



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

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**REGULAR SESSION MINUTES**  
**October 12, 2021**

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:03 p.m., held via internet conferencing technology.

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 December 2, 2020, to *The South Jersey Times*, and *The Daily Journal*, the Gloucester and Cumberland County Commissioner Directors, Education Liaisons, Administrators, and both campus college communities.”

Meg Resue led the Pledge of Allegiance.

Roll call followed by Meg Resue:

**Members Present:**

Ms. Ave’ Altersitz  
Mr. Gene Concordia  
Mr. Len Daws  
Rev. Dr. James Dunkins (Lv.7pm)  
Mr. Benjamin Griffith  
Ms. Ruby Love  
Mr. Ken Mecouch  
Ms. Leslie White-Coursey  
Mr. Douglas Wills, Esq.  
Dr. Frederick Keating, President, Ex-Officio

**Members Absent:**

Ms. Jean DuBois  
Ms. Yolanda Garcia Balicki, Esq.

**Advisors Present:**

Mr. Dave Rapuano, Esq.

Chair Gene Concordia welcomed Cumberland County Commissioner Darlene Barber and Gloucester County Commissioner Lyman Barnes and everyone present for the meeting.

**PRESIDENT’S REPORT**

Dr. Keating provided a presentation relating to the conversations revolving around a single subject, the concept of a Career and Technical Education Campus potentially located in a prominent location in Cumberland County. Dr. Keating explained the context of conversations to the Board and used four slides projected on a shared screen to provide a visual snapshot of the conceptual RCSJ Career and Technical Education Campus (attached). Dr. Keating indicated the purpose of this presentation was to get the concept in front of the Board to provide an overview, the ins and outs of the money and the role the college would play and to ask for acknowledgment and the green light to continue the conversations with the Commissioners and the Improvement Authority of Cumberland County.

Areas noted in the slides that Dr. Keating discussed were:

- The Concept
- Partnerships
- Labor Demand: Health Services, Transportation, Logistics & Distribution, Advanced Manufacturing, Infrastructure & Energy, Innovation & Technology
- Enrollment
- Campus Location Options
- Funding Options

At the conclusion of the presentation questions were asked and answered. It was made clear no action was needed this evening as there was no money involved or agreements to be approved, just the acknowledgment of the Board's approval to continue conversations with the Cumberland parties. The consensus of the Board was to continue the conversation and to keep exploring and vetting the situation carefully for more information for further discussion.

### **ACCEPTANCE OF MINUTES**

The September 14, 2021 Regular Session Meeting minutes were approved as published.

### **FINANCE**

**Mr. Nick Burzichelli**, VP & COO presented and explained the informational financial statements and indicated state funding has been increased for academic year 2021-2022, but the college will not receive the first allocation until November. Financial Services continues to monitor discretionary and non-discretionary spending to curtail expenses. Mr. Burzichelli noted the 2021 academic year has not been closed yet but anticipates it will be by November with the potential to roll some funds over.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the months ending August 31, 2021. (attached)

### **PLANNING/FACILITIES**

**Mr. Nick Burzichelli**, VP & COO reviewed the RCSJ crime statistics and noted there were a few minor incidents on both campuses. He went on to review the resolutions, noting that three were purchases utilizing Perkins funding for those Trustees who wished to abstain from approving those particular resolutions.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for September 2021 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, and passed, approving the following items 1 through 5 (resolutions attached):

1. Approve an agreement with Anthology
2. Approve an agreement with Applied Video Technology – Cumberland Campus
3. Membership Renewal in the Gloucester County Insurance Fund Commission
4. Purchase certain good & services under PEPPM Cooperative Contracts
5. Approve an agreement with Tozour-Trane UVGI Lighting – Fine Arts Building & College Center Building rooftop units - Gloucester

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, and passed, approving the following items 1 through 3 with Trustees Altersitz and White-Coursey abstaining (resolutions attached):

1. Purchase under the E&I Cooperative Services Contract, Grainger 20 Fluke Multimeters
2. Purchase under the Sourcewell Contract, Mohawk Lifts-Alignment Machine
3. Approve a purchase agreement with Pocket Nurse, Hospira Plum 360 Infusion Units

### **PERSONNEL**

**Mr. Nick Burzichelli**, VP & COO presented the personnel actions for action and asked if there were any questions – none were received.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Griffith, unanimously approving the Personnel Actions as presented: (documents attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

### **ACADEMIC SERVICES**

**Dr. Brenden Rickards**, Vice President, Academic Services informed the Board that planning was under way to provide more face-to-face class offering for the spring semester and is prepared to add more as needed depending on enrollment and with the flexibility of other class format offerings as well. Dr. Rickards informed the Board that the college's two Nursing accrediting bodies just finished up meetings with Dr. Hall and other administration leadership to review the merging of the two campuses' curriculum. The visit went well without any findings and the college anticipates a clean report as the outcome. Dr. Rickards then reviewed the academic items for Board action below.

On the recommendation of the President, Trustee Mecouch made a motion, seconded by Trustee Wills, approving, the following items 1 through 4 for the listed items: (resolutions attached)

1. Offer an Associate in Applied Science degree: Nursing
2. Accept & Sign Contract between RCSJ- Cumberland and Atlantic County
3. Apply, upon award, accept funding: Cumberland County Cultural & Heritage Commission, N.J. Council on the Arts – Cumberland Campus
4. Apply and accept funding: OSHE Student Success Incentive Funding grant, N.J. Community College Opportunity Grant (CCOG) Initiative

### **POLICY**

**Sandy Evans**, Director, President's Office, reviewed the policies for Board action and asked if there were any questions - none were received.

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Daws, approving the following policies: (copies attached)

1. Reaffirm Policies:
  - 8303 Student Publications
  - 8305 Fraternities and Sororities
  - 8501 Library Bill of Rights
  - 8505 Collection Development
2. Revised Policies:
  - 7503 Safe Post-Emergency Restart
  - 8503 Library Services

### **STUDENT SERVICES**

**Ms. Judy Atkinson, VP**, Student Services, reminded everyone that RCSJ would be hosting an in-person Fall Open House on the Gloucester Campus on October 14<sup>th</sup> from 6 to 8 p.m. The program would be inside spread out over many campus buildings to showcase the facilities, what the college has to offer in terms of programs and the many resources available to students. At the time there were 250 people registered. There is also an Open House being planned on the Cumberland campus in November.

### **BRANCH CAMPUS**

**Dr. Jim Piccone, VP/CAO**, Branch Campus, updated the Board on a couple of grants. Dr. Piccone noted the college received a no-cost extension through June 2022 for HSI-STEM grant which will enable the college to strengthen and expand student STEM career pathways. As Dr. Keating mentioned Dr. Piccone reiterated the college won a 1 million dollars from NJEDA and OSHE, which will help in the development of a GWO certified Wind Turbine Technician program, and it is anticipated the program will be operational by January 2023. Dr. Piccone reminded everyone to come out to the Ribbon Cutting at the MILL on the Cumberland campus on Friday, October 15<sup>th</sup> at 2 p.m. There will be tours and demonstrations.

### **INNOVATION & TECHNOLOGY**

**Josh Piddington, VP & CIO**, Innovation & Technology, reported that the implementation of Anthology, our modern ERP system, is going smoothly as well as currently under budget and ahead of schedule. Not only will this system streamline and combine the academic data from the two currently different systems, but it will also be able to gather the data from the two currently running but different non-credit systems into one cohesive system across two campuses that will treat credit and non-credit students exactly the same. This modern ERP will empower our students with singular access to the Gloucester campus, the Cumberland campus, and the online campus with additional growth capability.

### **PUBLIC PORTION**

Chair Concordia asked for Public comment.

Chair Gene Concordia thanked Cumberland County Commissioner Barber and Gloucester County Commissioner for taking the time to attend the meeting.

There were no further public comments for the evening.

### **ADJOURNMENT**

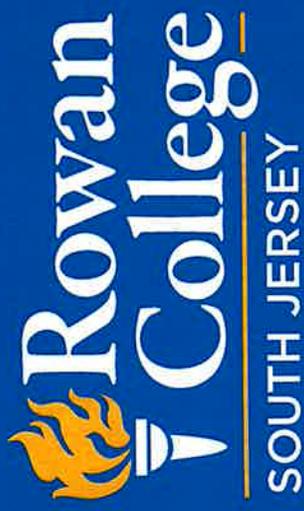
At 7:17 p.m., Trustee Wills made a motion, seconded by Trustee Daws. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,



Benjamin Griffith, Secretary

Minutes take by: Meg Resue



**CAREER AND  
TECHNICAL  
EDUCATION  
CAMPUS**

*Serving the  
South Jersey Region*

**RCSJ.edu** | Cumberland Campus  
3322 College Drive, Vineland, NJ 08360



## Concept

- Stackable Credentials – Industry Valued
- National Accreditations
- Middle States Commission on Higher Education
- Work & Learn Model – Prior Learning Assessment

## Partnerships

- John F. Scarpa Technical Education Center of Cumberland County (CCTEC)
- Cumberland County High Schools
- RCSJ Evening /Adult Technical Education Program (CCTEC)
- Rowan University

- The Advanced Materials and Manufacturing Institute (AMMI) at Rowan University
- Cumberland County Workforce Development Board
- Inspira Health Network
- Cumberland County Chambers of Commerce
- Southern New Jersey Trades Association
- New Jersey Department of Labor and Workforce Development
  - New Jersey Division of Vocational Rehabilitation Services (DVRS)
- Community and Faith-based Organizations



## Labor Demand

The Career and Technical Education (CTE) Campus will focus on five industries and programs will focus on eleven industry sectors as follows:

### Health Services

- Direct Patient Care
- Healthcare Technology and Administration

### Transportation, Logistics & Distribution

- Automotive
- Supply Chain and Logistics

### Advanced Manufacturing

- Manufacturing Production and Engineering

### Infrastructure & Energy

- Construction
- Renewable Energy

### Innovation & Technology

- Cybersecurity
- Data Science
- Programming & Software Development
- Research & Development



## Enrollment

- Cumberland County Post-secondary Students – Adult Population
- Non-traditional Environment
- Seeking Employment, Modification of Employment or Unemployed
- Workforce Development Referrals
- CCTEC Graduate Referrals
- Regional High School Post-graduate Referrals

## Center Location Options

- Retrofit an existing structure (building/land)
  - Suitable Square Foot Facility

## Funding Options

- State of New Jersey
- County Government
- College Chapter 12 Funds
- Community Grants
- College Operating Budget
- Private Donor(s)
- Industry Donations



ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING AUGUST 31, 2021

	8/31/2021		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 20,940,255	\$ 9,075,339	\$ (11,864,916)
Police Academy - Tuition	60,000	5,000	(55,000)
Fire Academy - Tuition		5,600	5,600
Continuing Education	1,337,500	291,745	(1,045,755)
Fees	13,182,705	5,599,670	(7,583,035)
Out of County	140,000	874	(139,126)
Government Appropriations			
State	8,883,929	1,542,466	(7,341,463)
Police Academy - State Funding	198,523	33,087	(165,436)
Fire Academy - State Funding	9,430	1,572	(7,858)
Continuing Ed - State Funding	107,168	17,861	(89,307)
County	15,460,000	5,306,079	(10,153,921)
Police Academy - County Funding	50,000	8,333	(41,667)
Fire Academy - County Funding	50,000	8,333	(41,667)
ACT Center - County Funding	100,000	16,667	(83,333)
Federal			-
Other Revenues	423,500	3,820	(419,680)
Auxiliary Enterprises	1,048,800	507,062	(541,738)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	500,000		(500,000)
County Debt Forgiveness	243,000		(243,000)
Reserve for Capital Projects	920,930		(920,930)
Federal (GEERF)	15,000		
<b>Total Revenues</b>	<b>\$ 63,970,740</b>	<b>\$ 22,423,508</b>	<b>\$ (41,532,232)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 23,702,883	\$ 1,986,420	\$ 21,716,463
Personnel - FT	10,207,218	446,893	9,760,325
Personnel - FT OT, OL, Misc	2,973,549	584,308	2,389,241
Benefits	5,490,902	613,246	4,877,656
Personnel - PT	4,674,108	267,579	4,406,529
Expenses	357,106	74,394	282,712
Continuing Education - Total	\$ 2,212,879	\$ 366,659	\$ 1,846,220
Personnel - FT	785,893	128,400	657,493
Personnel - FT OT, OL, Misc	225	324	(99)

Benefits	423,109	127,297	295,812
Personnel - PT	517,775	54,130	463,645
Expenses	485,877	56,508	429,369
Police Academy - Total	\$ 386,631	\$ 5,475	\$ 381,156
Personnel - FT	193,838		193,838
Personnel - FT OT, OL, Misc	-		-
Benefits	103,766		103,766
Personnel - PT	65,202	3,127	62,075
Expenses	23,825	2,348	21,477
Fire Academy - Total	\$ 200,371	\$ 36,270	\$ 164,101
Personnel - FT	59,361	8,492	50,869
Personnel - FT OT, OL, Misc	6,049		6,049
Benefits	31,777	9,865	21,912
Personnel - PT	73,609	4,631	68,978
Expenses	29,575	13,282	16,293
Academic Support - Total	\$ 4,472,723	\$ 585,078	\$ 3,887,645
Personnel - FT	2,160,517	303,799	1,856,718
Personnel - FT OT, OL, Misc	91,704	2,143	89,561
Benefits	1,213,506	153,050	1,060,456
Personnel - PT	695,884	59,484	636,400
Expenses	311,112	66,602	244,510
Student Services - Total	\$ 11,437,879	\$ 1,580,351	\$ 9,857,528
Personnel - FT	6,303,922	955,245	5,348,677
Personnel - FT OT, OL, Misc	85,647	2,820	82,827
Benefits	3,306,215	421,748	2,884,467
Personnel - PT	1,009,645	81,774	927,871
Expenses	732,450	118,764	613,686
Institutional Support - Total	\$ 12,375,114	\$ 1,881,915	\$ 10,493,199
Personnel - FT	4,813,561	842,047	3,971,514
Personnel - FT OT, OL, Misc	24,500	720	23,780
Benefits	2,572,250	344,692	2,227,558
Personnel - PT	172,846	17,161	155,685
Expenses	4,791,957	677,295	4,114,662
Operating & Maintenance - Total	\$ 8,509,200	\$ 1,215,397	\$ 7,293,803
Personnel - FT	1,854,751	258,287	1,596,464
Personnel - FT OT, OL, Misc	125,839	4,372	121,467
Benefits	1,032,656	111,494	921,162
Personnel - PT	59,063	9,047	50,016
Expenses	5,436,891	832,197	4,604,694
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 363,362	60,344	\$ 303,018
Debt Service	\$ 206,145		\$ 206,145
Auxiliary Enterprises	\$ 103,553	1,842	\$ 101,711
<b>Total Operating Expenditures</b>	<b>\$ 63,970,740</b>	<b>\$ 7,719,751</b>	<b>\$ 56,044,844</b>

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING AUGUST 31, 2021  
Gloucester Campus

	8/31/2021		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 15,379,033	\$ 6,393,579	\$ (8,985,454)
Police Academy - Tuition	60,000	5,000	(55,000)
Fire Academy - Tuition		5,600	5,600
Continuing Education	750,000	200,419	(549,581)
Fees	9,471,215	3,959,969	(5,511,246)
Out of County	40,000	874	(39,126)
Government Appropriations			
State	5,624,326	996,016	(4,628,310)
Police Academy - State Funding	198,523	33,087	(165,436)
Fire Academy - State Funding	9,430	1,572	(7,858)
Continuing Ed - State Funding	107,168	17,861	(89,307)
County	8,400,000	1,741,667	(6,658,333)
Police Academy - County Funding	50,000	8,333	(41,667)
Fire Academy - County Funding	50,000	8,333	(41,667)
ACT Center - County Funding	100,000	16,667	(83,333)
Federal			-
Other Revenues	130,000	3,018	(126,982)
Auxiliary Enterprises	590,800	488,853	(101,947)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	500,000		(500,000)
County Debt Forgiveness	243,000		(243,000)
<b>Total Revenues</b>	<b>\$ 42,003,495</b>	<b>\$ 13,880,848</b>	<b>\$ (28,122,647)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 16,187,964	\$ 1,344,793	\$ 14,843,171
Personnel - FT	7,292,000	337,890	6,954,110
Personnel - FT OT, OL, Misc	2,019,549	439,002	1,580,547
Benefits	3,903,588	392,549	3,511,039
Personnel - PT	2,776,671	140,341	2,636,330
Expenses	196,156	35,011	161,145
Continuing Education - Total	\$ 1,547,245	\$ 251,413	\$ 1,295,832
Personnel - FT	523,922	94,815	429,107

Personnel - FT OT, OL, Misc	225	324	(99)
Benefits	280,468	110,153	170,315
Personnel - PT	299,353	28,707	270,646
Expenses	443,277	17,414	425,863
Police Academy - Total	\$ 386,631	\$ 5,475	\$ 381,156
Personnel - FT	193,838		193,838
Personnel - FT OT, OL, Misc	-		-
Benefits	103,766		103,766
Personnel - PT	65,202	3,127	62,075
Expenses	23,825	2,348	21,477
Fire Academy - Total	\$ 200,371	\$ 36,270	\$ 164,101
Personnel - FT	59,361	8,492	50,869
Personnel - FT OT, OL, Misc	6,049		6,049
Benefits	31,777	9,865	21,912
Personnel - PT	73,609	4,631	68,978
Expenses	29,575	13,282	16,293
Academic Support - Total	\$ 2,973,209	\$ 389,139	\$ 2,584,070
Personnel - FT	1,440,271	207,480	1,232,791
Personnel - FT OT, OL, Misc	79,104	1,448	77,656
Benefits	821,338	98,713	722,625
Personnel - PT	427,934	28,139	399,795
Expenses	204,562	53,359	151,203
Student Services - Total	\$ 7,624,304	\$ 1,010,141	\$ 6,614,163
Personnel - FT	4,329,570	646,700	3,682,870
Personnel - FT OT, OL, Misc	79,147	2,820	76,327
Benefits	2,231,196	267,364	1,963,832
Personnel - PT	514,553	24,257	490,296
Expenses	469,838	69,000	400,838
Institutional Support - Total	\$ 7,162,794	\$ 944,946	\$ 6,217,848
Personnel - FT	3,016,413	510,367	2,506,046
Personnel - FT OT, OL, Misc	4,000	720	3,280
Benefits	1,593,717	196,856	1,396,861
Personnel - PT	97,582	13,528	84,054
Expenses	2,451,082	223,475	2,227,607
Operating & Maintenance - Total	\$ 5,475,912	\$ 714,515	\$ 4,761,397
Personnel - FT	1,784,365	246,292	1,538,073
Personnel - FT OT, OL, Misc	125,839	4,372	121,467
Benefits	994,331	107,636	886,695
Personnel - PT	59,063	9,047	50,016
Expenses	2,512,314	347,168	2,165,146
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 363,362	60,344	\$ 303,018
Auxiliary Enterprises	\$ 81,703	698	\$ 81,005
<b>Total Operating Expenditures</b>	<b>\$ 42,003,495</b>	<b>\$ 4,757,734</b>	<b>\$ 37,245,761</b>

ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING August 31, 2021

	8/31/2021		
	Budget Amount	Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 5,561,222	\$ 2,681,760	\$ (2,879,462)
Continuing Education	587,500	91,326	(496,174)
Fees	3,711,490	1,639,701	(2,071,789)
Out of County (Charge back)	100,000	-	(100,000)
	-		-
Government Appropriations			
State	3,259,603	546,450	(2,713,153)
County	7,060,000	3,564,412	(3,495,588)
Other Revenues	293,500	802	(292,698)
Auxiliary Enterprises	458,000	18,209	(439,791)
Reserve Capital Proj	920,930		(920,930)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance			
Federal (CARES Act)	15,000		(15,000)
<b>Total Revenues</b>	<b>\$ 21,967,245</b>	<b>\$ 8,542,660</b>	<b>\$ (13,424,585)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 7,514,919	\$ 641,627	\$ 6,873,292
Personnel - FT	2,915,218	109,003	2,806,215
Personnel - FT OT, OL, Misc	954,000	145,306	808,694
Benefits	1,587,314	220,697	1,366,617
Personnel - PT	1,897,437	127,238	1,770,199
Expenses	160,950	39,383	121,567
Continuing Education - Total	\$ 665,634	\$ 115,246	\$ 550,388
Personnel - FT	261,971	33,585	228,386
Personnel - FT OT, OL, Misc		-	-
Benefits	142,641	17,144	125,497
Personnel - PT	218,422	25,423	192,999
Expenses	42,600	39,094	3,506
Academic Support - Total	\$ 1,499,514	\$ 195,939	\$ 1,303,575
Personnel - FT	720,246	96,319	623,927
Personnel - FT OT, OL, Misc	12,600	695	11,905
Benefits	392,168	54,337	337,831
Personnel - PT	267,950	31,345	236,605
Expenses	106,550	13,243	93,307

Student Services - Total	\$ 3,813,575	\$ 570,210	\$ 3,243,365
Personnel - FT	1,974,352	308,545	1,665,807
Personnel - FT OT, OL, Misc	6,500	-	6,500
Benefits	1,075,019	154,384	920,635
Personnel - PT	495,092	57,517	437,575
Expenses	262,612	49,764	212,848
Institutional Support - Total	\$ 5,212,320	936,969	\$ 4,275,351
Personnel - FT	1,797,148	331,680	1,465,468
Personnel - FT OT, OL, Misc	20,500	-	20,500
Benefits	978,533	147,836	830,697
Personnel - PT	75,264	3,633	71,631
Expenses	2,340,875	453,820	1,887,055
Operating & Maintenance - Total	\$ 3,033,288	\$ 500,882	\$ 2,532,406
Personnel - FT	70,386	11,995	58,391
Personnel - FT OT, OL, Misc		-	-
Benefits	38,325	3,858	34,467
Personnel - PT	-	-	-
Expenses	2,924,577	485,029	2,439,548
Debt Service	\$ 206,145	-	\$ 206,145
Retiree Benefits			\$ -
Minor Capital	\$ -	-	\$ -
Auxiliary Enterprises	\$ 21,850	1,144	\$ 20,706
<b>Total Operating Expenditures</b>	<b>\$ 21,967,245</b>	<b>\$ 2,962,017</b>	<b>\$ 19,005,228</b>

# SAFETY AND SECURITY DEPARTMENT



## REPORT

**TO:** Meg Resue, Special Assistant to the President  
**FROM:** Paul Babcock, Director of Campus Safety and Security  
**DATE:** October 1, 2021  
**SUBJECT:** CRIME STATISTICS for the month of September 2021

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

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



**RESOLUTION TO APPROVE AN AGREEMENT WITH  
ANTHOLOGY FOR THE PURCHASE OF COURSE EVALUATION  
SOFTWARE WITH IDEA INTERFACE**

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

**WHEREAS**, Pursuant to the provisions of NJSA 18A:64A-25.5 (19), the Board of Trustees may by resolution purchase goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware; and

**WHEREAS**, the college administration has determined that Anthology (formerly Campus Labs) is the sole source provider of necessary Course Evaluation Software with IDEA interface; and

**WHEREAS**, Anthology has submitted proposal in the amount of \$112,068 for a three-year period of September 1, 2021 through August 31, 2024; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with Anthology in the amount of \$112,068 for the purchase of Course Evaluation Software with IDEA interface.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chair

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN APPLIED VIDEO TECHNOLOGY AND ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Applied Video Technology, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the vendor selected has a Contract with PEPPM Cooperative Contracts, which Rowan College of South Jersey is a member utilizing contract numbers 528897-062, 530582-006, and 528897-292; and

**WHEREAS**, Applied Video Technology has submitted a quote based on contract pricing to provide Luciano Conference Center Audio / Visual System upgrades with a three-year warranty option in the amount of \$164,390; and

**WHEREAS**, financial obligation will be from CARES funding; and

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

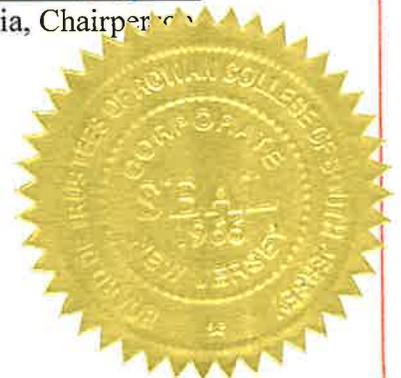
**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Applied Video Technology in the amount of \$164,390 to provide Audio / Visual upgrades to the Luciano Conference Center on the Cumberland Campus.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chairperson

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE RENEWAL OF ITS MEMBERSHIP IN THE GLOUCESTER COUNTY INSURANCE FUND COMMISSION**

**WHEREAS**, on October 7, 2009, the Board of County Commissioners of the County of Gloucester (the "County") established a County Insurance Fund Commission for the purposes provided by law; and

**WHEREAS**, the existence of the Gloucester County Insurance Fund Commission is intended to provide Gloucester County's various boards, agencies, authorities and commissions with the opportunity to combine resources to manage their liability and casualty risks and employee health insurance, as may be authorized; and

**WHEREAS**, pursuant to N.J.S.A. 40A:10:8 et seq. the County of Gloucester appointed three County officials to serve as Commissioners of the County Insurance Fund Commission; and

**WHEREAS**, pursuant to the rules and regulations adopted by the Gloucester County Insurance Fund Commission, the commissioners shall be officials of the County of Gloucester and are authorized to perform all the duties as set forth in N.J.S.A 40A:10-10 and all applicable rules and regulations; and

**WHEREAS**, the various County boards, agencies, authorities and commissions shall have representation on the safety committee and the advisory committee established by the Gloucester County Insurance Fund Commission; and

**WHEREAS**, Rowan College of South Jersey (hereinafter "Governing Body") has determined it is in the best interest of the residents of Gloucester County for the Governing Body to renew its membership in the Gloucester County Insurance Fund Commission; and

**WHEREAS**, membership in the Gloucester County Insurance Fund Commission shall be for a period not to exceed three (3) years; and

**NOW, THEREFORE, BE IT RESOLVED** by Rowan College of South Jersey as follows:

Section 1. The Governing Body hereby accepts the finding that participation in the Gloucester County Insurance Fund Commission will continue to result in cost savings and administrative efficiencies in the management of its liability and casualty risks, and as may be authorized, its employee health insurance to the benefit of the residents of Gloucester County.

Section 2. The Governing Body agrees to renew its membership in the Gloucester County Insurance Fund Commission.

Section 3. The Clerk/Secretary is hereby authorized and directed to publish and/or file any notices that may be required by applicable law.

Section 4. The Executive Director or his designee is hereby authorized to execute any agreement, including an indemnity and trust agreement, or other documents required by the Gloucester County Insurance Fund Commission to effect the purposes of this resolution.

Section 5. This resolution shall take effect immediately upon the adoption and publication as required by law.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chair

Attested:   
Benjamin T. Griffith, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN GRAINGER AND  
ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2  
AND LFN 2012-10**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Grainger, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the vendor selected has a Contract with E&I Cooperative Services, which Rowan College of South Jersey is a member utilizing contract # CNR01496; and

**WHEREAS**, Grainger has submitted a quote based on contract pricing to provide 20 Fluke Digital Bench Multimeters in the amount of \$19,400; and

**WHEREAS**, the financial obligation will be paid from Perkins grant funding; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase of 20 Fluke Multimeters from Grainger under the E&I Cooperative Services Contract number CNR01496 in the amount of \$19,400.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chairperson

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MOHAWK LIFTS AND ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Mohawk Lifts, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the vendor selected has a Contract with Sourcewell, which Rowan College of South Jersey is a member utilizing contract # 013020-MRL; and

**WHEREAS**, Mohawk Lifts has submitted a quote based on contract pricing to provide an alignment machine with accessories, installation, and training in the amount of \$31,573.54; and

**WHEREAS**, the financial obligation will be paid from Perkins grant funding; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase of an alignment machine with accessories, installation and training from Mohawk Lifts under the Sourcewell Contract number 013020-MRL in the amount of \$31,573.54.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chairperson

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN PEPPM  
COOPERATIVE PURCHASING AND ROWAN COLLAGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, all services and products included in the PEPPM Cooperative Purchasing catalog would be eligible and available for Rowan College of South Jersey to participate; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under PEPPM Cooperative Purchasing contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held October 12, 2021.

  
Gene J. Concordia, Chairperson

Attested:   
Benjamin T. Griffith, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PURCHASE HOSPIRA PLUM 360 INFUSION UNITS FROM POCKET NURSE**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may by resolution and without advertising for bids, purchase any materials, supplies, goods, services, or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, the vendor selected has a Contract with OMNIA Partners, which Rowan College of South Jersey is a member utilizing contract #R190201; and

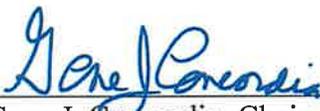
**WHEREAS**, Pocket Nurse has submitted a quote based on contract pricing to provide 13 Hospira Plum 360 Infusion units to the Rowan College of South Jersey in the amount of \$39,575.37; and

**WHEREAS**, the financial obligation will be paid from Perkins grant funding; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Pocket Nurse in the amount of \$39,575.37 to purchase 13 Hospira Plum 360 Infusion units.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chair

Attested:   
Benjamin T. Griffith, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TOZOUR-TRANE AND ROWAN COLLAGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Tozour-Trane, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the vendor selected has a Contract with OMNIA Partners, which Rowan College of South Jersey is a member utilizing contract # 15-JLP-023; and

**WHEREAS**, Tozour-Trane has submitted quotes based on contract pricing to provide UVGI lighting for 2 Fine Arts rooftop units and 12 College Center rooftop units in the amount of \$99,300; and

**WHEREAS**, financial obligation will be from CARES funding; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes entering into an agreement with Tozour-Trane in the amount of \$99,300 to provide UVGI lighting to 2 Fine Arts building and 12 College Center building rooftop units.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chairperson

Attested:

  
Benjamin T. Griffith, Secretary



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

**(3) Three Full-Time New Hires:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Instructional Designer	Erika Strube	New Position	Internal Hire	\$41,000.00 per year (grant funded)	10/11/2021
Maintenance/Fireman	Michael Weaver	New Position	External Hire	\$18.91 per hour	10/4/2021
Program Director, Veterinary Technician	TBD	New Position	External Hire	\$70,000.00 per year	TBD

**(5) Five Employee Transitions:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Dean, Outreach and Educational Partnership	Michael Plagianakos	Title Change	Internal Hire	\$104,842.14 per year (no salary change)	11/1/2021
Student Life Specialist	Amanda Gahm	Resignation	Internal Hire	\$18.96 per hour	9/20/2021
Administrator, Financial Aid	Nina Crowder	Resignation	Internal Hire	\$40,900.00 per year (no salary change)	10/4/2021
*Coordinator, Military Services	Laura Easter	New Position	Internal Hire	\$16.01 per hour	9/20/2021
Team Coordinator V, Military Services	Terri Gertmano	Title Correction	Internal Hire	\$21.24 per hour (no salary change)	9/4/2021

**\*Shared Services Agreement - Cumberland Campus - 10% Chargeback**

**(4) Four Part-Time Hires:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Groundskeeper	Carman Del Palazzo	New Position	External Hire	\$12.00 per hour	9/27/2021
Part-Time ACT Program Instructor	Matthew Corsi	New Position	External Hire	\$25.00 per hour	10/11/2021
Assistant Women's Golf Coach	Linda Maher	New Position	Internal Hire	\$1,500.00 per year	9/27/2021
Assistant Women's Tennis Coach	Tiffanie Williams	Replacement	Internal Hire	\$3,716.00 per year	9/20/2021

**(2) Two Resignations:**

Title	Name	Rationale	Salary	Effective Date
Instructor I, Nursing & Health Professions	Carolyn Hagel	Resignation	\$63,906.25 per year	10/1/2021
Groundskeeper, Athletics	Richard Robinson	Resignation	\$14.72 per hour	9/27/2021

**(1) One Retirement:**

Title	Name	Rationale	Salary	Effective Date
Custodian	Joseph Arcaimi	Retirement	\$20.07 per hour	10/1/2021

**(1) Market Adjustment:**

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Director, Advisement & Retention	Shawn Rutter	Market Adjustment	Internal Hire	\$65,272.96 per year	10/9/2021

**(14) Fourteen Adjunct 2021-2022 New Hires:**

Name	Division
Courtney Gaughan	Nursing & Health Professions
Michele Dannenhauer	Nursing & Health Professions
Stacey Mairmonte	Nursing & Health Professions
Julia Muller-Peterman	Nursing & Health Professions
Vincent Pichini	Nursing & Health Professions
Melony Kessel	Nursing & Health Professions
Theresa Santana	Nursing & Health Professions
Sarah Smith	Nursing & Health Professions
Qaira Stead- Cora	Nursing & Health Professions

DATE: 10/12/2021

RCSJ - GLOUCESTER - PERSONNEL ACTIONS

Tiffany Duca	Nursing & Health Professions
Deborah Bontcue	Nursing & Health Professions
Annalisa Vivona	Communications & Creative and Performing Arts
Katherine Christy	Communications & Creative and Performing Arts
Josiah McCarson	STEM

(1) One President's Recommendation:

1. 2021-2022 Special Services Contract - Revision
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**ROWAN COLLEGE of SOUTH JERSEY - GLOUCESTER**

**Schedule of Special Service Contracts**

***FISCAL YEAR: 2021 - 2022***

**STUDENT SERVICES**

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Designated International Student Liaison	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00

**PRESIDENT'S OFFICE**

Social Media Liaison	\$3,000.00
President Liaison - Wind Institute	\$2,500.00
President Liaison - Institute of Special Service	\$2,500.00
Liaison - Institutional Advancement	\$2,500.00
Medical Director	\$5,000.00
NJ State Special Olympics Liaison (Rowan University)	\$2,500.00

**OPERATIONS**

Liaison - CARES ACT Grant Fund	\$5,000.00
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**INFORMATION TECHNOLOGY**

Online Campus	\$5,000.00
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**INTERNSHIP AND CAREER PLANNING**

PT/Director/Intern/Scholarship	\$10,000.00
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**FINE ARTS**

Art Gallery Curator	\$2,500.00
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**CHORUS**

Community Chorus Director	\$4,900.00
Conductor of Community Chorus	\$1,300.00
Community Chorus Assistant	\$1,700.00
Community Chorus Accompanist	\$2,300.00
Music Society Club Coordinator	\$2,500.00

DATE: 10/12/2021

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

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

<b>(6) Six Employee Transitions:</b>					
Title	Name	Rationale	Employment Pool	Salary	Effective Date
Instructional Designer	Michael Niekoski	Transfer	Internal Hire	\$41,000.00 per year	10/1/2021
Director II, Student Counseling & Wellness Services	John Wojtowicz	Replacement	Internal Hire	\$60,926.00 per year	10/1/2021
Mental Health Counselor	Ruby Aparacio- Pagan	Reassignment	Internal Hire	\$60,172.00 per year	10/18/2021
Grants Specialist	Catherine Raymond	Part-Time to Full-Time	Internal Hire	\$38,972.00 per year	10/18/2021
Assistant Dean, Career & Technical Education	Michael Goonan	Title Change	Internal Hire	\$75,000.00 per year (no salary change)	10/1/2021
*Director I, Testing Services	Melissa Wright	Title Change	Internal Hire	\$66,750.32 per year	10/1/2021

**\* Shared Services Agreement- Gloucester Campus - 10% Chargeback**

<b>(7) Seven Part-Time New Hires:</b>					
Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Learning Assistant, Engineering Technology	William Seda	Resignation	External Hire	\$23.83 per hour	9/16/2021
Men's Head Golf Coach	Christopher Brosh	New Position	External Hire	\$4,500.00 per year	10/1/2021
Women's Head Golf Coach	Christopher Brosh	New Position	External Hire	\$4,500.00 per year	10/1/2021
Assistant Men's Baseball Coach- 2nd Assistant	Darren Fischer	Resignation	External Hire	\$2,550.00 per year	10/1/2021
Assistant Men's Baseball Coach- 1st Assistant	Marco Rios	Resignation	External Hire	\$2,550.00 per year	10/1/2021
Assistant Men's Basketball Coach- 1st Assistant	Allen Gaskins	Resignation	Internal Hire	\$2,000.00 per year	10/1/2021
Assistant Men's Basketball Coach- 2nd Assistant	Edward Holloway	Resignation	External Hire	\$1,000.00 per year	10/1/2021

<b>(2) Two Resignations:</b>					
Title	Name	Rationale	Salary	Effective Date	
Administrative Assistant, CASS	Crystal Durham	Resignation	\$40,645.00 per year	10/1/2021	
Technical Assistant III, Financial Aid	Melanie Martinez	Resignation	\$46,031.00 per year	10/5/2021	

<b>(2) Two Adjunct 2021-2022 New Hires:</b>		
Name	Division	
Terry Konn	Nursing & Health Professions	



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN APPLIED SCIENCE DEGREE IN NURSING**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Applied Science degree in Nursing on the Cumberland and Gloucester Campuses; and

**WHEREAS**, this program has been, and will continue to be offered efficiently on each campus; and

**WHEREAS**, this program has been an Associates in Science degree on the Gloucester campus and an Associates in Applied Science degree on the Cumberland campus; and

**WHEREAS**, this merged Associates in Applied Science program will provide two years of concentrated study in education for those who plan to become a Registered Nurse and begin their healthcare work career or transfer to a Bachelors in Nursing program; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 14<sup>th</sup> day of October 2021, the approval of the resolution for Academic Services to offer an Associate in Applied Science degree in Nursing on both the Cumberland and Gloucester campuses beginning December 1, 2021.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 14, 2021.

  
Gene J. Concordia, Chair

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE CONTRACT BETWEEN THE COUNTY OF ATLANTIC AND ROWAN COLLEGE OF SOUTH JERSEY-CUMBERLAND CAMPUS AS A PROVIDER OF OCCUPATIONAL/EDUCATIONAL TRAINING SERVICES TO INDIVIDUALS THROUGH WORKFORCE INNOVATION OPPORTUNITY ACT (WIOA) AND WORK FIRST NEW JERSEY (WFNJ) BEGINNING JULY 1, 2021 THROUGH JUNE 30, 2022.**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to accept and sign the contract between the County of Atlantic and Rowan College of South Jersey-Cumberland as a provider of Occupational & Educational services; and

**WHEREAS**, the period of the contract will begin July 1, 2021 through June 30, 2022; and

**WHEREAS**, this program is for the continuation to allow the County of Atlantic to refer appropriate candidates to Rowan College of South Jersey-Cumberland Campus for the provision of educational and/or occupational training services in classroom to individuals who cannot obtain employment without said training, these services shall be paid via the Workforce Innovation Opportunity Act (WIOA) and Work First New Jersey (WFNJ) "training" funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs the approval of the resolution to accept and sign the contract between the County of Atlantic and Rowan College of South Jersey-Cumberland Campus as a provider of occupational & educational services;

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chair

Attested:   
Benjamin Griffith, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON AWARD ACCEPT FUNDING FROM THE CUMBERLAND COUNTY CULTURAL AND HERITAGE COMMISSION'S N.J. COUNCIL ON THE ARTS REGRANTING PROGRAM FOR CLAY COLLEGE OF ROWAN COLLEGE OF SOUTH JERSEY-CUMBERLAND**

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply for and upon award, accept funding from the Cumberland County Cultural and Heritage Commission's (CCCHC) N.J. Council on the Arts Regranting Program for Clay College of Rowan College of South Jersey-Cumberland for the period of January 1, 2022, to December 31, 2022, in the amount of up to \$6,000; and

WHEREAS, this program is designed to provide funding for the Clay College of Rowan College of South Jersey-Cumberland to carry out special ceramic arts projects for high school students, instructors, and community members, including those with special needs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution granting permission to apply for and upon award, accept funding from the Cumberland County Cultural and Heritage Commission's (CCCHC) N.J. Council on the Arts Regranting Program for Clay College of Rowan College of South Jersey-Cumberland for the period of January 1, 2022, to December 31, 2022 in the amount of up to \$6,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held October 12, 2021.

  
Gene J. Concordia, Chair

Attested:

  
Benjamin T. Griffith, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL FOR ROWAN COLLEGE OF  
SOUTH JERSEY DEVELOPMENT AND FINANCIAL AID OFFICES TO APPLY  
FOR AND UPON AWARD ACCEPT FUNDING FROM THE N.J. OFFICE OF  
THE SECRETARY OF HIGHER EDUCATION'S STUDENT SUCCESS  
INCENTIVE FUNDING GRANT PROGRAM UNDER THE N.J. COMMUNITY  
COLLEGE OPPORTUNITY GRANT (CCOG) INITIATIVE**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply for and upon award to the Rowan College of South Jersey Development and Financial Aid offices, accept funding for the Office of the Secretary of Higher Education's Student Success Incentive Funding grant program for the period of July 1, 2021 to June 30, 2022 in the amount of \$273,370; and

**WHEREAS**, these funds will be used to strengthen the recruitment, engagement, and support of students funded under the state's Community College Opportunity Grant (CCOG) last-dollar financial aid program and ultimately to improve CCOG program utilization and student success rates.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution that permission has been granted to apply and accept funding from the Office of the Secretary of Higher Education's Student Success Incentive Funding grant program under the N.J. Community College Opportunity Grant (CCOG) Initiative for the period of July 1, 2021 to June 30, 2022 in the amount of \$273,370.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, October 12, 2021.

  
Gene J. Concordia, Chair

Attested:

  
Benjamin T. Griffith, Secretary





## **Board of Trustees Policy Synopsis**

### **1) Reaffirm Policies:**

#### Background for policy reaffirmations:

The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm the policies as listed below.

**8303 Student Publications**  
**8305 Fraternities and Sororities**  
**8501 Library Bill of Rights**  
**8505 Collection Development**

### **2) Revise Policies:**

#### Background for policy revisions:

#### **7503 Safe Post-Emergency Restart**

This policy was revised to provide a statement identifying the guiding principles as delineated in the "Fall 2021 RCSJ Restart Summary" approved by resolution of the RCSJ Board of Trustees on September 14, 2021.

#### **8503 Library Services**

This policy was revised to include verbiage regarding access to information and services during emergency situations.



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

4 REAFFIRM

5 Policy: 8303  
6 Title: **STUDENT PUBLICATIONS**  
7 Area: Student Services  
8 Approved: 07/01/19  
9 Reaffirmed: TBD

10  
11 Student publications and the student press are a valuable aid in establishing and maintaining an  
12 atmosphere of free and responsible discussion, and of intellectual exploration on the campus.  
13 They provide the College with news and articles of interest to the student body. They are a  
14 means of bringing student concerns to the attention of the faculty and the institutional authorities,  
15 and/or formulating student opinion on various issues on the campus and in the world at large.

16  
17 The editors of student publications enjoy the traditional and inalienable democratic right of  
18 freedom of the press. They are independent of censorship and control by the College, its faculty,  
19 or its administration. Copy will, however, be reviewed by the appropriate faculty advisor to  
20 avoid indecent language or illustrations, undocumented allegations, attacks on personal integrity,  
21 and the use of harassment and innuendo. Student publications must adhere to libel, postal, and  
22 other laws and regulations governing the American commercial press.

23  
24 The privilege of freedom of the press is earned and preserved by responsible reporting and  
25 editing. The editors are guided by the canons of sincerity, truthfulness, accuracy, impartiality,  
26 fair play, and decency. In addition, student publications' staff members will be guided by the  
27 Statement of Principles of the American Society of Newspaper Editors and the Code of Ethics of  
28 the National Press Photographers Association.

29  
30 Editors and managers of student publications are protected from arbitrary suspension and  
31 removal because of student, faculty, administrative, or public disapproval of editorial policy or  
32 content. Each publication will develop a statement of proper causes for removal of editors and  
33 managers. The agency responsible for the appointment of editors and managers will be the  
34 agency responsible for their removal. The student removed has the right of appeal.

35  
36 All College published and financed student publications will explicitly state on the editorial  
37 page, that the opinions therein expressed are not necessarily those of the faculty, administration,  
38 student body, or editorial board of the publication.



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

4 **REAFFIRM**

5 Policy: 8305  
6 Title: **FRATERNITIES AND SORORITIES**  
7 Area: Student Services  
8 Approved: 07/01/19  
9 Reaffirmed: TBD

10  
11  
12 Service and academic fraternal organizations, including honor societies, will be  
13 sanctioned by the College when such organizations subscribe to the fundamental  
14 principle of non-discriminatory membership. Such sanctioned organizations will be  
15 affiliated with recognized national service and/or academic societies.

16  
17 The College will not sponsor, sanction, or recognize any group-living arrangement or  
18 accommodation.

19  
20 These sanctioned organizations may serve as the nucleus for academic service activities  
21 at the College, and as such will be eligible to receive support from College funds and to  
22 use the College facilities.

23  
24 Official recognition of fraternal organizations rests on the assumption of campus  
25 responsibilities compliance and agreement to with the regulations and guidelines  
26 established for all clubs and organizations by the College.



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

4 **REAFFIRM**

5 Policy: 8501  
6 Title: **LIBRARY BILL OF RIGHTS**  
7 Area: Student Services  
8 Approved: 07/01/19  
9 **Reaffirmed: TBD**

10  
11 The College endorses the Library Bill of Rights as adopted by the American Library  
12 Association.

13  
14 The American Library Association affirms that all libraries are forums for information  
15 and ideas, and that the following basic policies should guide their services.

- 16  
17 I. Books and other library resources should be provided for the interest, information,  
18 and enlightenment of all people of the community that the library serves.  
19 Materials should not be excluded because of the origin, background, or views of  
20 those contributing to their creation.
- 21 II. Libraries should provide materials and information presenting all points of view  
22 on current and historical issues. Materials should not be proscribed or removed  
23 because of partisan or doctrinal disapproval.
- 24 III. Libraries should challenge censorship in the fulfillment of their responsibility to  
25 provide information and enlightenment.
- 26 IV. Libraries should cooperate with all persons and groups concerned with resisting  
27 abridgment of free expression and free access to ideas.
- 28 V. A person's right to use a library should not be denied or abridged because of  
29 origin, age, background, or views.
- 30 VI. Libraries which make exhibit spaces and meeting rooms available to the public  
31 they serve should make such facilities available on an equitable basis, regardless  
32 of the beliefs or affiliations of individuals or groups requesting their use.
- 33 VII. All people, regardless of origin, age, background, or views, possess a right to  
34 privacy and confidentiality in their library use. Libraries should advocate for,  
35 educate about, and protect people's privacy, safeguarding all library use data,  
36 including personally identifiable information.

37  
38 **References:**

39 Adopted June 19, 1939, by the ALA Council; and amended October 14, 1944; June 18,  
40 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019 for inclusion  
41 of "age". **Reaffirmed January 23, 1996.**



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

4 REAFFIRM

5  
6 Policy: 8505  
7 Title: **COLLECTION DEVELOPMENT**  
8 Area: Student Services  
9 Approved: 07/01/19  
10 Reaffirmed: TBD  
11  
12

13 The Board of Trustees of the College, as the legally responsible policy-making body for the  
14 College, endorses the Library Bill of Rights adopted by the American Library Association on  
15 June 18, 1948 and amended on January 20, 29, 2019 by the ALA Council, as the basis for  
16 selection and use of Library materials. It is the responsibility of the Director of Library Services  
17 to implement this policy in the selection of books, periodicals, and nonprint materials needed to  
18 support the College curriculum, demonstrate cultural and intellectual enrichment, and broaden  
19 horizons of all people of the community the Library serves.

20  
21  
22 The President will have ~~Collection Development~~ administrative procedures developed.  
23  
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36 References:

37  
38 Rowan College of South Jersey Administrative Procedure, *8505 Collection Development*



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

4 REVISE

5 Policy: 7503  
6 Title: **SAFE POST-EMERGENCY RESTART**  
7 Area: Human Resources  
8 Approved: 07/14/20, 09/14/21  
9 Revised: TBD

10  
11 Should weather, pandemic, national, state, local or other emergency cause the College campuses  
12 to close for an extended period of time, the Board of Trustees will ensure protocols, methods,  
13 guidance, and communications are in place to provide a safe and secure post-emergency restart.

14  
15 The administration will work closely with faculty and staff to maintain a safe environment  
16 respecting the rights and health of all concerned while maintaining academic excellence and  
17 efficient business operations. Where feasible, telecommuting, flexible scheduling, and staggered  
18 shifts will be evaluated by and at the discretion of the College President.

19  
20 Coordination and communication with College leadership will take place in order to develop and  
21 distribute a safe post-emergency restart strategy, as needed, as well as obtaining necessary  
22 information from other external agencies.

23  
24 This policy identifies the guiding principles as delineated in the “Fall 2021 RCSJ Restart  
25 Summary” approved by resolution of the RCSJ Board of Trustees on September 14, 2021.

26  
27 The President will have administrative procedures developed to enable and implement this safe  
28 post-emergency restart.

29  
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36  
37 **References:**

38  
39 Rowan College of South Jersey Administrative Procedure, *7503 Safe Post-Emergency Restart*  
40  
41



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

4 REVISE

5 Policy: 8503  
6 Title: **LIBRARY SERVICES**  
7 Area: Student Services  
8 Approved: 07/01/19  
9 Revised: TBD

10  
11  
12 The College Library is dedicated to fulfilling the informational and research needs of students,  
13 faculty, and staff by providing an extensive collection of print and non-print materials, network  
14 access to numerous databases, knowledgeable librarians, and partnerships with other state,  
15 university, and municipal libraries across the region and country.

16  
17 The Board of Trustees welcomes the residents of Gloucester and Cumberland Counties and the  
18 public at large to use the facilities to read, research, access information, or avail themselves of  
19 Library offerings. Members of the LOGIN consortium libraries may borrow materials from the  
20 Library as per the approved LOGIN Reciprocal Borrowing guidelines. Limits on service may be  
21 imposed during emergency situations.

22  
23 The Library will also serve as the College's document archive to provide for the centralization of  
24 pertinent College records. Library staff will be responsible for cataloging, maintaining, and  
25 circulating these documents.

26  
27 In the interest of all users of the Library, it is important that established checkout procedures be  
28 followed at all times. Accordingly, Library personnel have the right to examine the briefcases,  
29 bags, and other items of library users, as necessary, to ~~insure~~ ensure adherence to the checkout  
30 procedures and to maintain a maximum collection of library holdings.

31  
32 Anyone who abuses, defaces, or steals Library materials, equipment, or software will be subject  
33 to disciplinary action, which may include referral to the appropriate legal authorities.

34  
35 The President will have administrative procedures developed to establish borrowing privileges,  
36 fees, where appropriate, and interlibrary loans.

37  
38 References:

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40 Rowan College of South Jersey Board of Trustee Policy Manual, *8501 Library Bill of Rights*  
41 Rowan College of South Jersey Administrative Procedure, *8503 Library Services*

Policy: 8503 Library Services  
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