopted.

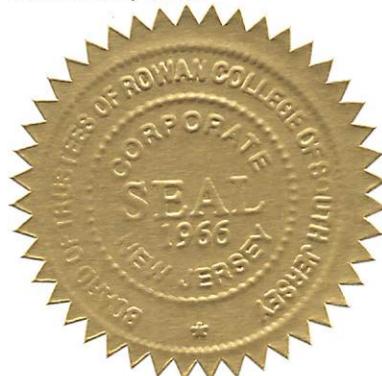
This resolution shall take effect immediately.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 14, 2020.

Attested:


Jean L. DuBois, Secretary


Gene J. Concordia, Chair



RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 4/14/2020

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

(2) Two Full Time New Hires:

Title	Name	Rationale	Salary	Effective Date
Security Officer	Daniel Lefebvre	Resignation	\$12.00 per hour	2/17/2020
Technical Support Technician	Daniel Leeder	Resignation	\$16.44 per hour	3/17/2020

(4) Four Employee Transitions:

Title	Name	Rationale	Salary	Effective Date
Executive Assistant to VP of Student Services	Denise Gerace	Retirement	\$45,000.00 per year	3/9/2020
Maintenance/Fireman	George Gaines	Reassignment	\$18.50 per hour	3/16/2020
Technical Support Technician	Ali Yassin	Part-Time to Full-Time	\$16.44 per hour	3/23/2020
Custodian	Timothy Jaep	Part-Time to Full-Time	\$14.45 per hour	3/23/2020

(3) Three Resignations:

Title	Name	Rationale	Salary	Effective Date
Technical Support Technician	Justin Weaver	Resignation	\$19.22 per hour	3/20/2020
Team Coordinator, Level V	Sabrina Corsey	Resignation	\$19.16 per hour	4/1/2020
Assistant Director, University Partnerships	Jannah Zubaidi	Revise Resignation Date	\$45,000.00 per year	7/1/2020

President's Recommendation:

Summer Schedule: Implement a flexible summer schedule beginning Friday, May 22, 2020 and ending Friday, August 14, 2020.

Full time employees shall be scheduled to work the normal number of work hours during each week (35 hours/week).

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 4/14/2020

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

(1) One Employee Transition:

Title	Name	Rationale	Salary	Effective Date
Maria Giordano	Supervisor, Purchasing Services	Part-Time to Full-Time	\$40,000.00 per year	4/1/2020

(1) One Part-Time New Hire:

Title	Name	Rationale	Salary	Effective Date
Call Center Operator	Lonardo Rodriguez -Carrion	Reassigned Employee	\$11.00 per hour	4/1/2020



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES FOR APPROVAL TO APPLY, AND UPON AWARD,
ACCEPT FUNDING FOR RCSJ, CUMBERLAND FROM THE NEW JERSEY
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT 2020
NJPLACE 2.0 GRANT PROGRAM**

WHEREAS, the N.J. Department of Labor and Workforce Development 2020 NJPLACE 2.0 Grant Program requires Board of Trustees approval for Rowan College of South Jersey, Cumberland (RCSJ, Cumberland) to apply and, upon award, accept this funding for a workforce apprenticeship program; and

WHEREAS, the N.J. Department of Labor and Workforce Development will disburse these funds beginning July 1, 2020, and ending June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes RCSJ, Cumberland to apply and, upon award, accept up to \$150,000 from the N.J. Department of Labor and Workforce Development's NJPLACE 2.0 Grant Program.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, April 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE ACADEMIC CALENDAR FOR THE 2020 -2021 ACADEMIC SCHOOL YEAR FOR ROWAN COLLEGE OF SOUTH JERSEY, CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey, Cumberland (RCSJ, Cumberland) develops an Academic Calendar for instruction; and

WHEREAS, RCSJ, Cumberland will align its instructional Academic Calendar with the Gloucester Campus'; and

WHEREAS, the Cumberland Academic Calendar will continue to align with the Cumberland campus' contractual holiday schedules.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees and hereby authorizes RCSJ, Cumberland to align with the approved Academic Calendar for the Gloucester campus for the 2020-2021 academic school year.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held April 14th, 2020.

A handwritten signature in black ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Jean L. DuBois".
Jean L. DuBois, Secretary

Cumberland Academic Calendar 2020-21

Fall 2020

<p>16 Week</p> <p>8/31 M Drop 100% Refund</p> <p>9/1 T Semester Begins</p> <p>9/7 M Labor Day - College Closed</p> <p>9/8 T Last Day to Add</p> <p>9/15 T Last Day Drop with 50% Refund</p> <p>9/15 T Last Day to Change to/from Audit</p> <p>10/12 M Columbus Day - College Closed</p> <p>10/28 W Development Day - No Classes/Labs</p> <p>11/3 T Advisement/Assessment Day - No Classes/Labs</p> <p>11/13 F Last Day to Withdraw from Classes</p> <p>11/26-29 R-SU Thanksgiving Holiday - College Closed</p> <p>12/14 M Semester Ends</p>	<p>10 Week</p> <p>9/27 SU Drop 100% Refund</p> <p>9/28 M Semester Begins</p> <p>9/30 W Last Day to Add</p> <p>10/4 SU Last Day Drop with 50% Refund</p> <p>10/4 SU Last Day to Change to/from Audit</p> <p>10/12 M Columbus Day - College Closed</p> <p>10/28 W Development Day - no Classes/Labs</p> <p>11/3 T Advisement/Assessment Day-No Classes/Labs</p> <p>11/26-29 R-SU Thanksgiving Holiday - College Closed</p> <p>11/13 F Last Day to Withdraw from Classes</p> <p>12/14 M Semester Ends</p>	<p>7a</p> <p>8/31 M Drop 100% Refund</p> <p>9/1 T Semester Begins</p> <p>9/3 R Last Day to Add</p> <p>9/6 SU Last Day Drop with 50% Refund</p> <p>9/6 SU Last Day to Change to/from Audit</p> <p>10/2 F Last Day to Withdraw from Classes</p> <p>10/16 F Semester Ends</p> <p>7b</p> <p>10/25 SU Drop 100% Refund</p> <p>10/26 M Semester Begins</p> <p>10/28 W Last Day to Add</p> <p>11/1 SU Last Day Drop with 50% Refund</p> <p>11/1 SU Last Day to Change to/from Audit</p> <p>11/25 W Last Day to Withdraw from Classes</p> <p>12/14 M Semester Ends</p>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Winter 2021

	5 weeks	
12/13 SU	Drop 100% Refund	
12/14 M	Session Begins	
12/16 W	Last Day to Add	
12/20 SU	Last Day Drop with 50% Refund	
12/20 SU	Last Day to Change to/from Audit	
1/6 W	Last Day to Withdraw from Classes	
1/15 F	Session Ends	

Spring 2021

<p>16 Week</p> <p>1/18 M Drop 100% Refund</p> <p>1/19 T Semester Begins</p> <p>1/25 M Last Day to Add</p> <p>2/1 M Last Day Drop with 50% Refund</p> <p>2/1 M Last Day to Change to/from Audit</p> <p>2/15 M Presidents' Day - College Closed</p> <p>2/16 T Development Day - No Classes/Labs</p> <p>2/17 W Monday Class Schedule</p> <p>3/15-21 M-SU Spring Break - No Classes</p> <p>4/1 R Last Day to Withdraw from Classes</p> <p>4/2-5 F-M Easter Holiday - College Closed</p> <p>4/7 W Advisement/Assessment Day - No Classes/Labs</p> <p>5/5 W Semester Ends</p> <p>5/13 R Commencement</p>	<p>10 Week</p> <p>2/21 SU Drop 100% Refund</p> <p>2/22 M Semester Begins</p> <p>2/24 W Last Day to Add</p> <p>2/24 W Monday Class Schedule</p> <p>3/7 SU Last Day Drop with 50% Refund</p> <p>3/7 SU Last Day to Change to/from Audit</p> <p>3/15-21 M-SU Spring Break - No Classes</p> <p>4/2-5 F-M Easter Holiday - College Closed</p> <p>4/7 W Advisement/Assessment Day-No Classes/Labs</p> <p>4/9 F Last Day to Withdraw from Classes</p> <p>5/5 W Semester Ends</p>	<p>7a</p> <p>1/18 M Drop 100% Refund</p> <p>1/19 T Semester Begins</p> <p>1/21 R Last Day to Add</p> <p>1/24 SU Last Day Drop with 50% Refund</p> <p>1/24 SU Last Day to Change to/from Audit</p> <p>2/19 F Last Day to Withdraw from Classes</p> <p>3/5 F Semester Ends</p> <p>7b</p> <p>3/21 SU Drop 100% Refund</p> <p>3/22 M Semester Begins</p> <p>3/24 W Last Day to Add</p> <p>3/28 SU Last Day Drop with 50% Refund</p> <p>3/28 SU Last Day to Change to/from Audit</p> <p>4/23 F Last Day to Withdraw from Classes</p> <p>5/5 W Semester Ends</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Summer 2021

Session I - 5 weeks (M,W)

5/16 SU	Drop 100% Refund
5/17 M	Session Begins
5/19 W	Last Day to Add
5/23 SU	Last Day Drop with 50% Refund
5/23 SU	Last Day to Change to/from Audit
5/31 M	Memorial Day - College Closed
6/3 R	Last Day to Withdraw from Classes
6/18 F	Session Ends

Session III - 10 weeks (M,W with T,R labs)

5/31 M	Drop 100% Refund
6/1 T	Session Begins
6/3 R	Last Day to Add
6/6 SU	Last Day Drop with 50% Refund
6/6 SU	Last Day to Change to/from Audit
7/5 M	Independence Day - School Closed
7/15 R	Last Day to Withdraw from Classes
8/6 F	Session Ends

Session II - 7 weeks (T,R)

5/17 M	Drop 100% Refund
5/18 T	Session Begins
5/20 R	Last Day to Add
5/23 SU	Last Day Drop with 50% Refund
5/23 SU	Last Day to Change to/from Audit
5/31 M	Memorial Day - College Closed
6/17 R	Last Day to Withdraw from Classes
7/2 F	Session Ends

Session IV - 7 weeks (T,R)

7/5 M	Drop 100% Refund
7/6 T	Session Begins
7/8 R	Last Day to Add
7/11 SU	Last Day Drop with 50% Refund
7/11 SU	Last Day to Change to/from Audit
8/5 R	Last Day to Withdraw from Classes
8/20 F	Session Ends

Final Edit: 3/17/2020



RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY TO AWARD RANK OF PROFESSOR EMERITA

Birdena Brookins

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Birdena Brookins be awarded the rank of Professor Emerita. Birdina Brookins came to Gloucester County College in 1987 (RCSJ); and has had a distinguished 33 years of dedicated service to the college, students, peer groups and the college community as a whole; and

WHEREAS, Birdena Brookins began her career at Gloucester County College (RCSJ) as a Reading faculty member. She has served on several college committees, been active in many college events and has maintained a stellar record of teaching effectiveness; and

WHEREAS, Birdena Brookins taught and influenced the lives of thousands of students with a strong dedication to her students; and

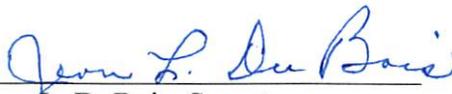
NOW, THEREFORE, BE IT RESOLVED that in recognition of her 33 years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Birdena Brookins be awarded the rank of Professor Emerita, including all the rights and privileges thereof; and

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Birdena Brookins as a token of the Board's recognition and appreciation for her services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on April 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY TO AWARD RANK OF PROFESSOR EMERITUS

Leo Chow

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Leo Chow be awarded the rank of Professor Emeritus. Leo Chow came to Gloucester County College in 1977 (RCSJ); and has had a distinguished 43 years of dedicated service to the college, students, peer groups and the college community as a whole; and

WHEREAS, Leo Chow is a 1973 graduate of our college, who then went on to obtain his Bachelor's degree from Columbia and MBA from Drexel. He has made numerous contributions to the college such as developing online Business courses, contributing to the accreditation of the Accounting and Business Administration programs, taken part in a number of college committees and has mentored students for decades; and

WHEREAS, Leo Chow taught and influenced the lives of thousands of students with a strong dedication to his students; and

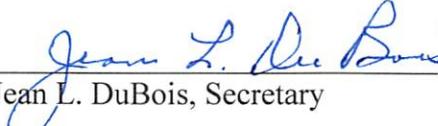
NOW, THEREFORE, BE IT RESOLVED that in recognition of his 43 years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Leo Chow be awarded the rank of Professor Emeritus, including all the rights and privileges thereof;

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Leo Chow as a token of the Board's recognition and appreciation for his services.

ADOPTED at the meeting of the Board of Trustees of Rowan College of South Jersey held on April 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY TO AWARD RANK OF PROFESSOR EMERITA

Dr. Marion Destralo-Caporusso

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Dr. Marion Destralo-Caporusso be awarded the rank of Professor Emerita. Dr. Marion Destralo-Caporusso came to Gloucester County College in 1994 (RCSJ); and has had a distinguished 26 years of dedicated service to the college, students, peer groups and the college community as a whole; and

WHEREAS, Dr. Marion Destralo-Caporusso began her career at Gloucester County College (RCSJ) as a Nursing faculty member. She has served on several college committees, been active in many college events as well as community service activities related to the Student Nurses Organization; and

WHEREAS, Dr. Marion Destralo-Caporusso taught and influenced the lives of thousands of students with a strong dedication to her students; and

NOW, THEREFORE, BE IT RESOLVED that in recognition of her 26 years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Dr. Marion Destralo-Caporusso be awarded the rank of Professor Emerita, including all the rights and privileges thereof; and

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Dr. Marion Destralo-Caporusso as a token of the Board's recognition and appreciation for her services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on April 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN COLLEGE OF SOUTH JERSEY TO AWARD RANK OF PROFESSOR EMERITUS

Michael Keith

WHEREAS, the Rowan College of South Jersey Board of Trustees honors outstanding professors by bestowing upon them the rank of Professor Emeriti; and

WHEREAS, the President has recommended that Michael Keith be awarded the rank of Professor Emeritus. Michael Keith came to Gloucester County College in 1991 (RCSJ); and has had a distinguished 29 years of dedicated service to the college, students, peer groups and the college community as a whole; and

WHEREAS, Michael Keith began his career at Gloucester County College (RCSJ) as the Program Director for the Diagnostic Medical Sonography program and has contributed to the success of the program being recognized as one of the top in the region. He has served on several college committees and has been involved in many college events while implementing an active role in the recruitment of DMS students; and

WHEREAS, Michael Keith taught and influenced the lives of thousands of students with a strong dedication to his students; and

NOW, THEREFORE, BE IT RESOLVED that in recognition of his 29 years of exemplary service, dedication and loyalty to Rowan College of South Jersey, Michael Keith be awarded the rank of Professor Emeritus, including all the rights and privileges thereof; and

BE IT FURTHER RESOLVED that a copy of this resolution be made a part of the official minutes of the Board of Trustees and that a copy be forwarded to Michael Keith as a token of the Board's recognition and appreciation for his services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on April 14, 2020.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE APPLICATION FOR AMENDMENT TO THE PERKINS CAREER AND TECHNICAL EDUCATION GRANT BUDGET REQUEST TO THE NEW JERSEY DEPARTMENT OF EDUCATION FOR THE CUMBERLAND CAMPUS

WHEREAS, the New Jersey Department of Education requires Board of Trustees approval for Rowan College of South Jersey, Cumberland (RCSJ, Cumberland) to submit a budget amendment request for Perkins Career and Technical Education Grant; and

WHEREAS, the New Jersey Department of Education will, upon approval, disburse these funds to RCSJ, Cumberland which will accept and expend these funds starting immediately for use during the current fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes RCSJ, Cumberland to apply for the budget amendment request in the amount of \$333,635, to the New Jersey Department of Education and, upon approval, accept the award for its FY 2019-20 Perkins Career and Technical Education Grant.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, April 14, 2020.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





**Board of Trustees
Policy Synopsis**

P (REVISE) 7111 WORKERS' COMPENSATION

Background for policy revision:

This revised policy removed procedural wording which was already addressed in Administrative Procedure 7111 Workers' Compensation. No other content has been revised and this policy continues to adhere to New Jersey Statute and federal law.



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

REVISED

4
5 Policy: 7111
6 Title: **WORKERS' COMPENSATION**
7 Area: Human Resources
8 Approved: TBD
9

10
11 The College provides Workers' Compensation insurance to all employees for work-related
12 illnesses and injuries. Employees who are injured or become ill arising out of or in the course of
13 their employment, must follow the steps detailed in the administrative procedure (see
14 Administrative Procedure *7111 Workers' Compensation*).

15
16 It is essential that immediate notification be made to the employee's supervisor and the
17 Executive Director, Human Resources (HR). Campus Security should also be notified if the
18 employee/patient requires first aid or must be transported via ambulance.

19
20 It is imperative that ~~the Exhibit Z—Report of Job Accident form is completed and submitted as~~
21 ~~soon as is practical.~~ appropriate forms are completed and submitted as delineated in
22 Administrative Procedure, 7111 Workers' Compensation. This includes incidents where
23 treatment or evaluation do not appear to be necessary at the time (slips, trips, falls, struck by a
24 moving object, etc.), but the injury does not resolve over the next several days and warrants
25 medical evaluation. ~~The Supervisor Incident Investigation Report must be completed and~~
26 ~~submitted within three (3) business days.~~

27
28 HR will inform the employee of his/her responsibilities, benefits, and/or reasonable
29 accommodation.
30

31
32
33
34
35 References:

36
37 Rowan College of South Jersey Administrative Procedure, *7111 Workers' Compensation*

38
39 NJ Workers' Compensation Law, Title 34, Chapter 15, Articles 1-10, Inclusive (R.S. 34: 15-1 to
40 R.S. 34: 15-142) as amended and supplemented