



BOARD OF TRUSTEES MEETING – BRANCH CAMPUS

REGULAR SESSION MINUTES

July 29, 2025

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:31 p.m. held in-person on the Cumberland Campus in the Luciano Center.

Meg Resue, Chief of Staff 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 6, 2024, 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. Lita Abele
Ms. Christine Allen-Jackson, JSC
Mr. Robert Bumpus
Ms. Danielle Carroll
Mr. Gene Concordia
Dr. Edward Geletka
Mr. Greg Lopercolo
Dr. Warren Wallace
Mr. Douglas Wills, Esq.
Dr. Brenden Rickards, Interim President, Ex-Officio

Members Absent:

Ms. Jennica Bileci
Mr. Len Daws

Advisor Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed Faculty Senate Chair Melissa Young and SGA President Juan Tinoco-Maximo, as well as everyone else present for the meeting.

STUDENT & FACULTY RECOGNITION

Dr. Jim Piccone introduced the following groups to come up for the Student and Faculty recognition portion of the meeting.

Student Recognition – Summer Program Cohort Representatives

Adelante Juntos Grant Students – Jesse Delgado, Advisor, Adelante Juntos/Las Vias introduced the following students. Each student was given an opportunity to share their unique experience while participating in the program.

- Joshua Barbosa – Health Science
- Gianna Ranger-Rodriguez – Social Service Program

GEAR UP Summer Program – Shanice Ruiz, Project Director, briefly review the program and introduced the following students spoke about themselves personally and the highlights of the program as they experienced it.

- Daisy Street, 8th grade at Quarter Mile Lane School
- Jayden Street, 10th grade at Bridgeton High School

EOF Summer Program – Amanda Sorshek, Sr. Assistant Director, EOF spoke to the longevity the EOF program in support of RCSJ students and introduced the following students to tell the Trustees a little bit about themselves and what they got out of the program.

- Zoey Risley, Business Administration
- Tyler Durant, Criminal Justice

TRIO/SSS Grants Summer Bridge Program – Iris Torres, Director, TRIO/SSS discussed the specifics of the Summer Bridge Program and introduced the following students who were asked to share something about themselves and what they gained by being part of the program.

- Johnny Carter – Liberal Arts
- Laniyah Logan – Health Science

Faculty Recognition

Faculty Spotlight for February – Melissa Young, Chair, Faculty Senate provided the following statement as to why Kelly Edelman, Assistant Professor II, Nursing & Health Professions was nominated for this recognition:

As part of our tenure process, faculty must be observed several times by our peers. And while Kelly is still “young” in her tenure processes having only started on the Cumberland Campus in Fall of 2024, her peers are already speaking her praises.

After observing Kelly in action, a faculty member from another division, shared, and I quote “Knowing nothing about the subject matter, I came away with a complete understanding of the coursework. She was engaging and in control as more than half of the students walked in late and disturbed the instruction. This is why I nominate Kelly for Faculty Spotlight”

This subject mastery, control of her classroom, all while keeping a great rapport with her students are just a few of the many reasons she is the recipient of the July Faculty Spotlight.

INTERIM PRESIDENT’S REPORT

After the recognition of students and faculty, Dr. Rickards noted that the students are why we are here – “We are all about the students”.

There were four areas in which Dr. Rickards provided the Board with a brief update. These were: status on the state budget, federal grants, expansion of the trades programs and plans to dive deeper into building stronger internal college and external business/industry community engagement.

ACCEPTANCE OF MINUTES

June 17, 2025, Regular & Closed Meeting minutes were approved as published.

FINANCE

No report summary was presented this month due to the Anthology ERP implementation per **Nick Burzichelli**, Exec. VP, COO & CFO.

PLANNING/FACILITIES

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the Campus Safety report and went over the resolutions below, which had been reviewed by Board committee.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for June 2025 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Wallace, approving the following items 1 through 7. (resolutions attached)

1. Central Jersey Equipment
2. Coursedog – Academic Software
3. Apply & accept funding from: NJCAA Foundation – sponsor/field Women's Flag Football
4. Supplier Agreement: BSN Sports
5. 24-month Contract: Contsellation NewEnergy – Electric Services
6. Contract Award: Arthur J. Orgren – CTE Ctr. Renovations & Construction Addition
7. Naming of the Gloucester Campus, College Center Meeting Space, Room 183

PERSONNEL - **Nick Burzichelli**, Exec. VP, COO & CFO

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Lopergolo, approving the Personnel Actions for the following item 1. (documents attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

Report Summary: **Dr. Brenden Rickards**, Chief Academic Officer, Academic Services presented the resolutions for approval, which had previously been reviewed by Board committee.

On the recommendation of the President, Trustee Carroll made a motion, seconded by Trustee Bumpus, approving the following items 1 through 10: (resolutions attached)

1. Approve: Certificate in Healthcare Administration
2. Apply & accept funding: Gloucester County Div. Senior Services-Friendly Visitor Program
3. Apply & accept funding: Gloucester County WDB WIOA grant – Youth Training & Employment Services
4. Accept funding: NJ GEAR UP Summer Program – Student engagement
5. Apply & accept funding: NJ OSHE / NJCCC Economic Dev.-Direct Support Professional Career Development Program
6. Apply & accept funding: Gloucester County Div. Senior Services-Stress Busters Program
7. Partnership MOU: Princeton University/RCSJ – Community College Teaching Transfer Initiative Partnership Program
8. Apply & accept funding: U.S. Department of Education Title V Developing Hispanic-Serving Institutions Program – Cumberland Campus
9. Apply & accept funding: Gloucester County Div. Senior Services-Volunteer Education Program
10. Accept & sign contract: Burlington County & RCSJ as provider of occupational & educational services

POLICY

Report Summary: **Sandy Evans**, Executive Director, President's Office presented the listed policies below.

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

1. New Policy
 - 3202 Conflict of Interest
 - 6606 Third-Party Provider
2. Revised Policy
 - 3105 Graduation Variance
 - 3107 Multiple Degrees
 - 5201 Naming of Buildings, Educational Spaces, Classrooms, Meeting & Public Spaces, and Other Assets
 - 8207 Transfer and Reverse Transfer Students

Student Services - **Judy Atkinson**, Vice President, Chief Student Affairs Officer, Student Services informed the Board that it will be a busy summer for Student Services with a variety of summer camps and the Summer Connect program in motion. The goal is to provide students with the support needed to prepare them for the fall semester and to highlight what Student Services has to offer them during their time at the college. Ms. Atkinson went on to say that now the Tri-Alpha Institute has a physical home, it will be an active space to serve and highlight RCSJ's Tri-Alpha first-generation honor students, as well as all first-generation students across both campuses. She also noted there will be a designated location on the Cumberland Campus as well.

- **Student Government Association (SGA)** - **Juan Tinoco-Maximo**, President told the Board about SGA plans for the coming year where they will focus on engaging students to participate in activities and brainstorming ideas to that end. They will also work on SGA student recruitment. Mr. Tinoco-Maximo expressed his gratitude for the second chance he was given with the opportunities he has had as an RCSJ student, and his intention is to pay it forward so other students may experience what he has and succeed too.

Branch Campus - **Dr. Jim Piccone**, Vice President/CAO, Branch Campus

Notes provided by Dr. Piccone:

We have six different summer bridge programs for students that are incoming freshman, early college high school, and students in middle school. It's nice to see so many students on campus during the summer!

Even though we are living in challenging times when it comes to the grant world, we continue to seek out funding for a variety of programs at the college.

Innovation & Technology - **Josh Piddington**, Vice President/CIO, Innovation & Technology Mr. Piddington told the Board that after 2-years of ERP research and 4-years into the implementation, it has been quite an undertaking. It was and is a huge effort, and he expressed his thanks to everyone involved in the process that were just too numerous to list. He indicated the student portal was now live and going well. He showed the Board visually what the portal looked like and the many components currently in operation and ones that will release in the future, all of which will go a long way to enhance communication with students, as well as faculty and staff across two campuses for an overall streamlined experience for RCSJ students.

Rowan College Foundation – **Cody Miller**, Executive Director, Advancement & Foundation informed the Board that the Foundation, for the second time, recently hosted the ACE-celerate! STEM Summer Camp in collaboration with Atlantic City Electric. The successful program provided a unique opportunity to connect with Cumberland County area high school students interested in the STEM field. Mr. Miller went on to let the Board know the Foundation's Annual Golf Outing will be on Monday, October 20th, with the proceeds to support RCSJ's ACT programs on both campuses.

PUBLIC PORTION

Chair Concordia asked Public comment: None was received.

ADJOURNMENT

At 7:29 p.m., Trustee Wills made a motion, seconded by Trustee Abele and unanimously approved ending the Regular Session.

Respectfully submitted,



Lita M. Abele, Secretary

Notes taken by Meg Resue

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: July 7th, 2025
SUBJECT: Clery Crimes for the month of June 2025

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
Criminal Homicide	0 Incidents	0 Incidents
Aggravated Assault	0 Incidents	0 Incidents
Sexual Assault	0 Incidents	0 Incidents
Burglary	0 Incidents	0 Incidents
Robbery	0 Incidents	0 Incidents
Motor Vehicle Theft	0 Incidents	0 Incidents
Arson	0 Incidents	0 Incidents
Dating Violence	0 Incidents	0 Incidents
Domestic Violence	0 Incidents	0 Incidents
Stalking	0 Incidents	0 Incidents
Liquor Law Violations	0 Incidents	0 Incidents
Drug Law Violations	0 Incidents	0 Incidents
Weapons Violations	0 Incidents	0 Incidents
Hazing	0 Incidents	0 Incidents
Timely Warnings	0 Incidents	0 Incidents
Notifications	0 Incidents	0 Incidents



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD
OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO
PURCHASE GROUNDSKEEPING EQUIPMENT FROM CENTRAL JERSEY
EQUIPMENT**

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 Sourcewell, which Rowan College of South Jersey is a member utilizing contract #82923-DAC; and

WHEREAS, Central Jersey Equipment has submitted quote number 33081755 based on contract pricing to provide one (1) new 5075E Cab Utility Tractor and associated equipment for a total of \$50,356.44; and

WHEREAS, Central Jersey Equipment has promised \$4,500.00 in trade for a college owned 1997 New Holland 4630 tractor; and

WHEREAS, the financial obligation will be paid from institutional funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial Officer 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, Gloucester Campus, to enter into an agreement with Central Jersey Equipment in the amount of \$45,856.44 representing a sales price of \$50,356.44 minus a trade in value of \$4,500.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD
OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO
PURCHASE ACADEMIC SOFTWARE FROM COURSEDOG**

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 NJEdge, which Rowan College of South Jersey is a member; and

WHEREAS, Coursedog has submitted a proposal based on contract pricing to provide five (5) years of service, integration assistance and support for a total of \$565,453 broken down as follows: **Year 1** – \$84,378, **Year 2** - \$140,098, **Year 3** - \$108,161, **Year 4** - \$113,569, and **Year 5** - \$119,247; and

WHEREAS, the financial obligation will be paid from institutional funds; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial Officer 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 Coursedog in the amount of \$565,453 for a five (5) year term.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF UP TO \$15,000 IN GRANT FUNDS FROM THE NEW JERSEY COLLEGE ATHLETIC ASSOCIATION (NJCAA) FOUNDATION TO START A WOMEN'S FLAG FOOTBALL PROGRAM

WHEREAS, the women's flag football grant funding will directly support the initiative of expanding women's flag football towards garnering full NJCAA sports status; and

WHEREAS, the Rowan College of South Jersey Board of Trustees recognizes the importance of securing this funding to initiate the expansion of women's sports programs at the College, and

WHEREAS, on March 18, 2025 the Board of Trustees approved applying for an amount up to \$10,000 from the NJCAA Foundation to establish a women's flag football program on the Gloucester Campus; and

WHEREAS, the Cumberland Campus would also like to establish a women's flag football team and wishes to apply for an amount of up to \$5000; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves application and acceptance of up to \$15,000 from the NJCAA Foundation, up to \$10,000 for the Gloucester Campus and an additional \$5000 for the Cumberland Campus, for the initiative of expanding women's flag football as the College prepares to field and sponsor a women's flag football team.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING AN EXCLUSIVE SUPPLIER AGREEMENT WITH BSN SPORTS

WHEREAS, Rowan College of South Jersey and BSN Sports desire to formalize an Exclusive Supplier Agreement for the purchase and supply of ADIDAS uniforms, apparel and footwear along with any and all other branded footwear, apparel & equipment purchased by the college; and

WHEREAS, BSN Sports agrees to pay RCSJ a signing fee of \$8,500; and

WHEREAS, BSN Sports agrees to provide "Premier Pricing" that shall apply to all footwear, apparel and equipment purchased by the college as detailed in the agreement; and

WHEREAS, BSN Sports agrees to provide an annual rebate to the college as detailed in the agreement; and

WHEREAS, the agreement is in effect for a period of three years from July 1, 2025 until June 30, 2028; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to execute and enter into the Exclusive Supplier Agreement with BSN Sports.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH CONSTELLATION NEWENERGY FOR ELECTRIC SERVICE UNDER THE SOUTH JERSEY POWER COOPERATIVE

WHEREAS, the Rowan College of South Jersey in conjunction with the County of Camden, as the Lead Agency for the South Jersey Power Cooperative (SJPC), received and opened publicly advertised bid A19-25 for Electric Generation Supply Service to various South Jersey Power Cooperative locations; and

WHEREAS, Rowan College of South Jersey has been a member and wishes to continue its participation with the South Jersey Power Cooperative (SJPC); and

WHEREAS, the County of Camden on behalf of the SJPC publicly advertised bids for the purpose of procuring electric supply services; and

WHEREAS, the Lead Agency for the South Jersey Cooperative declares Constellation New Energy as the lowest responsible bidder for a term of 24 months commencing on the first meter read date or after September 1, 2025 and ending on the first meter read date on or after August 31, 2027 at the prices listed in the proposals of Bid A19-25; and

WHEREAS, the Executive Vice President, Chief Operating Officer and Chief Financial Officer 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 and directs the Rowan College of South Jersey to enter a 24-month contract with Constellation NewEnergy for the Supply and Delivery of Electric Services.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY AWARDING
CONTRACT TO OGREN CONSTRUCTION FOR THE PROJECT KNOW AS
THE 2025 CAREER AND TECHNICAL EDUCATION CENTER
RENOVATIONS AND CONSTRUCTION TRADES ADDITION**

WHEREAS, the Rowan College of South Jersey is in need of Career and Technical Educational Center Renovations and Construction Trades Addition; and

WHEREAS, on June 17, 2025 the Board of Trustees rejected bids for the project due to the low bid substantially exceeding the project's estimated cost; and

WHEREAS, on July 23, 2025, the Rowan College of South Jersey's architects, consistent with provisions of New Jersey Public Contracts Law and New Jersey Public Contracts Law for County colleges, publicly opened re-bids for this project; and

WHEREAS, the two (2) bids received are as follows:


Bidders	Base Bid
Arthur Ogren	\$7,470,000
Dandrea Construction	\$7,760,000

WHEREAS, the bid of Arthur J. Ogren Inc. (hereinafter "Arthur J. Ogren") has been reviewed by the College's professionals who have recommended an award to Arthur Ogren for the Base Bid of \$7,470,000 as the lowest responsive bidder; and

WHEREAS, the low bid of **Arthur J. Ogren** is compliant in all material, non-waivable respects; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey on the 29th day of July 2025 that the College hereby awards a contract to Arthur J. Ogren for the 2025 Career and Technical Educational Center Renovations and Construction Trades Addition for the Base Bid of \$7,470,000 and the Chairman of the Board of Trustees and/or Brenden Rickards, President of the College, and/or Dominick Burzichelli, Executive Vice President, Chief Operating Officer and Chief Financial Officer are hereby authorized and directed to execute such contracts and documents as are necessary or convenient to effectuate the within award.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.

Attested: 
Lita M. Abele, Secretary


Gene J. Concordia, Chair





**RESOLUTION ON NAMING THE EUGENE J. MCCAFFREY COLLEGE
CENTER (CC) ROOM 183 AT ROWAN COLLEGE OF SOUTH JERSEY –
GLOUCESTER CAMPUS**

WHEREAS, Dr. Frederick Keating, President Emeritus of Rowan College of South Jersey, has served with distinction as the longest-tenured President in the institution's history, leading the College through a period of remarkable transformation, growth, and academic excellence; and

WHEREAS, Dr. Keating's visionary leadership resulted in the successful merger of Rowan College of Gloucester County and Cumberland County College, the expansion of academic programs, enhanced student services, and a strengthened institutional reputation; and

WHEREAS, Dr. Keating has demonstrated extraordinary support for the Rowan College Foundation, establishing a generous endowment and contributing personally to ensure continued financial aid and opportunities for students in need, thereby reinforcing the College's mission of access and equity in higher education; and

WHEREAS, Dr. Keating, a long-standing benefactor of the College, has made substantial contributions and, under Administrative Procedure 5201, is entitled to naming recognition rights; and

WHEREAS, the College's Naming Committee has thoroughly reviewed the proposed naming of the Eugene J. McCaffrey College Center (CC) Room 183 and has recommended approval in accordance with established procedures and institutional standards.

NOW, THEREFORE, BE IT RESOLVED that, in deep appreciation of Dr. Frederick Keating's unwavering dedication, transformative leadership, and lifelong commitment to the students, faculty, and mission of Rowan College of South Jersey, the Eugene J. McCaffrey College Center (CC) Room 183 on the Gloucester Campus shall henceforth be named the **Dr. Frederick Keating Commemorative Room**.

Attested:

A handwritten signature in blue ink, appearing to read "Lita M. Abele", written over a horizontal line.

Lita M. Abele, Secretary

A handwritten signature in blue ink, appearing to read "Gene J. Concordia", written over a horizontal line.
Gene J. Concordia, Chair



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

Full-Time Personnel Actions:

Name	Title	Rationale	Salary	Effective Date
Michelle Karayiannis	Nursing & Health Professions Laboratory Manager	Resignation	-	8/29/2025
Vanessa Rivera	Custodian	Resignation	-	7/24/2025
Ariel Maccagno	Administrator, Advisement Center	Reassignment from Recruitment	\$47,500.00 per year	TBD by HR
Kathryn Borger	EOF Counselor	Replacement for Lauren Brassill	\$47,500.00 per year	TBD by HR
Elizabeth Finn	Program Specialist, People in Transition	Replacement for Amy Charlesworth	\$18.96 per hour	TBD by HR

Part-Time Personnel Actions: (no actions to report)

Name	Title	Rationale	Salary	Effective Date

New Hire Adjuncts 2025-2026 (Dual Campus):

Name	Division
Leo Maisey	Comm & Creative & Perf Arts
Kristy Whilden	Dual Credit

Interim President Recommendation:

RCSJ - 2025-2026 Gloucester Coach Salaries
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GC Coaches Salary Schedule 2025-2026

ROWAN COLLEGE OF SOUTH JERSEY (Gloucester Campus) Coaches Salary Schedule 2025-2026 (Proposed)

Men's Soccer	2025-2026
Head Coach	\$10,917
Assistant Coach	\$6,068
Assistant Coach	\$2,757

Women's Soccer	2025-2026
Head Coach	\$10,917
Assistant Coach	\$6,068
Assistant Coach	\$2,757

Men's Cross Country	2025-2026
Head Coach	\$6,756
Assistant Coach	\$2,895
Women's Cross Country	2025-2026
Head Coach	\$6,756
Assistant Coach	\$2,895

Women's Tennis	2025-2026
Head Coach	\$9,078
Assistant Coach	\$4,192

Women's Volleyball	2025-2026
Head Coach	\$8,328
Assistant Coach	\$4,153
Assistant Coach	\$1,692

Men's Basketball	2025-2026
Head Coach	\$11,598
Assistant Coach	\$6,363
Assistant Coach	\$2,757

Women's Basketball	2025-2026
Head Coach	\$11,568
Assistant Coach	\$6,363
Assistant Coach	\$2,757

Men's Wrestling	2025-2026
Head Coach	\$11,346
Assistant Coach	\$5,560
Assistant Coach	\$1,692

GC Coaches Salary Schedule 2025-2026

Baseball	2025-2026
Head Coach	\$18,751
Assistant Coach	\$6,340
Assistant Coach	\$2,800
Fall Coach	\$8,031

Men's Tennis	2025-2026
Head Coach	\$9,078
Assistant Coach	\$4,192

Softball	2025-2026
Head Coach	\$14,376
Assistant Coach	\$6,840
Assistant Coach	\$2,800
Fall Coach	\$5,692

Men's Outdoor Track & Field	2025-2026
Head Coach	\$6,756
Assistant Coach	\$3,090
Assistant Coach	\$2,757

Women's Outdoor Track & Field	2025-2026
Head Coach	\$6,756
Assistant Coach	\$3,090
Assistant Coach	\$2,757

Men's Golf	2025-2026
Head Coach	\$4,135
Assistant Coach	\$1,692

Women's Golf	2025-2026
Head Coach	\$4,135
Assistant Coach	\$1,692

Total	\$261,993
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The following Education/General Fund Actions are presented for Board of Trustee approval.

Full-Time Personnel Actions:				
Name	Title	Rationale	Salary	Effective Date
Thaddeus Palmer	Faculty, Biology/Chemistry	New Position	\$55,500.00 per year	9/1/2025
Daniel McAteer	Lab Technician II	Promotion	Contractual	7/1/2025
Migdalia Mercado	Technical Assistant III	Promotion	Contractual	7/1/2025

Part-Time Personnel Actions: (no actions to report)				
Name	Title	Rationale	Salary	Effective Date

Interim President Recommendation:	
RCSJ - 2025-2026 Cumberland Coach Salaries	

CC Coaches Salary Schedule 2025-2026

ROWAN COLLEGE OF SOUTH JERSEY (Cumberland Campus) Coaches Salary Schedule 2025-2026 (Proposed)

Men's Soccer	2025-2026
Head Coach	\$9,641
1st Assistant Coach	\$4,285
2nd Assistant Coach	\$1,071

Women's Soccer	2025-2026
Head Coach	\$9,641
1st Assistant Coach	\$4,285
2nd Assistant Coach	\$1,071

Men's Cross Country	2025-2026
Head Coach	\$4,821
1st Assistant Coach	\$2,142
Women's Cross Country	2025-2026
Head Coach	\$4,821
1st Assistant Coach	\$2,142

Men's Basketball	2025-2026
Head Coach	\$9,641
1st Assistant Coach	\$3,214
2nd Assistant Coach	\$1,071

Women's Basketball	2025-2026
Head Coach	\$9,641
1st Assistant Coach	\$3,214
2nd Assistant Coach	\$1,071

Baseball	2025-2026
Head Coach (Fall)	\$5,356
1st Assistant Coach	\$4,285
2nd Assistant Coach	\$2,732
Head Coach (Spring)	\$7,499

Softball	2025-2026
Head Coach (Fall)	\$5,356
1st Assistant Coach (Fall/Spring)	\$5,463
Head Coach (Spring)	\$7,499

Men's Outdoor Track & Field	2025-2026
Head Coach	\$4,821

CC Coaches Salary Schedule 2025-2026

1st Assistant Coach	\$2,142
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Women's Outdoor Track & Field	2025-2026
Head Coach	\$4,821
1st Assistant Coach	\$2,142

Men's Golf	2025-2026
Head Coach	\$4,821
1st Assistant Coach	\$2,142

Women's Golf	2025-2026
Head Coach	\$4,821
1st Assistant Coach	\$2,142

Total	\$137,813
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RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE IN HEALTHCARE ADMINISTRATION ON BOTH CAMPUSES

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate in Healthcare Administration on both campuses; and

WHEREAS, this program will be offered beginning September 1, 2026; and

WHEREAS, this program will provide one year of concentrated study in education for those who plan to enter into the workforce as an administrator in Healthcare, working in a wide array of healthcare settings including in Clinics, Hospitals and Medical Offices, or for someone in the Healthcare industry looking to move into administrative roles; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer a Certificate in Healthcare Administration beginning September 1, 2026.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE
OF UP TO \$2,500 FROM THE GLOUCESTER COUNTY DIVISION OF SENIOR
SERVICES FOR THE FRIENDLY VISITOR PROGRAM**

WHEREAS, the Career and Technical Education Division is requesting approval from the Rowan College of South Jersey Board of Trustees to apply for up to \$2,500 in funding from the Gloucester County Division of Senior Services; and

WHEREAS, authorization is needed to apply for, and upon award, accept this funding for the period of January 1, 2026, to December 31, 2026; and

WHEREAS, funds will be used to provide a service that provides regular visits to socially and/or geographically isolated older individuals, aged 60 or older, by providing companionship and social contact, and by administering reading and writing assistance.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the application and acceptance of up to \$2,500 in funding from the Gloucester County Division of Senior Services' Friendly Visitor Program focusing on reading and writing for the period of January 1, 2026, to December 31, 2026.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE
OF AN ADDITIONAL \$43,704 FROM THE GLOUCESTER COUNTY
WORKFORCE DEVELOPMENT BOARD'S (GCWDB) WORKFORCE
INNOVATION OPPORTUNITY ACT (WIOA) FUNDING FOR YOUTH
TRAINING AND EMPLOYMENT SERVICES**

WHEREAS, the Gloucester County Workforce Development Board (GCWDB) indicated an extension of their regular Out of School Youth program year through September 30, 2025, to allow for processing and approval of new funding; and

WHEREAS, RCSJ will be utilizing previously awarded unspent funds of \$53,266 for use between July 1, 2025 and September 30, 2025; and

WHEREAS, RCSJ will need an additional \$43,704 to extend program operation through September 30, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of up to \$43,704 from the Gloucester County Workforce Development Board's Workforce Innovation Opportunity ACT funding for youth training and employment services.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES FOR APPROVAL TO ACCEPT FUNDING FROM THE
NJ GEAR UP/COLLEGE BOUND PROGRAM IN SUPPORT OF INCREASING
STUDENT PARTICIPATION IN SUMMER PROGRAM ACTIVITIES**

WHEREAS, the Office of the Secretary of Higher Education has awarded dedicated funds in the amount of \$66,198 to support student engagement in activities through the 2025 GEAR UP Summer Programming; and

WHEREAS, Rowan College of South Jersey (RCSJ) affirms to utilize these funds in support of student involvement in the Summer of 2025 GEAR UP programming.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby grants approval to accept \$66,198 in funds from the Office of the Secretary of Higher Education's NJ GEAR UP Grant Program for participant engagement.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY AND ACCEPT UP TO \$150,000 FROM THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION IN PARTNERSHIP WITH THE NEW JERSEY COUNCIL OF COUNTY COLLEGES CONSORTIUM FOR WORKFORCE AND ECONOMIC DEVELOPMENT TO DEVELOP A DIRECT SUPPORT PROFESSIONAL CAREER DEVELOPMENT PROGRAM (DSP FELLOWSHIP PROGRAM)

WHEREAS, the New Jersey Office of the Secretary of Higher Education has appropriated an additional round of funding to support the Direct Support Professional Career Development Program to recruit and train individuals for careers as direct support professionals (DSP), as well as upskill those already working in this field; and

WHEREAS, Rowan College of South Jersey has been selected as one of two DSP Fellowship Sites; and

WHEREAS, Rowan College of South Jersey will expand the DSP Fellowship experience that includes opportunities for work experience and education and training for individuals.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves application and acceptance of up to \$150,000 from the New Jersey Office of the Secretary of Higher Education in partnership with the NJCCC Consortium for Economic Development for the expansion of a Direct Support Professional Career Development Program.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE
OF UP TO \$17,000 FROM THE GLOUCESTER COUNTY DIVISION OF
SENIOR SERVICES IN SUPPORT OF THE STRESS BUSTERS PROGRAM**

WHEREAS, the Career and Technical Education Division is requesting approval from the Rowan College of South Jersey Board of Trustees to apply for up to \$17,000 in funding from the Gloucester County Division of Senior Services; and

WHEREAS, authorization is needed to apply for, and upon award, accept this funding for the period of January 1, 2026, to December 31, 2026; and

WHEREAS, the program includes screening assessment and treatment activities that assist older people to improve or maintain physical health by helping them to identify and understand their health needs and secure necessary medical, disease prevention, or health maintenance services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the approval of the resolution for the Career and Technical Education Division to apply for and accept up to \$17,000 in funding from the Gloucester County Division of Senior Services for the Stress Busters Program for the period of January 1, 2026, to December 31, 2026.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES TO ENTER INTO A MOU AND PARTNER WITH PRINCETON UNIVERSITY FOR A COMMUNITY COLLEGE TEACHING TRANSFER INITIATIVE PROGRAM

WHEREAS, Rowan College of South Jersey is dedicated to provide training and support to both educators and students; and

WHEREAS, the Rowan College of South Jersey/Princeton University Community College Teaching Transfer Initiative Partnership program will enable Princeton University Teaching Transfer Associates, who have recently earned their Ph.D. from a research-intensive institution and are employed by Princeton University to teach both RCSJ and Princeton University courses at RCSJ exclusively for RCSJ students and provide advisement for student transfer to research-intensive four-year colleges and universities; and

WHEREAS, this program will provide a valuable opportunity for Rowan College of South Jersey students to enroll in RCSJ courses taught by Princeton University Teaching Transfer Associates and, for selected students to enroll in Princeton University accredited courses on the RCSJ campus; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the resolution of the MOU and partnership with Princeton University for the Princeton University Community College Teaching Transfer Initiative Community College Teaching Partnership Program with Rowan College of South Jersey.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



Memorandum of Understanding
Princeton University and Rowan College of South Jersey
“Teaching Transfer Initiative”

This is a Memorandum of Understanding (“MOU”) between The Trustees of Princeton University (hereafter referred to as “Princeton”) Rowan College of South Jersey (hereafter referred to as “RCSJ”) to continue and sustain an initiative, first piloted in academic year 2024-25, that allows teaching and advising associates employed by Princeton to be placed at RCSJ for full-time, one-year visiting appointments. This initiative aims to extend Princeton’s reach as a highly-selective, four-year institution focused on the liberal arts and engineering through a partnership that complements RCSJ’s mission and expertise in serving community college students. The overarching goal of this initiative is to increase the number of RCSJ students who are prepared to and who successfully apply to, transfer to, and complete four-year degrees at institutions aligned with their potential.

SCOPE OF COLLABORATION

The Teaching Transfer Initiative (hereafter TTI), memorialized in this MOU, seeks to foster a collaboration between Princeton and RCSJ by allowing visiting faculty, called Teaching Transfer Associates (hereafter, referred to as Associates), who are employed by Princeton and who have recently earned their Ph.D. from a research-intensive institution to 1) teach RCSJ-accredited courses to RCSJ students, based on RCSJ’s own curricular policies, needs, and teaching assignments; 2) teach Princeton-accredited courses to RCSJ students on RCSJ’s campus, according to Princeton’s own curricular policies and goals of the initiative, with the possibility in certain circumstances that such teaching could be done through a co-teaching model with select RCSJ faculty who are appointed by Princeton as co-instructors of such courses; and 3) in coordination with RCSJ’s existing efforts, participate in and provide complementary and expanded programming for the advising of RCSJ students on educational pathways in the liberal arts and engineering, transfer opportunities, and the transfer process to selective four-year institutions. This initiative significantly builds on but is not intended to replace or duplicate the existing partnership that Princeton and RCSJ have in place through a separate memorandum of understanding that allows currently enrolled graduate students at Princeton to receive mentoring from a faculty member at RCSJ before being hired as an adjunct faculty member at RCSJ to teach a course.

For this initiative, a target number of two Associates will be hired by Princeton and placed at RCSJ each academic year, and up to three Associates may be hosted at RCSJ in an academic year if both parties are in agreement. The application and hiring process will be managed by Princeton. Associates who have already participated in the initiative in a previous year and are eligible for reappointment may be included in the application and hiring process. After an initial screening process, application materials for an applicant selected by Princeton as a strong candidate match for the initiative will be shared with RCSJ, which will determine whether a relevant academic department at

RCSJ can agree to host such a candidate as an Associate. If, based on its review of relevant materials, RCSJ communicates to Princeton that it is in favor of a meeting with a candidate as a potential Associate for appointment or reappointment, Princeton will arrange such a meeting between the candidate and RCSJ. If after this meeting both Princeton and RCSJ are in agreement about Princeton's making a candidate an offer of employment as an Associate hosted at RCSJ, Princeton will request written attestation of agreement from RCSJ and will then proceed with its normal hiring process.

As part of their employment with Princeton, Associates will receive training organized by Princeton in consultation with RCSJ in the summer prior to the beginning of their fall-semester duties at RCSJ. Over the course of the fall and spring semesters, Associates will have a blended appointment that is split between teaching courses and offering advising and programming on the educational pathways and transfer opportunities. Associates will teach RCSJ courses that are typical offerings for the department in which they are hosted or are otherwise assigned to them by RCSJ as appropriate based on their educational preparation and professional expertise, as well as one Princeton-accredited course. Specific teaching assignment and loads for each semester will be proposed by RCSJ and approved by Princeton to ensure equity among Associates. The teaching load for each Associate will be approximately 15 credit hours per academic year, which will include standard community college courses identified and assigned by RCSJ as well as one course accredited by Princeton and taught at the community college. Associates who teach RCSJ courses for which the number of student contact hours required per week is greater than the number of credit hours associated with that course will normally teach fewer than 15 credit hours over the course of the year to ensure equity in teaching assignments and loads among the Associates. This may occur most commonly in science or engineering courses. A standard load will be two courses in one term and three in the other, depending on the credits and contact hours per course. The course accredited by Princeton, which will count for four credits, may at the invitation of the Associate and Princeton be co-taught by a full-time, tenured or tenure-track faculty member at RCSJ. For such co-teaching to occur, all parties must be in agreement about the desirability and suitability of the co-teaching arrangement, and the RCSJ faculty member must be approved by Princeton's Office of the Dean of the Faculty as a visiting faculty member. Compensation to RCSJ faculty for such co-teaching appointments will follow Princeton's normal rates and policies for visiting faculty approved as co-instructors of Princeton courses. Associates are responsible for developing syllabi for their courses in accord with course and assignment guidelines established by RCSJ or Princeton University, as appropriate and depending on whether the course is an RCSJ- or Princeton-accredited course.

As between Princeton and RCSJ, Princeton and/or the Associate hired by Princeton owns the intellectual property developed for the course taught by the Associate. As between Princeton and the Associate hired by Princeton, intellectual property rights shall be determined by Princeton's policies. For courses that are co-taught by an Associate and RCSJ faculty member, the intellectual property shall be jointly owned by Princeton and/or its Associate and RCSJ and/or its faculty member; as between each

institution and its employee, the institution's policies concerning intellectual property ownership shall govern.

The criteria for eligibility of an RCSJ student to enroll in a Princeton-accredited course may vary from course to course, depending on subject matter and instructor. Where an application, nomination, or other selective process is used, Princeton will use objective criteria in any selection process and will consult with RCSJ about which RCSJ students are enrolled in Princeton-accredited courses taught at RCSJ; final determinations on this matter will be made by Princeton.

In addition to teaching, Associates will advise and conduct outreach to RCSJ students in order to encourage and prepare them to transfer to four-year institutions. Advising and outreach activities will include designing and running programming focused on the value of pursuing a bachelor's degree in the liberal arts or engineering as well as building or reinforcing networks of possible transfer pathways, especially to four-year institutions with excellent student support and completion rates. Specific advising and outreach duties will be developed by consultation with the program managers at Princeton and RCSJ and may evolve over the course of the year and from year to year. In cases where Associates will exceed 15 credit or contact hours of teaching based on the courses taught, advising and outreach activities will be adjusted down slightly to keep the duty time equitable.

Depending on their summer duties as determined by Princeton, Associates who are being reappointed by Princeton for an additional academic year to participate in the Teaching Transfer Initiative, either at RCSJ or at a different community college partner campus, and who will not have teaching obligations at Princeton in the summer, may in certain circumstances be made available to teach one RCSJ summer course. Such arrangements would occur only if all parties are in agreement. If an Associate made available to teach a summer course at RCSJ has not already been reviewed and approved by RCSJ for the academic year (fall and spring semesters), RCSJ will have an opportunity to review and determine whether to approve hosting the Associate to teach a summer RCSJ course, following a similar process as described above for academic year appointments. Responsibilities of each party for a summer RCSJ course are the same as the responsibilities laid out below for academic year RCSJ courses. As with any course assignments that are part of this agreement, assignments of summer courses must be approved by the Princeton program director. Any Associate teaching a summer RCSJ course will maintain a part-time presence on RCSJ's campus, as their other summer duties will require presence on Princeton's campus.

RESPONSIBILITIES OF EACH PARTY

As part of this agreement, RCSJ agrees to the following:

- RCSJ will provide an administrative primary point of contact in the Office of the Academic Vice President. RCSJ agrees to share information about the performance of Associates with the director and administrative contacts at Princeton, who as employers of the Associates will make final determinations about ongoing employment and

reappointment.

- RCSJ will give input on the selection of the Associates, as described above.
- In consultation with the Princeton program director, RCSJ will assign appropriate RCSJ courses and course loads to the Associates. Once a department at RCSJ has agreed to host an Associate, RCSJ agrees to assign the Associate an appropriate teaching load for both fall and spring semester that allows the Associate to meet the teaching obligations of their appointment. This teaching may include courses outside of the host department if all parties are in agreement. In most cases Associates should learn of teaching assignments at least two months in advance of the start of a teaching semester. Any disagreements about assignments must involve the program managers from both RCSJ and Princeton.
- RCSJ will provide oversight of Associates' teaching of RCSJ-accredited courses. RCSJ will provide Associates who are teaching RCSJ-accredited courses with the same notices, input, guidance, supports, and opportunities for addressing and resolving any issues that RCSJ provides to its own regular faculty.
- RCSJ will provide relevant student record data that will allow Princeton to assess the program. Such data may include demographic, enrollment, completion, and assessment data for courses taught by Associates, as well as comparative data for courses not taught by Associates; persistence and transfer data for RCSJ students who are taught or advised by Associates, as well as comparative persistence and transfer data for RCSJ students who are not taught or advised by Associates; and survey and other data that may contribute to assessment of the program.
- RCSJ will provide administrative onboarding of Associates to ensure they have systems and facilities access that allows them to fulfill their duties. This includes an i.d. card, parking, and other supports that Associates require to fulfill their duties.
- RCSJ will provide appropriate office, teaching, advising, and programmatic space. In particular, each visiting faculty Associate should have access to office space at RCSJ that allows them to meet with students in one-on-one and small group formats, as needed.
- RCSJ agrees to host and provide space for Princeton-accredited courses that is appropriate for purposes of the course. Such space may include classroom as well as laboratory or other instructional space, depending on the course.
- Disability accommodations requested by RCSJ students will be assessed and determined by RCSJ in accordance with its policies. In cases where a recommended accommodation may alter an essential element of a Princeton course, RCSJ will work with Princeton on a resolution that ensures essential elements are not altered.
- RCSJ will assist in identifying RCSJ students who may enroll in Princeton-accredited courses and/or participate in other advising and programming activities that are part of this initiative. RCSJ may be called upon to make recommendations and/or nominations of students, depending on the courses taught and activities offered. RCSJ will provide Princeton and the Associates with access to relevant information, data, or systems that will enable them to make enrollment decisions based on objective criteria for Princeton-accredited courses that include a selective process.
- RCSJ will publicize Princeton-accredited courses to RCSJ students. While enrollment in Princeton-accredited courses will be run by Princeton, RCSJ agrees to give clear instructions on its own enrollment site for how RCSJ students may be eligible to enroll

in Princeton-accredited courses taught at RCSJ and the mechanisms for doing so.

- RCSJ's existing personnel and offices that work in the areas of college advising and transfer will communicate regularly with and advise the Associates and Princeton program director to ensure that programming and materials offered and produced by the Associates complements RCSJ's offerings. RCSJ will assist in the onboarding, training, and programming done by the Associates in support of the transfer mission.
- RCSJ agrees to consider Princeton-accredited courses for transfer credit to RCSJ, according to its own policies.

As part of this agreement, Princeton agrees to the following:

- Princeton will provide an administrative primary point of contact in its McGraw Center for Teaching and Learning who will serve as the director of the program and supervisor of the Associates.
- Princeton will aim to provide two Associates and may provide up to three Associates for an academic year, employed and compensated by Princeton. Associates should uphold all employment obligations of Princeton as well as all expected standards of professional conduct of RCSJ. In instances where Associates' ongoing employment may need to be reviewed, Princeton will seek input from RCSJ and will seek to resolve any issues to the satisfaction of all involved. If after participating in attempts to reach a satisfactory resolution RCSJ determines that an Associate may not continue to be present on its campus because that Associate has violated RCSJ policies, Princeton agrees to withdraw that Associate from RCSJ's campus.
- Princeton will manage enrollment for RCSJ students in Princeton-accredited courses. Neither tuition nor fees will be collected from RCSJ or RCSJ students enrolled in the Princeton courses taught at RCSJ. Books and other materials for the Princeton-accredited courses will be provided to RCSJ students at no charge. RCSJ students enrolled in Princeton-accredited courses will have access to a Princeton-issued transcript, according to normal policies within Princeton's Office of the Registrar.
- RCSJ students enrolled in Princeton-accredited courses will have access to Princeton network i.d.s that will allow them to have access to Princeton's learning management system and online library resources for purposes of Princeton coursework.
- For Princeton-accredited courses that are co-taught by RCSJ faculty approved by Princeton as visiting faculty instructors, compensation will be provided according to normal policies within Princeton's Office of the Dean of the Faculty.
- Princeton will treat confidentially any student record data shared by RCSJ for or about this program, in accordance with all relevant laws that govern student record data.
- Programming and advising for RCSJ students provided by Princeton employees as part of this program will be at no additional charge to RCSJ or RCSJ students.

GENERAL MATTERS

ACCREDITATION: Neither Princeton nor RCSJ is required to consider nor chooses to consider the other a satellite campus for accreditation purposes.

PROMOTION AND USE OF NAMES: Promotion of the program will occur in ways agreed upon by both parties. Neither party will issue any statement about this MOU without first consulting the other party. Each party will use the name, brand, trademark, logo, or symbol of the other in relation to this program only with the explicit agreement of the other.

LIABILITY: Each party agrees to indemnify, defend, and hold harmless the other party and its respective trustees, officers, employees, agents and representatives against and from any and all third-party claims, liability, cost, damage and expense, including, but not limited to, reasonable and necessary attorney fees and court costs of any kind whatsoever arising from the indemnifying party's negligent or willful acts or omissions or breach of this MOU.

COOPERATION: The parties will cooperate with each other in connection with the responsibilities outlined in this MOU, including: (a) carrying out their respective obligations on a timely basis; (b) keeping each other advised about potential issues; (c) promptly responding to communications from one another; (d) meeting as agreed, to discuss program planning, execution, and outcomes; (e) working in good faith to resolve problems; and (f) providing one another with information and documents as may be appropriate in connection with program activities.

COMPLIANCE WITH LAWS: The parties agree to comply with all federal, state and local laws that are applicable to the activities carried out under this MOU.

EQUAL OPPORTUNITY: The parties subscribe to a policy of equal opportunity. Neither party shall discriminate on the basis of race, gender, gender identity, religion, national origin, marital status, sexual orientation, disability, or on the basis of any other protected category recognized under applicable laws.

NON-EXCLUSIVE NATURE OF THE AGREEMENT: The parties hereby acknowledge that nothing in this MOU is intended nor should be construed as:

- a. obligating either party to enter into any other type of contract or commitment;
- b. creating an exclusive arrangement between the parties;
- c. preventing either party from carrying out individually, or in cooperation with a third party, the activities proposed in this MOU.

NO THIRD PARTY BENEFICIARY RIGHTS. This Agreement is not intended to and shall not be construed to give any third party any interest or rights (including, without limitation, any third party beneficiary rights) with respect to or in connection with any agreement or provision contained herein or contemplated hereby.

ENTIRE AGREEMENT: This MOU, together with any attachments and amendments, expresses the final, complete, and exclusive agreement, and supersedes any and all prior or contemporaneous written and oral agreements, negotiations, communications, or course of dealing between the parties relating to its subject matter. This MOU may be amended only in writing signed by the appropriate representatives of both parties. This

MOU may not be assigned by one party without the prior written consent of the other party.

CONFIDENTIALITY. The parties agree to keep financial, personnel, personally identifiable and legal information shared between them strictly confidential. No such information can be released by either party without the express permission of both parties, unless the release of such information is legally required, in which case, to the extent permissible, the releasing party will provide the other party with advance notice so that it can have the opportunity to challenge the release of the information.

TERMINATION AND CONTINUATION: Either party can terminate this MOU with advance notice of at least four months. Once an academic year has begun, the expectation is that both parties will work to ensure that all course, advising, and programming activities associated with this MOU will continue for that entire academic year. Renewal of the program from year to year is automatic unless the agreement is terminated.

BINDING OBLIGATIONS. Other than as specifically stated in this MOU, this MOU is not intended to create any further legally binding obligations on either party under United States or State of New Jersey Law. Nothing in this MOU or otherwise connected to the collaboration of the parties creates or is intended to create an employment relationship, partnership, joint venture, agency, or trust.

GOVERNING LAW: This MOU shall be governed, construed and interpreted in accordance with the laws of the State of New Jersey. The parties shall work in good faith to amicably resolve any disputes arising out of this MOU. If those efforts fail, the parties may explore mediation with an agreed upon mediator(s). Any legal action involving this MOU or the parties' conduct under this MOU shall be adjudicated in Mercer County, New Jersey.

The undersigned agree to this MOU as described above.

Princeton University Representatives:

Cole M. Crittenden, Vice Provost for Academic Affairs

Date: _____

Sarah Schwarz, Director of the Program for Community College Engagement in the McGraw Center for Teaching and Learning

Date: _____

Rowan College of South Jersey Representative:

Brenden Rickards, Interim President and Vice President for Academic Affairs

Date: _____



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF UP TO THREE MILLION DOLLARS IN GRANT FUNDING UNDER THE U.S. DEPARTMENT OF EDUCATION TITLE V: DEVELOPING HISPANIC-SERVING INSTITUTIONS PROGRAM

WHEREAS, Rowan College of South Jersey (RCSJ) is committed to advancing educational equity, access, student success, and workforce development; and

WHEREAS, the Cumberland Campus of RCSJ has been designated as a Hispanic-Serving Institution (HSI), as defined by federal guidelines, due to its significant enrollment of Hispanic and Latino students; and

WHEREAS, the United States Department of Education administers the **Title V: Developing Hispanic-Serving Institutions Program**, a competitive grant program designed to expand educational opportunities and improve the academic attainment of Hispanic students and to enhance the capacity of HSIs to serve these students; and

WHEREAS, the Cumberland Campus of Rowan College of South Jersey seeks authorization from the Board of Trustees to apply for and, if awarded, accept and administer these funds in accordance with all federal and institutional policies.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of up to \$3 million in grant funding through the U.S. Department of Education for Title V programming.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE
OF UP TO \$5,300 FROM THE GLOUCESTER COUNTY DIVISION OF SENIOR
SERVICES IN SUPPORT OF THE VOLUNTEER EDUCATION PROGRAM**

WHEREAS, the Career and Technical Education Division is requesting approval from the Rowan College of South Jersey Board of Trustees to apply for up to \$5,300 in funding from the Gloucester County Division of Senior Services; and

WHEREAS, authorization is needed to apply for, and upon award, accept this funding for the period of January 1, 2026, to December 31, 2026; and

WHEREAS, funds will be used to provide structured classes, lectures, or seminars which provide older people, aged 60 or older, and/or their caregivers with opportunities to acquire knowledge and skills suited to their interests.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the approval of the resolution for the Career and Technical Education Division to apply for and accept up to \$5,300 in funding from the Gloucester County Division of Senior Services in support of the Volunteer Education Program for the period of January 1, 2026 to December 31, 2026.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND UPON
AWARD, ACCEPT FUNDING FROM THE COUNTY OF BURLINGTON FOR
THE PROVIDER OF OCCUPATIONAL AND EDUCATIONAL TRAINING
SERVICES TO INDIVIDUALS THROUGH WORKFORCE INNOVATIONAL
OPPORTUNITY ACT (WIOA) AND WORK FIRST NEW JERSEY (WFNJ)
BEGINNING JULY 1, 2025 THROUGH JUNE 30, 2027**

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to apply and upon award, accept funding from County of Burlington for Rowan College of South Jersey (RCSJ) to serve as a provider of Occupational and Educational services; and

WHEREAS, the period of the contract will begin July 1, 2025 through June 30, 2027; and

WHEREAS, this program is to allow the County of Burlington to continue to refer appropriate candidates to RCSJ for the provision of educational and/or occupational training services 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; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes RCSJ to accept and sign the contract between the County of Burlington and RCSJ as a provider of Occupational and Educational services.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held July 29, 2025.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





Board of Trustees Policy Synopsis

New Policy:

3202 Conflict of Interest

Background for policy development:

The policy has been developed to protect the credibility and integrity of all investigators involved in research thereby preserving the trust and confidence of the public in all sponsored activities undertaken by the College regardless of the funding source.

6006 Third-Party Provider

Background for policy development:

The policy has been developed to ensure the quality, ethics, integrity, and transparency of all activities conducted in the name of RCSJ, including services and educational programming delivered by third-party providers.

Revised Policies:

3105 Graduation Variance

Background for policy development:

The policy was revised to provide current terminology and practices related to the ERP implementation process.

3107 Multiple Degrees

Background for policy development:

The policy and AP were revised to provide current terminology and practices related to the ERP implementation process.

5201 Naming Buildings, Educational Spaces, Classroom, Meeting and Public Spaces, and Other Assets

Background for policy revision:

The policy was revised to change the scope to Gloucester Campus only since Cumberland Campus buildings are the property of the County of Cumberland.

8207 Transfer and Reverse Transfer Students

Background for policy revision:

The policy was revised to change a transfer grade from C- to C.



Rowan College of South Jersey

NEW

Policy: 3202
Title: **FINANCIAL CONFLICT OF INTEREST (FCOI) IN RESEARCH**
Area: Academic Services
Approved: TBD

The Rowan College of South Jersey (“RCSJ” or “College”) Board of Trustees strives to establish a culture where all mission-related research is encouraged and conducted by faculty, staff, students or other investigators free from bias and personal gain. This policy is designed to protect the credibility and integrity of all investigators involved in research thereby preserving the trust and confidence of the public in all sponsored activities undertaken by the College regardless of the funding source.

RCSJ has established safeguards to prevent employees, collaborators, subcontractors, subrecipients, and visiting scientists from using their positions for purposes that are, or give the appearance of, being motivated by a desire for financial gain or other personal interest. Significant financial and personal interests are not limited to salaries and payments. It can also include any interest held by the investigator, and the investigator’s immediate family, in a business entity (company, corporation, or other enterprise) whose financial interest might reasonably appear to be affected by such activities. It can also include conflicts of commitment or foreign entities and/or governments support, either non-financial or financial, where there is an obligation by the researcher to commit time and effort to another entity or the researcher is sharing information inappropriately or in a manner that allows the research data and information to be captured and taken by a foreign entity or government. Avoiding conflicts, or perception of conflicts, ensures public trust in the College's use of public funds and scientific integrity.

RCSJ utilizes a Conflict of Interest (“COI”)/Significant Financial Interest (“SFI”) disclosure form to facilitate compliance with federal and state laws and regulations, as well as the requirements of private research funders. RCSJ requires that the disclosure of conflicts of interest, significant financial interests, and other support of research (especially foreign) be reported to the institution for review. When an individual researcher is unclear whether a particular interest requires disclosure, the guiding principle is to “err on the side of transparency”, and therefore to disclose. The determination of an SFI is critical for identifying potential conflicts. The RCSJ management team will review all disclosure forms before approving participation in any research project.

RCSJ has the ultimate responsibility for reviewing financial disclosures, determining the existence of any Financial Conflict of interest (FCOI), and implementing sanctions where appropriate including terminating the grant, the researcher’s participation, the researcher’s employment (if an employee), or any combination thereof.



**Rowan College
of South Jersey**

NEW

Policy: 6006
Title: **THIRD-PARTY PROVIDERS**
Area: Finance
Approved: TBD

Rowan College of South Jersey ("RCSJ" or "College") is responsible for ensuring the quality, ethics, integrity, and transparency of all activities conducted in its name, including services and educational programming delivered by third-party providers ("TPP"). RCSJ is committed to the thorough review of the quality and integrity of institutional services and programs delivered through partnerships with a TPP.

The President will have administrative procedures developed to further define, outline, and implement RCSJ's expectation for its work with a TPP.

References:

Rowan College of South Jersey Administrative Procedures, *6001 Accounts Payable*



**Rowan College
of South Jersey**

REVISE

Policy: 3105
Title: **GRADUATION VARIANCE**
Area: Academic Services
Approved: 07/01/19, 03/21/23
Revised: TBD

The College recognizes students may have a sufficient and compelling reason to request a substitution of a degree requirement with a course outside of their prescribed program.

To this end, the President will establish administrative procedures for students to petition the College for the course substitution through the use of the ~~Graduation Variance Request~~ Program Version Variance Form.

References:

Rowan College of South Jersey Administrative Procedure, *3105 Graduation Variance*



**Rowan College
of South Jersey**

REVISE

Policy: 3107
Title: **MULTIPLE DEGREES**
Area: Academic Services
Approved: 07/01/19, 03/21/23
Revised: TBD

The College recognizes that students may choose to pursue multiple certifications and/or degrees from the College. To be eligible to receive an additional certificate and/or degree, students must ~~file a petition~~ submit a Program Version Change Form with the Office of Advisement.

The President will direct the development of administrative procedures to further define the process associated with this policy.

References:

Rowan College of South Jersey Administrative Procedure, *3107 Multiple Degrees*



**Rowan College
of South Jersey**

REVISE

Policy: 5201
Title: **NAMING BUILDINGS, EDUCATIONAL SPACES, CLASSROOMS,
MEETING AND PUBLIC SPACES, AND OTHER ASSETS =
GLOUCESTER CAMPUS ONLY**

Area: Facilities

Approved: 07/01/19

Revised: TBD

The naming or renaming of buildings, educational spaces, classrooms, meeting and other public spaces, and other assets for individuals or groups who have made significant contributions to society and the College is an honored tradition of higher education.

Naming opportunities may be granted in recognition of distinction and/or in recognition of financial support. The process for reviewing recommendations for naming or renaming College buildings, educational spaces, classrooms, meeting and public spaces, and or other assets will involve careful consideration and will be detailed in administrative procedure, *5201 Naming Buildings, Educational Spaces, Classrooms, Meeting and Public Spaces, and Other Assets*.

The Board has the final responsibility for naming and/or renaming of any buildings, educational spaces, classrooms, meeting and public spaces, and other assets owned or under control of the College. The naming of any buildings, educational spaces, classrooms, meeting and public spaces, and other assets must be approved by two-thirds vote of the Board.

This policy is applicable to the Gloucester campus only.

Administrative procedures will be developed for the implementation of this policy.

References:

Rowan College of South Jersey Administrative Procedure, *5201 Naming Buildings, Educational Spaces, Meeting and Public Spaces, and Other Assets – Gloucester Campus Only*

Policy: 5201 Naming Buildings, Educational Spaces, Classrooms, Meeting and Public Spaces, and Other Assets – Gloucester Campus Only

P_5201_Naming_Buildings 2025 06 24 Rev SE CM FK



Rowan College of South Jersey

REVISE

Policy: 8207
 Title: **TRANSFER AND REVERSE TRANSFER STUDENTS**
 Area: Student Services
 Approved: 07/01/19, 07/13/21, 06/14/22
Revised: TBD

Transfer Students

Students who attend other colleges or universities or take college-level courses before attending Rowan College of South Jersey are considered transfer students. Transfer students follow the same application procedures as first-time college applicants.

Transfer Credits are awarded by the College evaluator based on applicability to the transfer student's program of study and include:

- prior learning assessment;
- course grade of Pass or "C" "C" or higher;
- course level 100 (college-level) or above;
- courses taken at US Department of Education or CHEA member accredited institutions;
- credit by examinations (such as AP, CLEP, DSST);
- credits granted by the American Council on Education (ACE);
- military service training; and/or
- course evaluations based on attendance at international institutions.

Please note: Additional restrictions apply to the Selective Admissions Allied Health and Automotive programs with regard to accepted time limits, grades, and online delivery methods that may restrict credit transfer. Please refer to each program's application packet found on the College website for detailed information.

Transfer students in any program who would like to have their prior college credits reviewed may do so by following the administrative procedure (see administrative procedure *8207 Transfer and Reverse Transfer Students*).

Reverse Transfer Students

The Board of Trustees, effective with the adoption of this policy, will grant an associate degree via completion of the Reverse Transfer Agreement (RTA) and confirmation of completion of degree requirements via credit transfer as determined by the College evaluator.

The purpose of the RTA is to award an associate degree to students who previously attended this College and subsequently fulfilled the associate degree requirements while attending another college or university.

An associate degree via the RTA will be awarded to students who:

- Earn a combined minimum of 60 credits between this College and another college or university that meet the program requirements for the associate degree; and
- Complete a minimum of 30 credits at this College while maintaining a 2.000 cumulative Grade Point Average (GPA).

The President will have administrative procedures developed.

References:

Rowan College of South Jersey Administrative Procedure, *8207 Transfer and Reverse Transfer Students*