

RowanCollege

of **SOUTH JERSEY**

BOARD OF TRUSTEES MEETING - GLOUCESTER CAMPUS

REGULAR SESSION MINUTES

March 31, 2026

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:30 p.m. held in-person on the Gloucester Campus.

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 March 9, 2026, 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. Danielle Carroll
Mr. Gene Concordia
Dr. Edward Geletka
Mr. Greg Lopergolo
Ms. Jodi Trivellini
Dr. Warren Wallace
Mr. Douglas Wills, Esq
Dr. Brenden Rickards, President, Ex-Officio

Members Absent:

Honorable Christine Allen-Jackson, JSC.
Ms. Jennica Bileci
Mr. Robert Bumpus

Advisor Present:

Mr. Chris Gibson, Esq.
Mr. Michael DiPiero

Chair Gene Concordia welcomed the SGA President Jeffrey Corliss, as well as everyone else present for the meeting.

PRESIDENT'S REPORT

For the President's report, Dr. Rickards provided a presentation titled, *President's Budget Report: Fiscal Year 2027*. (report attached).

ACCEPTANCE OF MINUTES

February 17, 2026, Regular & Closed Meeting minutes were approved as published.

FINANCE

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the financial statements.
Informational Item: Separate RCSJ Gloucester & Cumberland Campus Financial Statements for the month ending February 28, 2026.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Lopergolo, approving the following items 1 through 3. (resolutions attached)

1. Proposed: RCSJ - Gloucester County FY2027 Capital Budget
2. Proposed: RCSJ - Cumberland County FY2027 Capital Budget
3. RCSJ FY2026 Revised Tuition & Fee Schedule

PLANNING/FACILITIES

Report Summary: **Nick Burzichelli**, Exec. VP, COO & CFO presented the Campus Safety report and went over the resolutions below, highlighting items 4 and 7. All resolutions have been reviewed by Board committee.

Informational Item: Campus Safety Crime Statistics Report - Rowan College of South Jersey Campus Safety Crime Statistics for February 2026 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Lopergolo, approving the following items 1 through 6. (resolutions attached)

Purchase Contract: Aspire

1. Agreement: Elevate Healthcare
2. Agreement: Financial Aid Services LLC
3. Agreement: Ferrelli - ERP Project Management Consulting Services
4. Purchase Agreement: OPTIV
5. Change Order #1: Solutionz (Rowan-Virtua)
6. Change Order #1 Arthur J. Orgen Inc. (Rowan-Virtua)

ACADEMIC SERVICES

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

On the recommendation of the President, Trustee Carroll made a motion, seconded by Trustee Abele, approving the following items 1 through 3: (resolutions attached)

1. Revised Academic Calendar: Fall 2026 - Summer 2027
2. Revised Academic Calendar: Fall 2027 - Summer 2028
3. Agreement: RCSJ and Chamber of Commerce of Southern New Jersey (CCSNJ)
4. Apply and accept funding: GC Work First New Jersey programming
5. Apply & accept funding: Holly City Development Corporation-Clay College Community Workshop series
6. Perkins CTE Budget Amendment - RCSJ-Cumberland
7. Perkins CTE Budget Amendment-RCSJ-Gloucester

POLICY

Report Summary: Sandy Evans, Executive Director, President's Office presented the policies for approval.

On the recommendation of the President, Trustee Geletka made a motion, seconded by Trustee Trivellini, approving the following items 1 through 3: (attached)

1. Reaffirmed Policy
 - 1005 Trustee Orientation and Development
2. Revised Policies:
 - 1001 By-Laws of the Board of Trustees
 - 3103 Degree and Certificate Requirement
 - 3107 Multiple Degrees and Certificates
 - 3301 Academic Progress, Probation and Leave
 - 4003 Digital Learning Materials
3. Rescinded Policy:
 - 3013 Digital Learning Materials

STUDENT SERVICES

Judy Atkinson, Vice President, Chief Student Affairs Officer, Student Services talked about the successes of RCSJ's PTK Chapters and announced that RCSJ Phi Theta Kappa (PTK) Chapters at both the Gloucester and Cumberland campuses have been named 2025 REACH Chapters and were recognized recently for their excellence in membership development. She also noted that the RCSJ PTK chapters, Alpha Psi Pi (Gloucester Campus) and Rho Gamma (Cumberland Campus), were also recognized as Five Star Chapters for their efforts toward maintaining student engagement.

STUDENT GOVERNMENT ASSOCIATION (SGA)

Jeffrey Corliss, President, provided the following notes:

Winter recap

Quiet season

Cold weather + days off impacted engagement

Students mostly did the minimum

Transition to now

Back in full swing

Already past spring break

Cashless payment system

Needs to come back to the front burner

Revisit original proposal

Not likely ready for graduation sales

Goal: plan in place for next school year

School monitors

Many not being used

Missed opportunity for communication + student engagement

Meetings/ upcoming

MSR accreditation

Randee Davidson speaking Thursday

Events & student life

Working with Campus Life on Spring Fling

Looking ahead to Class of 2026 graduation

BRANCH CAMPUS

Dr. Jim Piccone, Vice President/CAO (Notes provided by Dr. Piccone)

MSCHE

RCSJ's Self-Study Team Report Verification was submitted on March 16, 2026. We reviewed the MSCHE Team Report presented on the final day of the site visit to confirm that both the self-study process and the final report were accurate and aligned with accreditation standards. Only a few minor revisions were required.

The Institutional Response Letter was submitted on March 30, 2026. This formal document outlines RCSJ's response to the recommendations in the MSCHE evaluation team's report and details the actions taken or planned to ensure continued compliance with accreditation standards.

The next step is a review by the MSCHE Commission at its June 24, 2026, meeting. The Commission will evaluate the self-study report, the evaluation team's findings, and the institution's response letter. RCSJ will be notified of the Commission's decision within a few weeks following the meeting.

ROWAN COLLEGE FOUNDATION

Cody Miller, Executive Director, Advancement & Foundation, reminded everyone of the Foundation's annual Blue & Gold Gala on Thursday, April 16, 2026, at The Grove at Centerton. The event begins at 6:00 p.m. He indicated that at the Gala there will be a surprise announcement, but you will need to come to find out. Mr. Miller was not going to tell anyone what it was.

CLOSED SESSION

A Closed Session announcement was read that the Board would go into closed session following the reading of the closed session resolution. Board action will occur after the closed session and before the regular meeting's adjournment. If the Public wishes to stay, you are asked to leave the room and move to the mezzanine, away from the meeting room's doors and would be notified when to return for the balance of the regular meeting. Meg Resue then read the resolution to go into to Closed Session.

At 7:09 p.m., Trustee Wills made a motion, seconded by Trustee Abele, to approve the resolution to go into a Closed Session. The motion was unanimously approved. The Public vacated the area to the mezzanine as directed.

At 7:42 p.m. Trustee Wills made a motion, seconded by Trustee Abele to adjourn the Closed Session and return to the Regular Session.

PUBLIC PORTION

Chair Concordia asked Public comment. No comments were received.

PERSONNEL - **Nick Burzichelli**, Exec. VP, COO & CFO reviewed the recommendations prior to Board action.

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

- 1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

On the recommendation of the President, Trustee Lopergolo made a motion, seconded by Trustee Wallace, approving the following item 2, via roll call vote. (resolution attached)

- 2. Extraordinary Fiscal Reduction-in-Force Plan

NAME	Y	N	A	NAME	Y	N	A
Ms. Abele	X			Mr. Lopergolo	X		
Ms. Carroll	X			Jodi Trivellini	X		
Mr. Concordia	X			Dr. Wallace	X		
Dr. Geletka	X			Mr. Wills, Esq.	X		

ADJOURNMENT

At 7:46 p.m., Trustee Wills made a motion, seconded by Trustee Abele to adjourn the Regular meeting.

Respectfully submitted,



Lita M. Abele, Secretary

Notes taken by Meg Resue

Rowan College

of SOUTH JERSEY

RCSJ BOARD OF TRUSTEES CLOSED SESSION MINUTES

March 31, 2026

At 7:09 p.m., Trustee Wills made a motion, seconded by Trustee Abele, to approve the resolution to go into a Closed Session. The motion was unanimously approved. The Public vacated the Gloucester Campus Cafeteria Annex as directed.

Members Present:

Ms. Lita Abele
 Ms. Danielle Carroll
 Mr. Gene Concordia
 Dr. Edward Geletka
 Mr. Greg Lopergolo
 Ms. Jodi Trivellini
 Dr. Warren Wallace
 Mr. Douglas Wills, Esq.
 Dr. Brenden Rickards, President, Ex-Officio

Members Absent:

Honorable Christine Allen-Jackson, JSC
 Ms. Jennica Bileci
 Mr. Robert Bumpus

Advisor Present:

Mr. Chris Gibson, Esq.
 Mr. Michael DiPiero

Personnel matters were discussed.

At 7:42 p.m., Trustee Wills made a motion, seconded by Trustee Abele, unanimously approving to end the Closed Session and return to the Regular Meeting.

Respectfully submitted,


 Lita M. Abele, Secretary

Notes taken by Meg Resue

ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 28, 2026

	2/28/2026		
	Budget Amount	Unaudited Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 17,781,208	\$ 15,183,526	\$ (2,597,682)
Police Academy - Tuition	107,670	52,845	(54,825)
Fire Academy - Tuition	170,000	133,655	(36,345)
Continuing Education	900,000	745,488	(154,512)
Fees	10,458,299	8,339,150	(2,119,149)
Out of County (Charge back)	38,229		(38,229)
Government Appropriations			
State	6,888,508	4,696,225	(2,192,283)
Police Academy - State Funding	60,000	40,905	(19,095)
Fire Academy - State Funding	9,430	6,429	(3,001)
Continuing Ed - State Funding	107,168	73,062	(34,106)
Act - State Funding	87,500	59,653	(27,847)
County	8,218,993	6,425,686	(1,793,307)
EDC - County Funding	275,000	140,250	(134,750)
Rowan Medicine - County Funding	75,000	38,250	(36,750)
Police Academy - County Funding	132,245	67,445	(64,800)
Fire Academy - County Funding	193,000	98,430	(94,570)
ACT Center - County Funding	205,762	104,939	(100,823)
Other Revenues	1,656,000	330,066	(1,325,934)
Auxiliary Enterprises	370,300	125,635	(244,665)
Drawdown from Unrestricted Fund Balance	-		-
Total Operating Revenues	\$ 47,734,312	\$ 36,661,638	\$ (11,072,674)
Current Operating Expenditures			
Personnel	\$ 28,936,243	\$ 19,322,446	\$ 9,613,797
Benefits	11,118,705	8,160,708	2,957,997
Expenses	7,134,132	5,444,637	1,689,494
Debt Service	63,900	49,105	14,795
Retiree Benefits	440,037	348,868	91,169
Auxiliary Enterprises	41,296	10,213	31,083
Total Operating Expenditures	\$ 47,734,312	\$ 33,335,977	\$ 14,398,335

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING FEBRUARY 28, 2026

	2/28/2026		
	Budget Amount	Unaudited Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 7,742,046	\$ 7,903,212	\$ 161,166
Continuing Education	972,500	920,314	(52,186)
Fees	4,668,499	4,450,431	(218,068)
Out of County (Charge back)	50,000	-	(50,000)
Government Appropriations			
State	4,257,765	2,670,427	(1,587,338)
County	7,000,000	5,087,500	(1,912,500)
Other Revenues	480,000	183,150	(296,850)
Auxiliary Enterprises	341,620	261,239	(80,381)
	-	-	-
Drawdown from Unrestricted Fund Balance	-	-	-
Total Revenues	\$ 25,512,430	\$ 21,476,273	\$ (4,036,157)
Current Operating Expenditures			
Personnel	13,930,805	8,890,292	5,040,513
Benefits	4,554,388	3,736,656	817,732
Expenses	6,964,217	3,402,814	3,561,403
Debt Service	\$ 24,045	21,045	\$ 3,000
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 38,975	-	\$ 38,975
Total Operating Expenditures	\$ 25,512,430	\$ 16,050,807	\$ 9,461,623



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2027 CAPITAL BUDGET

WHEREAS, Rowan College of South Jersey – Gloucester Campus has a need for a FY2027 capital budget, and

WHEREAS, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

WHEREAS, Rowan College of South Jersey – Gloucester Campus will use the \$4,770,529 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 31st day of March, 2026 that the Rowan College of South Jersey – Gloucester Campus Fiscal Year 2027 capital budget has been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
1400 TANYARD ROAD
SEWELL, NJ 08080**

**PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR
JULY 1, 2026 to JUNE 30, 2027**

	<u>Capital Appropriations for School Year 2026-2027</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$2,385,264.50
Anticipated State Reimbursement of Bond Principal	<u>2,385,264.50</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$4,770,529.00</u>
 <u>CAPITAL USES</u>	
Various building and infrastructure renovations and repairs	<u>\$4,770,529.00</u>
TOTAL CAPITAL USES	<u>\$4,770,529.00</u>



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2027 CAPITAL BUDGET

WHEREAS, Rowan College of South Jersey – Cumberland Campus has a need for a FY2027 capital budget, and

WHEREAS, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and Rowan College South Jersey—Cumberland Campus; and

WHEREAS, Rowan College of South Jersey – Cumberland Campus will use the \$4,235,862 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 31st day of March, 2026 that the Rowan College of South Jersey – Cumberland Campus Fiscal Year 2027 capital budget has been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
3322 COLLEGE DRIVE
VINELAND, NJ 08360

PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR
JULY 1, 2026 to JUNE 30, 2027

	<u>Capital Appropriations for School Year 2026-2027</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$2,117,931.00
Anticipated State Reimbursement of Bond Principal	<u>2,117,931.00</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$4,235,862.00</u>
<u>CAPITAL USES</u>	
Various building and infrastructure renovations and repairs	<u>\$4,235,862.00</u>
TOTAL CAPITAL USES	<u>\$4,235,862.00</u>



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY FISCAL YEAR 2026 REVISED TUITION AND FEE SCHEDULE.

WHEREAS, Rowan College of South Jersey has a need to revise the tuition and fee schedule for the Fiscal Year 2026 that was revised and approved by the Board of Trustees on September 16th, 2025, and

WHEREAS, there is a need to update and revise the Payment Plan Fee;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 31st day of March 2026 that the revised Fiscal Year 2026 tuition and fees schedule had been approved.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



ROWAN COLLEGE OF SOUTH JERSEY

TUITION AND FEES SCHEDULE (CONT'D)

(Effective for Spring 2026 Classes)

1. Tuition

Gloucester and Cumberland County Residents	\$146.00	per credit
Out-of-County Residents ¹	174.00	per credit
Rowan Partnerships Online	200.00	per credit
High School Option (HSOP) (no course fees for an unlimited # of courses)	75.00	per credit
High School Dual Credit (*High School courses taught by approved high school faculty.)	50.00	per credit*
Partnership Agreements (discount applies only to tuition and per credit fees)	33-50% Discount	
Senior Citizen Discount (discount applies only to tuition, no limit on number of courses)	100% Discount	
Military Students	146.00	per credit†

2. Per Credit Fees

Admin Systems Fee	\$2.00	per credit
General Service Fee	47.00	per credit
Capital Construction Fee	\$2.00	per credit
First Day Complete	23.00	per credit

3. Program Fees

Nursing, Health Professions, Dental & Radiography Fee is applied per semester - for students enrolled in Nursing, Health Professions, Dental & Radiography	\$2,000.00	
Auto Tech Fee is applied per semester - beginning second academic term for students enrolled in Automotive Technology	\$1,500.00	
Vet Tech Fee is applied per semester beginning second academic term for students enrolled in Veterinary Technology	\$1,500.00	

4. Refund Schedule – approved withdrawals only

Full-term course Prior to and during the first week of classes	100% refund	
Full-term Course After the first full week of classes	0% refund	
Accelerated Courses See Admin Procedure 6210 for the refund schedule		

° Fee subject to change

□ Cost pass through

§ Cost pass through plus \$30 administration

¹ Out-of-county students must apply for a Certificate of Residence (charge-back) from their home county as required by State Statute 18A:64A-23; 18A:64B-4.

² The NJVCC Online course fee is an estimate for informational purposes only. The actual rate is set by the Council of County Colleges.

^a Processing and administering of all standardized tests are charged for the actual cost to purchase the test (approximately \$30 to \$50 per test) plus \$25 fee to administer the test.

⁺ The NET is NOT required for applicants to Rowan College's Nursing program. Rowan College is NET testing site for other Nursing programs.

† Rowan College is a participating institution in the GOLD System.

^{*} These course fees are in accordance with programs listed in the Academic Catalog.
(Reference Board policy 6011)

5. Course Fees

Fees are applied to courses according to the following categories. Please check the course description section to see which fees apply to your selected course(s).

A. Computer Laboratory	25.00	
B. Art (some courses), Civil Engineering, Drafting, Computer Graphic Arts	40.00*	
C. Automotive Technology, Science	95.00	
D. Materials Fee – BIOL 215, BIOL 221	165.00	
G. Lab Fee – 1 Contact	146.00*	
H. Lab Fee – 2 Contacts	292.00*	
I. Lab Fee – 3 Contacts	438.00*	
J. DMSI 106, 120, 210, 221, 255	50.00*	
K. Curriculum Review Fee	425.00*	
O. Online Technology Fee	75.00	
Q. Quickbooks – BUSN 207	150.00*	
W. BIOL 212 (Wetlands Institute)	250.00*	
Y. Honors Research – BIOL 230	200.00*	

6. Additional Fees

Graduation Petition Fee	65.00	
Late Payment Fee	30.00	
Payment Plan Fee	50.00	
Credit Card Processing Fee	2.99%	per transaction
Returned Check Fee	□ plus 30.00	
Stop and Reissue Check Fee	□ plus 30.00	
Reissue Check Fee	□ plus 30.00	
Reissue NMTI Badge Fee	□	
ID card Replacement Fee	10.00	
CPR Card Fee	25.00	
ACT (Residual) Exam°		
LEXIS-NEXIS Annual Fee°	□	
CCMA Phlebotomy, EKG and Medical Assistant Fees°	□	
Nurse Entrance Test (NET) Fee ^{o+a}	\$	
Nursing and PTA HESI Admission Assessment Exam Fee ^{o+a} (per test)	\$	
Nursing HESI Exit Exam (NURS 245) Fee ^{o+a} (per test)	\$	
PTA Exit Exam Fee (PTAS 240)	125.00	per test
Radiography Exit Exam Fee (RADT 205)	125.00	per test
Radiography Review Course Fee (RADT 205)	300.00	per student
Practical Nursing Exit Exam Fee (PRAC 140)	81.00	per student
Practical Nursing Review Course Fee (PRAC 140)	600.00	per student
CLEP/DSST Fees – Test Administration Fee Examination Fee	25.00	per exam
Other Standardized Tests Fee	\$	
Liability Insurance (Nursing and Health Professions students only)	□	
Library Membership Fee – Non-student County Residents**	10.00	per annum
Transcripts (processing options)	5.00	plus □ per standard (3-5 business days)
	10.00	plus □ per expedited (next business day)
	25.00	per same day
Replacement Diploma Fee	35.00	
Portfolio Assessment Prior Learning	125.00	
Laptop cost pass-through	600-800	

ROWAN COLLEGE OF SOUTH JERSEY
TUITION AND FEES SCHEDULE (CONT'D)
(Effective for Spring 2026 Classes)

7. *Print Management Fees*

(in excess of free copies allotted per semester)

Black Ink	\$0.07	Per page
Color Ink	\$0.22	Per page

8. *Library Fines*

Fines	\$0.25 per day/per item	\$10 maximum per item
Replacement	Cost of the item, plus \$5 processing fee	
Withdrawn Item (item not being replaced)	Cost of the item	

9. *Office of Student Affairs Fines*

Violation Type	First Violation	Second Violation	Third Violation
Alcohol Related	\$50 Fine	\$100 Fine	\$150 Fine
Illegal Drug Related*	\$100 Fine	\$200 Fine	
Other Violations (includes obstruction/disruption, failure to comply, and safety-related violations)	\$50 Fine	\$100 Fine	\$150 Fine

* For violations dealing with the manufacturing, sale, purchase or distribution of illegal drugs or controlled substances all first time violations may result in expulsion.

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: March 2nd, 2026
SUBJECT: Clery Crimes for the month of February 2026

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 TO AUTHORIZE CONTRACT BETWEEN ASPIRE AND
ROWAN COLLAGE OF SOUTH JERSEY**

WHEREAS, Rowan College of South Jersey, pursuant to 18A: 64A-25.9A, may by resolution and without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services, or equipment pursuant to a contract or contracts for such materials, supplies, goods, services, or equipment entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with New Jersey State Contract Vendor, Aspire, 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 has provided quote ATPQ71161R-01 based on New Jersey State Contract 21-TELE-01506 and NASPO contract AR3227, in the amount of \$72,392.70 for hardware, software, installation and support; and

WHEREAS, the financial obligation will be paid from County of Gloucester bond 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 Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase hardware, software, installation and support as per quote ATPQ71161R-01 from Aspire based on New Jersey State Contract 21-TELE-01506 and NASPO contract AR3227 in the amount of \$72,392.70.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN ELEVATE HEALTHCARE 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, Elevate Healthcare, 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 # 011822-CAE; and

WHEREAS, the college will purchase manikins, associated hardware/software, warranty and training from Elevate Healthcare as per quote number Q-101985-2 in the amount of \$229,115 using Sourcewell contract 011822-CAE; and

WHEREAS, the financial obligation will be paid from Rowan University and County of Gloucester; 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 entering into an agreement with Elevate Healthcare in the amount of \$229,115 to provide nursing manikins, associated hardware/software, warranty and training.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR ERP PROJECT MANAGEMENT PROFESSIONAL
CONSULTING SERVICES**

WHEREAS, RCSJ entered a contract with Anthology Inc., (a/k/a Campus Management Corp) on July 1, 2021 to merge the Cumberland campus Ellucian Colleague, enterprise resources planning (ERP) software and the Gloucester campus Ellucian Banner ERP into Anthology ERP serving both campuses; and

WHEREAS, the provisions of County Contract Law, specifically 18A:64A-25.5 (15), allows for the award of non-fair and open contracts in excess of the bid threshold for "Professional consulting services"; and

WHEREAS, the College deemed it prudent after experiencing all of the above mentioned delays to contract with the Ferrilli, a higher education technology service company founded in 2002, on July 3, 2024, to "perform an assessment and evaluation of current processes across RCSJ to examine both its current implementation state and future needs relating to configuration, business process, change management, documentation, training activities and or external support"; and

WHEREAS, the college administration has determined that Ferrilli has all the necessary skills and knowledge of all three (3) ERP's and can perform the necessary professional consulting services on a timely basis; and

WHEREAS, on September 17, 2024 the board approved an agreement with Ferrilli in the estimated amount of \$1,008,000 for consulting and professional services related to the implementation of the Anthology ERP. On June 17, 2025 the board approved an extension of the agreement with Ferrilli in the estimated amount of \$172,800 and on October 21, 2025 the board approved a second contract extension in the amount of \$388,800 for consulting and professional services related to the implementation of the Anthology ERP. On December 16th 2025 the board approved third contract extension adding \$417,600 for consulting and professional services bringing the total contract cost to 1,958,400; and

WHEREAS, administration has determined that a fourth contract extension is needed to complete the Anthology ERP implementation for an estimated amount of \$388,800 providing an additional three (3) months of consulting and training; and

WHEREAS, this new term will increase the financial obligation from the previously approved \$1,958,400 to \$2,347,200 and extend the agreement through June 30, 2026; and

WHEREAS, the financial obligation will be paid from approved ERP funds augmented as needed by 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 Ferrilli in the updated amount of \$2,347,200 for professional consulting services necessary to transition the existing Cumberland and Gloucester ERP's into the Anthology ERP through June 30, 2026.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION AUTHORIZING THE THIRD EXTENSION OF A NON-FAIR
AND OPEN CONTRACT FOR FINANCIAL AID PROFESSIONAL
CONSULTING SERVICES**

WHEREAS, the provisions of County Contract Law, specifically 18A:64A-25.5 (15), allows for the award of non-fair and open contracts in excess of the bid threshold for “Professional consulting services”; and

WHEREAS, the college administration has determined that Financial Aid Services LLC has all the necessary skills and knowledge necessary to perform the required duties; and

WHEREAS, on June 17, 2025 the Board of Trustees approved a contract to augment the Financial Aid department with one (1) full time and one (1) part time “back-office” counselor as follows; and

WHEREAS, on September 16, 2025 the college administration determined that there was a need to extend this agreement for an additional 8 weeks starting on September 29, 2025, and ending on November 21, 2025, as per amendment 1; and

WHEREAS, on November 18, 2025 the college administration determined that there was a need to extend this agreement for an additional 8 weeks starting on November 24, 2025, and ending on January 16, 2026, as per amendment 2; and

WHEREAS, on January 20, 2026 the college administration determined that there was a need to extend this agreement for an additional the college administration has determined that there is a need to extend this agreement for an additional 16 weeks starting on January 19, 2026, and ending on May 8, 2026, as per amendment 3; and

WHEREAS, the college administration has determined that there is a need to add an additional full-time counselor for an additional 12 weeks starting on February 16, 2026, and ending on May 8, 2026, as per amendment 4; 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 modify the agreement with Financial Aid Services LLC as defined above, and in amendment 4, for professional financial aid consulting services necessary to augment the financial aid department.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN OPTIV AND
ROWAN COLLEGE 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, OPTIV, 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 college will purchase network infrastructure hardware from OPTIV as per quote number 4664843-1 in the amount of \$90,855.43 using OMNIA contract R250305.

WHEREAS, the financial obligation will be paid from County of Gloucester 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 Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase of network infrastructure hardware from OPTIV using OMNIA Partners Contract number R250305 in the amount of \$90,855.43.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE CHANGE ORDER NUMBER ONE (1) FROM SOLUTIONZ FOR THE INSTALLATION OF AUDIO AND VIDEO EQUIPMENT FOR THE ROWAN VIRTUA NURSING SCHOOL

WHEREAS, pursuant to NJSA 18A:64A-25.5, the College may enter a joint agreement with “a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision thereof” without advertising for bids; and

WHEREAS, the Rowan College of South Jersey entered into a cooperative purchasing agreement via resolution on April 12, 2016 with Rowan University; and

WHEREAS, Rowan University has awarded a contract to Solutionz for Audio and Video Equipment & Installation Services based on RFP 22-03; and

WHEREAS, Solutionz submitted estimate 056140 based on the specifications provided by the Rowan College of South Jersey and Rowan University RFP 22-03 for \$764,843 which was approved on 11/18/25 by the Board of Trustees; and

WHEREAS, it has been determined that a change order is needed to add an amount allocated to labor and materials; and

WHEREAS, Solutionz submitted change order number one (1) adding \$48,336 to the original contract amount resulting in a final cost of \$813,179; and

WHEREAS, the financial obligation will be paid from County of Gloucester bond 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 accept change order one (1) as submitted by Solutionz in the amount of \$48,336 which increases the final project cost to \$813,179 for the Rowan – Virtua Nursing School based on Rowan University RFP 22-03 and the Cooperative purchasing agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE CHANGE ORDER NUMBER ONE (1) FROM ARTHUR J. OGREN, INC. FOR ROWAN - VIRTUA NURSING BUILDING CONSTRUCTION

WHEREAS, Rowan College of South Jersey (hereinafter “College”) publicly solicited and opened bids for 2024 Rowan – Virtua Nursing Building construction on September 11, 2024; and

WHEREAS, the bid of Arthur J. Ogren Inc. (hereinafter “Arthur J. Ogren”) was reviewed by the College’s professionals who recommended an award to Arthur Ogren for the Base Bid of \$15,626,000 as the lowest responsive bidder; and

WHEREAS, it has been determined that a change order is needed to add an amount allocated to labor and materials; and

WHEREAS, Arthur J. Ogren Inc. submitted change order number one (1) adding \$303,945 to the original contract amount resulting in a final cost of \$15,929,945; and

WHEREAS, the financial obligation will be paid from Rowan University and County of Gloucester 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 accept change order one (1) as submitted by Arthur J. Ogren Inc. in the amount of \$303,945 which increases the final project cost to \$15,929,945 for the Rowan – Virtua Nursing School construction.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



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

Full-Time Personnel Actions:

Name	Rationale	Title	Salary	Effective Date
Kevin Athey	Reassignment from CTE Enrollment Coach	Director I, Career Services	\$53,000.00 per year (grant funded)	2/21/2026
Katherine Damato	Reassignment from Asst Director, One Stop Enrollment Svcs	Director I, One Stop Enrollment Svcs	\$53,000.00 per year	3/7/2026
Maureen Love	Reassignment from Adjunct Instructor, Nsg & HP	Instructor I, Nsg & HP	\$60,000.00 per year	9/1/2026
Adam Morina	Resignation	Assistant Director, Recruitment	\$50,347.58 per year	3/27/2026
John Wescoat	Resignation	Supervisor, Recruitment	\$46,466.53 per year	3/6/2026
Kasra Houshmand	Resignation	Assistant Director, Univ. Affiliation	\$62,131.05 per year	3/6/2026
Dr. Paul Rufino	Retirement	Dean, Education & Humanities	\$132,217.35 per year	7/1/2026
Victorine Franks-Hogan	Retirement	Assistant Director, Student Aid & Records	\$56,684.29 per year	10/1/2026

Part-Time Personnel Action:

Name	Rationale	Title	Salary	Effective Date
Tom Neale	New Hire - New Position	Part-Time Range Master	\$35.00 per hour	5/1/2026

New Hire Adjuncts 2025-2026 (Dual Campus):

Name	Division
Jasmine Amberths	Dual Credit
Nichole Castelli	Dual Credit
David Dawson	Dual Credit
Jason Landis	Dual Credit
Maria Pinto	Dual Credit
Alicia Rojas	Dual Credit
Melanie Shepard	Dual Credit
Christina Smith	Dual Credit
Alexis Felice	Nursing and Health Professions

President Recommendations:

- 40 Reappointments for 2026-2027
Directors with less than five years of service.
Full Time Faculty in their first and second year of service
Full-time non-teaching Faculty with less than five years of service
- 2026-2027 - Holiday Calendar
- Summer Schedule: Implement a flexible summer schedule beginning Friday, May 22, 2026 and ending Friday, August 21, 2026.
The college is closed on Fridays during the Summer Schedule. Therefore, the required 35-hour workweek is compressed Monday through Thursday, totaling 8.75 work hours per day.
- Reduction In Force: Exhibit A of the RCSJ RIF Resloution



GLOUCESTER CAMPUS

Reappointment of the following NJEA Directors with less than five years of service for the 2026-2027 academic year:

Carol Berk, Director II, Academic Services
Amy Charlesworth, Director I, PIT
Joel Davidson, Director I, Video Production
Nicole Duncan, Director I, Education & Humanities
Michael Fox, Director I, Technical Support
Melanie Gaston, Director I, Secondary Education Engagement
Alescia Kennon, Director I, Academic Services
Matthew Kunkle, Director I, Curriculum & Assessment
Daniel McCormick, Director I, Instructional Technology
Sarah Palese, Director I, Foundation
Joan Pardo, Director I, EOF
Jaime Ramanauskas, Director I, Advisement & Retention
Alice Smith, Director II, Program Development & Career Preparation
Joseph Spencer, Director I, Adult Basic Education
Carol Weinhardt, Director I, Special Services

Reappointment of the following non-tenured NJEA Faculty members with one or two years of service for the 2026-2027 academic year:

Michelle Adler
Sundus Ansari
Jinny Balulao
Chara Doyle
Christine Herz
Allison Lemmo
Stephen Litten
Allison Lucci
Diane Mussoline
Christylynn Petersen
Melissa Porto
Gianna Prudente
Sherry Valente-Gaspari
Adina Wercoch

Reappointment of the following non-teaching NJEA Faculty members with less than five years of service for the 2026-2027 academic year:

Maxwell Armstrong, Counseling Advisor
Kathryn Borger, EOF Counselor
Nichole Broomall, Counseling Advisor
Dylan Coates, Employment Advisor
Aaron Draper, Advisor, CCCR
Jana Graham, Advisor, CCCR
Justice Harris, Counseling Advisor
April Kellum, Counseling Advisor
Teneisha Soriano, EOF Counselor
Alejandra Valencia, Counseling Advisor
Anthony Weaver, Counseling Advisor

**Rowan College of South Jersey
2026-2027 Holiday Schedule**

Friday	July 3, 2026	Holiday, Independence Day
Monday	September 7, 2026	Holiday, Labor Day
Thursday	November 26, 2026	Holiday, Thanksgiving
Friday	November 27, 2026	Holiday, Day after Thanksgiving
Friday	December 25, 2026	Holiday, Christmas Day
Friday	January 1, 2027	Holiday, New Year's
Monday	January 18, 2027	Holiday, Martin Luther King Jr.s Day
Thursday	March 18, 2027	Holiday, Spring Break
Friday	March 19, 2027	Holiday, Spring Break
Friday	March 26, 2027	Holiday, Good Friday
Monday	May 31, 2027	Holiday, Memorial Day
Friday	June 18, 2027	Holiday, Juneteenth Day
Four Floating Holidays Winter Break - 12/25/26 - 01/01/27		



RESOLUTION AUTHORIZING A REDUCTION IN FORCE PLAN TO ADDRESS EXTRAORDINARY FISCAL ISSUES

WHEREAS, the College has experienced a thirty percent (30%) decline in enrollment and credit hours since 2019 (pre-pandemic); and

WHEREAS, the College anticipates a further decline in full-time student enrollment and credit hours in 2026; and

WHEREAS, the financial sustainability of the College is essential to the continuation of its mission; and

WHEREAS, the College experienced a thirty-two percent (32%) premium increase in the New Jersey State Health Benefits Plan in 2026, substantially exceeding the amount originally budgeted; and

WHEREAS, the implementation of a new Enterprise Resource Planning (ERP) system has resulted in costs exceeding initial projections; and

WHEREAS, current staffing levels are not aligned with enrollment trends; and

WHEREAS, it has become necessary to implement a strategic reduction-in-force plan effective July 1, 2026 to address the budget deficits caused by current economic conditions; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to undertake a reorganization and restructuring of its departments to reduce overall staffing levels through the elimination of positions, as detailed in the attached Exhibit A, utilizing non-reappointment, application of seniority by classification, program suspension where appropriate, and the implementation of a strategic hiring freeze. The College is taking these steps under its authority under the law for reasons of economy and efficiency to transition to a more sustainable financial model.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary



Exhibit A – March 31, 2026

Name	Title	Campus
Andrew Wallace	ACT Program Instructor	Gloucester
Ronald Judge	Administrator I, Rowan Choice	Gloucester
David Cesarano	Administrator I, Academic Support	Gloucester
Migdalia Mercado	Administrator I, Financial Aid	Gloucester
Marie Amoroso	Administrator I, Financial Aid	Gloucester
Victoria Gall	Administrator II, Marketing & Events	Gloucester
Diana DeVault	Assistant Director, Innovation & Tech	Gloucester
Dianne Carbonetta	Assistant Director, PR & Grant Research	Gloucester
Nicole Webb	Counseling Advisor	Gloucester
Kristen Wilson	Director III, Behavioral Services	Gloucester
Richard Thwaites	Enrollment Coach	Gloucester
Andy Tran	Instructional Tech Specialist	Gloucester
Michael Wolverton	Instructor I, Communication & Creative and Performing Arts	Gloucester
Luis Almeyda	Program Director, Wind	Gloucester
Josh Piddington	Vice President & Chief Information Officer	Gloucester

RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: March 31, 2026

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

Full-Time Personnel Actions:

Name	Rationale	Title	Salary	Effective Date
Giovanni Badalamenti	New Hire - Replacement of Joseph Gorman	Sr. Administrative Assistant, Athletics	\$43,377.00 per year	2/23/2026
Carlos Gonzalez-Munoz	New Hire - New Position	Assistant Director, Youth & Adult Literacy	\$52,185.00 per year (grant funded)	2/23/2026
Fernanda Cuadrado	New Hire - New Position	Administrative Specialist, Youth & Adult Literacy	\$34,507.20 per year (grant funded)	3/2/2026
Jenna Shaw	Reassignment fr: Instructor I, Nsg & HP (GC)	Associate Dean, Clinical Studies & Nsg Health Professions	\$75,000.00 per year	9/5/2026
Paulette Mayo	Salary Adjustment	Instructor Professional Development, Cont. Education	\$55.00 per hour	2/21/2026
Carol Varallo	Promotion	Disability Support Specialist II	-	4/4/2026
Jaime Connolly	Promotion	Senior Director III, Advisement & Retention	-	4/4/2026

Part-Time Personnel Action:

Name	Rationale	Title	Salary	Effective Date
April Robledo	New Hire - New Position	PT Outreach Specialist, GEAR UP	\$21.41 per hour (grant funded)	2/21/2026

President Recommendations:

1. 122 Reappointments for 2026-2027
2. 2026-2027 - Holiday Calendar
3. Summer Schedule: Implement a flexible summer schedule beginning Friday, May 22, 2026 and ending Friday, August 21, 2026. The college is closed on Fridays during the Summer Schedule. Therefore, the required 35-hour workweek is compressed Monday through Thursday, totaling 8.75 work hours per day.



Reappointment of the following employees by Association for the 2026-2027 academic year:
Administrators Association

Lynne	Alioto	Coordinator, Health Professions
Jennifer	Bates	Asst Director, Business Development
Karina	Bravo	Stud. Dev. Adv., GEAR UP
Cristofer	Cecola	Programmer App Developer
Jaime	Connolly	Director III, Advisement
Brittany	Cresci	Sr. SDA, Advisement
Jonathan	DiJamco	Director II, Athletics
Kyle	Dodge	Assistant Director, Digital Strategy
Maryann	Dombroski	Assistant Director, CCPA
Jeanna	Dubois	Assistant Dir., Athletics
Zachary	Eckert	Student Dev. Advisor, Adv.
Brianna	Godfrey	Sr. SDA, Advisement
Carlos	Gonzalez-Munoz	Assistant Director, Adult & Youth Literacy
Jacqueline	Greenwell	Director III, Fine Arts
Kelly	Grennon	Asst Dir, Academic Services
Karen	Henry	Sr. Asst. Dir, Student Records
Jillian	Heredia	Sr. SDA, Advisement
Joy	MacMahan	Program Director, Radiography
Cynthia	Overs	Director III, Grant Dev and Management
Sheree	Pace	Director, Assessment
Nyambura	Phillips	Director III, Admissions
Tygh	Powell	Student Dev. Advisor, Adv.
Albert	Price	Sr. SDA, Advisement
Brandon	Pugh	Institutional Research Analyst
Simran	Rattan	Grants Analyst
Vanessa	Reynolds	Asst Dir, Student Accounts
Luz	Rodriguez	Director III, ESL Programs
Shanice	Ruiz	Project Director Gear Up
Jennifer	Schwarz	Asst Dir., Selective Entry
Donald	Slomin	Dir II, Network & Comp.
Amanda	Sorshek	Sr. Assistant Director, EOF
Rebecca	Veza	Sr. Advisor, CCCR
Meredith	Vicente	Sr Dir Dis Sup Serv
Karen	Wilson-Wylie	Sr. Asst. Dir, Financial Aid
Melissa	Wright	Director, Testing Services



FACE Association

Lesya	Bourgoin	Testing Specialist II
Kaila	Boyer	Athletic Trainer
Tanner	Bushman	Senior Supervisor, Video Production
Christine	Crumb	Administrative Specialist, CTE
Parth	Eubanks-Leach	Sr. Administrative Assistant
Ahmad	Graves-El	Sr. Comms Specialist II
Bailey	Heiney	Case Manager, BS CTE
Marla	Jimenez	Administrative Specialist, GEAR UP
Faith	Karkocha	Admin Asst., Advisement
Melanie	Martinez	Student Accounts Specialist II
Lauren	Nickle	Testing Specialist II
Ramona	Pontelandolfo	Sr Administrative Assistant, Academic Support
Ribca	Ralph	Admin Asst, Nursing & Health
Evelyn	Rodriguez	Sr. Supervisor, One Stop
Juni	Ruiz	Admin Asst, Admissions
Linda	Rumick	Admin Assistant, Operations
Hannah	Salvaryn	Outreach Recruiter
Shania	Santiago	Senior Supervisor, Student Life & Alumni
Andrew	Taylor	Information Technology Coordinator
Brittany	Turton	Outreach Recruiter
Carol	Varallo	Disability Supp. Specialist II
Janae	Walters	Senior Supervisor Displaced Homemakers
Dwayne	Watkins	Senior Supervisor, Call, Information Center
Marie	Whitson	EOF Operations Specialist II
Randolph	Wilfong	Sr. Admin Asst, AIC
Michele	Zakian	Sr Admin Asst Student Services

Technical Assistants Association

Jennifer	Aron	Library Services Assistant
David	Birney	Representative III, One Stop
David	D'Ascoli	Info Technology Support Specialist
Pedro	Figuroa	Technical Assistant III, Financial Aid
Paden	Guerrero	Info Technology Support Spec
Gabrielle	Lashley	Technical Assistant III, Financial Aid
Daniel	McAteer	Science Lab Technician II
Sharon	Murray	IT, Technician
Barbara	Robinson	Technical Assistant III, Financial Aid
Jenise	Rosa	Representative III, One Stop
Richard	Taylor	Learning Assistant III Science
Daniel	Youhari	IT, Technician



Faculty Association

Deyaa	Abusalim	Assistant Professor I, STEM
William	Addison	Asst. Prof. I, Behav. Sci, Law & Social Justice
Ismail	Asadov	Asst. Prof. II, Bus. Studies
Joshua	Austin	Asst. Prof. II, CCPA
Alisha	Beardsworth	Asst. Prof. II, NHP
Cortney	Bolden	Admin Inst. Engineering
Emily	Chamberlain	Asst. Prof. II, NHP
Judith	Cirucci	Asst. Prof. II, CCPA
Nathaniel	Clark	Asst. Prof. II, CCPA
Natasha	Cordero	Clin Coor Radio
Richard	Curcio	Assoc. Prof., Ed. & Humanities
Shelly	Dean	Assoc. Professor, Bus. Studies
Adrian	DeWindt-King	Professor, STEM
Toni	DiTomo	Asst. Prof. II, CCPA
William	Dugan	Asst. Prof. II, STEM
Kelly	Edelman	Asst. Prof. II, NHP
Kathleen	Felice	Professor, Ed & Humanities
Donald	Forcinito	Asst. Prof. I, Comm & Arts
Katherine	Givens	Librarian
Valerie	Gouse	Assoc. Prof., Comm & Arts
Carole	Grusemeyer	Associate Professor, STEM
Charlotte	Grussenmeyer	Asst Professor I, Ed & Hum.
Brooke	Guzzo	Instructor, Dental Assisting
Anthony	Haddad	Admin Inst, Cyber
Kelly	Hayden	Librarian II
Arthur	Horn	Asst. Prof. II, Bus. Studies
Karrol	Jordan	Asst. Prof. I, Behav. Sci, Law & Social Justice
Charles	Kocher	Professor, Behav. Sci, Law & Social Justice
John	Lore	Asst. Prof. I, Comm & Arts
Michael	Mills	Assoc. Prof., Comm & Arts
Yajaira	Montero	Counselor EOF
Lola	Morgan	Asst. Prof. II, NHP
Earle	Myers	Associate Professor, STEM
Patricia	Newton	Asst. Prof. II, NHP
Majid	Noori	Professor, STEM
Thaddeus	Palmer	Asst. Prof. II, STEM
Alyssa	Paluch	Counselor EOF
Tiffany	Pipitone	Asst. Prof. I, Nursing & Health
Mark	Randa	Assistant Professor I, STEM
Jennifer	Riggio	Asst. Professor I, Bus. Studies
Christine	Schwinn	Asst. Prof. II, NHP
William	Seda	Instructor, Advanced Manufacturing



Michelle	Swerdlow	Assistant Professor I, STEM
John	Wojtowicz	Asst. Prof. II, BSLSJ
Melissa	Young	Asst. Prof. II, STEM
Mark	Zorzi	Asst. Prof. II, Bus. Studies

Reappointment of the following non-tenured faculty members with tenure appointment effective as stated for the 2026-2027 academic year:

Amanda	Cocking	Asst. Prof. I, Nursing & Health
Melissa	Del Rossi	Asst. Prof. II, STEM
Katie	Lloyd	Asst. Prof. II, NHP



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE REVISED ACADEMIC CALENDAR FOR FALL 2026 THROUGH SUMMER 2027

WHEREAS, Rowan College of South Jersey develops an Academic Calendar for instruction; and

WHEREAS, the campuses have aligned the academic calendars for both campuses for faculty, staff and students; and

WHEREAS, the revised academic calendar will allow for a variety of course delivery start options throughout the academic year to permit flex start class schedules for students to choose from; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the new Rowan College of South Jersey Academic Calendar for Fall 2026 through Summer 2027 be implemented.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



RCSJ Cumberland and Gloucester
FALL 2026 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23	24	25	26	27	28	29
30	31	September 1 First Day of Weekday Classes 15, 7A, 5A	2	3	4	5 First Day of Saturday Classes
6	7 Labor Day College Holiday All Campuses	8	9	10	11	12
13	14 Last Day to Add a Class	15	16	17	18 *Last Day to Drop a Class	19
20	21	22	23	24	25	26
27	28	29	30	October 1	2 End 5A	3
October 4	5 Start 10-wk Start 5B	6 Grades Due 5A	7	8	9	10
11	12	13	14 Professional Development Day No classes before 4:00 p.m. All Campuses	15	16 End 7A Early Alert Grades Due	17
18	19	20 Grades Due 7A	21	22	23	24
25	26 Start 7B	27	28	29	30	31
November 1	2	3	4	5	6 End 5B	7
8	9 Start 5C	10 Grades Due 5B	11	12	13 *Last Day to Withdraw 15- wk.	14
15	16	17	18	19	20	21
22	23	24	25 No Classes Held All Campuses After 4:00 p.m.	26 Thanksgiving College Holiday All Campuses	27 College Holiday All Campuses	28 No Classes
29	30	December 1	2	3	4	5 End of Saturday Classes
December 6	7 First Day of Winter Semester A	8	9	10	11 End of 15, 10, 7B, 5C	12
13	14 First Day of Winter Semester B	15 Final Grades Due 15, 10, 7B, 5C	16	17	18	19
20	21	22	23	24	25 College Holiday All Campuses	26 College Holiday All Campuses

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester		MON	TUES	WED	THURS	FRI	SAT
Fall 2026							
15	09/01/26-12/11/26	13	15	14	14	14	13
10	10/05/26-12/11/26	10	10	9	9	9	8
7A	09/01/26-10/16/26	5	7	6	7	7	6
7B	10/26/26-12/11/26	7	7	7	6	6	5
5A	09/01/26-10/02/26	3	5	5	5	5	4
5B	10/05/26-11/06/26	5	5	4	5	5	4
5C	11/09/26-12/11/26	5	5	5	4	4	3

Cumberland		MON	TUES	WED	THURS	FRI	SAT
Fall 2026							
15	09/01/26-12/11/26	13	15	14	14	14	13
10	10/05/26-12/11/26	10	10	9	9	9	8
7A	09/01/26-10/16/26	5	7	6	7	7	6
7B	10/26/26-12/11/26	7	7	7	6	6	5
5A	09/01/26-10/02/26	3	5	5	5	5	4
5B	10/05/26-11/06/26	5	5	4	5	5	4
5C	11/09/26-12/11/26	5	5	5	4	4	3

WINTER 2027 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	December 1	2	3	4	5 End of Saturday Classes
December 6	7 First Day of Winter Semester A	8	9	10	11 End of 15, 10, 7B, 5C	12
13	14 First Day of Winter Semester B	15 Final Grades Due 15, 10, 7B, 5C	16	17	18	19
20	21	22	23	24	25 College Holiday All Campuses	26 College Holiday All Campuses
27	28 College Holiday All Campuses	29 College Holiday All Campuses	30 College Holiday All Campuses	31 College Holiday All Campuses	January 1, 2027 College Holiday All Campuses	2
January 3, 2026	4	5	6	7	8 Last Day Winter A Classes	9
10	11	12 Winter B Ends Winter A Grades Due	13 Professional Development Day All Campuses	14 Winter B Grades Due	15	16
17	18 Martin Luther King, Jr. Holiday College Closed All Campuses	19 First Day of Weekday Classes 15, 7A, 5A	20	21	22	23 First Day of Saturday Classes

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Winter 2027 Gloucester and Cumberland							
		MON	TUE	WED	THR	FRI	SAT
Winter A Online/Live Online	12/07/26-01/08/27	4	4	4	3	0	0
Winter B (FTF) /Online	12/14/26-01/12/27	4 (FTF) 4 (ONL)	4 (FTF) 4 (ONL)	3 (FTF) 3 (ONL)	2 (FTF) 2 (ONL)	0	0

**RCSJ Gloucester and Cumberland Campus
SPRING 2027 ACADEMIC CALENDAR**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28 College Holiday All Campuses	29 College Holiday All Campuses	30 College Holiday All Campuses	31 College Holiday All Campuses	January 1, 2027 College Holiday All Campuses	2
January 3, 2026	4	5	6	7	8 Last Day Winter A Classes	9
10	11	12 Winter B Ends Winter A Grades Due	13 Professional Development Day All Campuses	14 Winter B Grades Due	15	16
17	18 Martin Luther King, Jr. Holiday College Closed All Campuses	19 First Day of Weekday Classes 15, 7A, 5A	20	21	22	23 First Day of Saturday Classes
24	25	26	27	28	29	30
31	February 1, 2027	2	3	4	5	6
February 7, 2027	8	9	10	11	12	13
14	15	16	17	18	19 End 5A	20
21	22 Start 5B Start 10-week	23 Grades due 5A	24	25	26	27
28	March 1	2	3	4	5 End 7A	6
March 7	8	9 Grades Due 7A	10	11	12	13
14	15 SPRING BREAK	16 SPRING BREAK	17 SPRING BREAK	18 College Holiday All Campuses	19 College Holiday All Campuses	20 Classes Meet
21	22 Start 7B	23	24	25	26 College Holiday All Campuses	27 College Closed
28	29	30	31	April 1	2 End 5B	3
April 4	5 Start 5C	6 Grades Due 5B	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	May 1 Saturday Classes End
May 2	3	4	5	6 Last Day of Classes 15, 10, 7B, 5C	7	8
9	10 Final Grades Due 15, 10, 7B, 5C	11	12	13 Commencement	14 Commencement	15

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester		MON	TUES	WED	THURS	FRI	SAT
Spring 2027							
15	01/19/27-05/06/27	14	15	15	15	13	14
10	02/22/27-05/06/27	10	10	10	10	8	9
7A	01/19/27-03/05/27	6	7	7	7	7	6
7B	03/22/27-05/06/27	7	7	7	7	5	5
5A	01/19/27-02/19/27	4	5	5	5	5	4
5B	02/22/27-04/02/27	5	5	5	5	4	4
5C	04/05/27-05/06/27	5	5	5	5	4	4

Cumberland		MON	TUES	WED	THURS	FRI	SAT
Spring 2027							
15	01/19/27-05/06/27	14	15	15	15	13	14
10	02/22/27-05/06/27	10	10	10	10	8	9
7A	01/19/27-03/05/27	6	7	7	7	7	6
7B	03/22/27-05/06/27	7	7	7	7	5	5
5A	01/19/27-02/19/27	4	5	5	5	5	4
5B	02/22/27-04/02/27	5	5	5	5	4	4
5C	04/05/27-05/06/27	5	5	5	5	4	4

SUMMER 2027 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 2	3	4	5	6 Last Day of Classes 15, 10, 7B, 5C	7	8
9	10 Final Grades Due 15, 10, 7B, 5C	11	12	13 Commencement	14 Commencement	15
16	17 First Day of Weekday Classes 15, 7A, 5A	18	19	20	21	22
23	24	25	26	27	28	29
30	31 Memorial Day Holiday All Campuses Closed	June 1	2	3	4 All Campuses Open	5
June 6	7	8	9	10	11	12
13	14	15	16	17 End 5A	18 Juneteenth Holiday All Campuses Closed	19 Juneteenth
20	21 Start 5B Start 10 Week	22 Grades Due 5A	23	24	25	26
27	28	29	30	July 1 End 7A	2	3
July 4 Independence Day	5 Holiday All Campuses Closed	6	7 7A Grades Due	8	9 All Campuses Open	10
11	12 Start 7B	13	14	15	16	17
18	19	20	21	22 End 5B	23	24
25	26 Start 5C	27 Grades Due 5B	28	29	30	31
August 1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25 Last Day of Summer Classes 15, 10, 7B, 5C	26 Final Grades Due 15, 10, 7B, 5C	27	28
29	30	31	September 1	2	3	4

SUMMER 2027 ACADEMIC CALENDAR

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester and Cumberland		MON	TUES	WED	THURS
Summer 2027					
15	05/17/27-08/25/27	13	15	15	14
10	06/21/27-08/25/27	9	10	10	9
7A	05/17/27-07/01/27	6	7	7	7
7B	07/12/27-08/25/27	7	7	7	6
5A	05/17/27-06/17/27	4	5	5	5
5B	06/21/27-07/22/27	4	5	5	4
5C	07/26/27-08/25/27	5	5	5	4



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE REVISED ACADEMIC CALENDAR FOR FALL 2027 THROUGH SUMMER 2028

WHEREAS, Rowan College of South Jersey develops an Academic Calendar for instruction; and

WHEREAS, the campuses have aligned the academic calendars for both campuses for faculty, staff and students; and

WHEREAS, the revised academic calendar will allow for a variety of course delivery start options throughout the academic year to permit flex start class schedules for students to choose from; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the new Rowan College of South Jersey Academic Calendar for Fall 2027 through Summer 2028 be implemented.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



RCSJ Cumberland and Gloucester
FALL 2027 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
22	23	24	25	26	27	28
29	30	31	September 1 First Day of Weekday Classes 15, 7A, 5A	2	3	4 First Day of Saturday Classes
5	6 Labor Day College Holiday All Campuses	7	8	9	10	11
12	13 Last Day to Add a Class	14	15	16	17 *Last Day to Drop a Class	18
19	20	21	22	23	24	25
26	27	28	29	30	October 1 End 5A	2
October 3	4 Start 10-wk Start 5B	5 Grades Due 5A	6	7	8	9
10	11	12	13 Professional Development Day No classes before 4:00 p.m. All Campuses	14	15 End 7A Early Alert Grades Due	16
17	18	19 Grades Due 7A	20	21	22	23
24	25 Start 7B	26	27	28	29	30
31	November 1	2	3	4	5 End 5B	6
7	8 Start 5C	9 Grades Due 5B	10	11	12 *Last Day to Withdraw 15- wk.	13
14	15	16	17	18	19	20
21	22	23	24 No Classes Held All Campuses After 4:00 p.m.	25 Thanksgiving College Holiday All Campuses	26 College Holiday All Campuses	27 No Classes
28	29	30	December 1	2	3	4 End of Saturday Classes
December 5	6 First Day of Winter Semester A	7	8	9	10 End of 15, 10, 7B, 5C	11
12	13 First Day of Winter Semester B	14 Final Grades Due 15, 10, 7B, 5C	15	16	17	18
19	20	21	22	23	24	25 College Holiday All Campuses

*For all withdrawal, audit, or drop dates, please visit <https://www.resj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester		MON	TUES	WED	THURS	FRI	SAT
Fall 2027							
15	09/01/27-12/10/27	13	14	14	14	14	13
10	10/04/27-12/10/27	10	10	9	9	9	8
7A	09/01/27-10/15/27	5	6	6	7	7	6
7B	10/25/27-12/10/27	7	7	7	6	6	5
5A	09/01/27-10/01/27	3	4	5	5	5	4
5B	10/04/27-11/05/27	5	5	4	5	5	4
5C	11/08/27-12/10/27	5	5	5	4	4	3

Cumberland		MON	TUES	WED	THURS	FRI	SAT
Fall 2027							
15	09/01/27-12/10/27	13	14	14	14	14	13
10	10/04/27-12/10/27	10	10	9	9	9	8
7A	09/01/27-10/15/27	5	6	6	7	7	6
7B	10/25/27-12/10/27	7	7	7	6	6	5
5A	09/01/27-10/01/27	3	4	5	5	5	4
5B	10/04/27-11/05/27	5	5	4	5	5	4
5C	11/08/27-12/10/27	5	5	5	4	4	3

WINTER 2028 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	December 1	2	3	4
December 5	6 First Day of Winter Semester A	7	8	9	10 End of 15, 10, 7B, 5C	11
12	13 First Day of Winter Semester B	14 Final Grades Due 15, 10, 7B, 5C	15	16	17	18
19	20	21	22	23	24	25 College Holiday All Campuses
26	27 College Holiday All Campuses	28 College Holiday All Campuses	29 College Holiday All Campuses	30 College Holiday All Campuses	31 College Holiday All Campuses	January 1, 2028 College Holiday All Campuses
January 2, 2028	3	4	5	6	7 Last Day Winter A Classes	8
9	10	11 Winter B Ends Winter A Grades Due	12 Professional Development Day All Campuses	13 Winter B Grades Due	14	15
16	17 Martin Luther King, Jr. Holiday College Closed All Campuses	18 First Day of Weekday Classes 15, 7A, 5A	19	20	21	22 First Day of Saturday Classes

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Winter 2028 Gloucester and Cumberland							
		MON	TUE	WED	THR	FRI	SAT
Winter A Online/Live Online	12/06/27-01/07/28	4	4	4	4	0	0
Winter B (FTF) /Online	12/13/28-01/11/28	4 (FTF) 4 (ONL)	4 (FTF) 4 (ONL)	3 (FTF) 3 (ONL)	3 (FTF) 3 (ONL)	0	0

**RCSJ Gloucester and Cumberland Campus
SPRING 2028 ACADEMIC CALENDAR**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 College Holiday All Campuses	28 College Holiday All Campuses	29 College Holiday All Campuses	30 College Holiday All Campuses	31 College Holiday All Campuses	January 1, 2028 College Holiday All Campuses
January 2, 2028	3	4	5	6	7 Last Day Winter A Classes	8
9	10	11 Winter B Ends Winter A Grades Due	12	13 Winter B Grades Due	14	15
16	17 Martin Luther King, Jr. Holiday College Closed All Campuses	18 First Day of Weekday Classes 15, 7A, 5A	19	20	21	22 First Day of Saturday Classes
23	24	25	26	27	28	29
30	31	February 1, 2028	2	3	4	5
February 6, 2028	7	8	9	10	11	12
13	14	15	16	17	18 End 5A	19
20	21 Start 5B Start 10-week	22 Grades due 5A	23	24	25	26
27	28	29	March 1	2	3 End 7A	4
March 5	6	7 Grades Due 7A	8	9	10	11
12	13 SPRING BREAK	14 SPRING BREAK	15 SPRING BREAK	16 College Holiday All Campuses	17 College Holiday All Campuses	18 Classes Meet
18	20 Start 7B	21	22	23	24	25
26	27	28	29	30	31 End 5B	April 1
April 2	3 Start 5C	4 Grades Due 5B	5	6	7	8
9	10	11	12	13	14 College Holiday All Campuses	15 College Closed
16	17	18	19	20	21	22
23	24	25	26	27	28	29 Saturday Classes End
30	May 1	2	3	4 Last Day of Classes 15, 10, 7B, 5C	5	6
7	8 Final Grades Due 15, 10, 7B, 5C	9	10	11 Commencement	12 Commencement	13

*For all withdrawal, audit, or drop dates, please visit <https://www.resj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester		MON	TUES	WED	THURS	FRI	SAT
Spring 2028							
15	01/18/28-05/04/28	14	15	15	15	13	14
10	02/21/28-05/04/28	10	10	10	10	8	9
7A	01/18/28-03/03/28	6	7	7	7	7	6
7B	03/20/28-05/04/28	7	7	7	7	5	5
5A	01/18/28-02/18/28	4	5	5	5	5	4
5B	02/21/28-03/31/28	5	5	5	5	5	5
5C	04/03/28-05/04/28	5	5	5	5	3	3

Cumberland		MON	TUES	WED	THURS	FRI	SAT
Spring 2028							
15	01/18/28-05/04/28	14	15	15	15	13	14
10	02/21/28-05/04/28	10	10	10	10	8	9
7A	01/18/28-03/03/28	6	7	7	7	7	6
7B	03/20/28-05/04/28	7	7	7	7	5	5
5A	01/18/28-02/18/28	4	5	5	5	5	4
5B	02/21/28-03/31/28	5	5	5	5	5	5
5C	04/03/28-05/04/28	5	5	5	5	3	3

SUMMER 2028 ACADEMIC CALENDAR

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	May 1	2	3	4 Last Day of Classes 15, 10, 7B, 5C	5	6
May 7	8 Final Grades Due 15, 10, 7B, 5C	9	10	11 Commencement	12 Commencement	13
14	15 First Day of Weekday Classes 15, 7A, 5A	16	17	18	19	20
21	22	23	24	25	26	27
28	29 Memorial Day Holiday All Campuses Closed	30	31	June 1	2 All Campuses Open	3
June 4	5	6	7	8	9	10
11	12	13	14	15 End 5A	16	17
18	19 Juneteenth College Holiday All Campuses Closed	20 Grades Due 5A Start 5B Start 10 Week	21	22	23 All Campuses Open	24
25	26	27	28	29 End 7A	30	July 1
July 2	3	4 Independence Day Holiday All Campuses Closed	5 7A Grades Due	6	7 All Campuses Open	8
9	10 Start 7B	11	12	13	14	15
16	17	18	19	20 End 5B	21	22
23	24 Start 5C	25 Grades Due 5B	26	27	28	29
30	31	August 1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23 Last Day of Summer Classes 15, 10, 7B, 5C	24 Final Grades Due 15, 10, 7B, 5C	25	26
27	28	28	30	31	September 1	2

SUMMER 2028 ACADEMIC CALENDAR

*For all withdrawal, audit, or drop dates, please visit <https://www.rcsj.edu/Courses-site/Pages/ADAW.aspx>

Gloucester and Cumberland		MON	TUES	WED	THURS
Summer 2028					
15	05/15/28-08/23/28	13	14	15	14
10	06/20/28-08/23/28	9	9	10	9
7A	05/15/28-06/29/28	5	7	7	7
7B	07/10/28-08/23/28	7	7	7	6
5A	05/15/28-06/15/28	4	5	5	5
5B	06/20/28-07/20/28	4	4	5	5
5C	07/24/26-08/23/28	5	5	5	4



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AGREEMENT WITH THE CHAMBER OF COMMERCE OF SOUTHERN NEW JERSEY FOR A PROFESSIONAL DEVELOPMENT EMPOWERU TRAINING PROGRAM

WHEREAS, Rowan College of South Jersey (RCSJ) has historically partnered with local businesses to support upskilling of the local labor workforce by providing accessible, affordable educational opportunities; and

WHEREAS, the purpose of this MOU is to formalize a collaborative partnership between RCSJ and the Chamber of Commerce of Southern New Jersey (CCSNJ) to provide a training program known as EmpowerU providing participants a workforce-aligned professional development series; and

WHEREAS, the program is designed to deliver skills-based trainings to participants in leadership, communication, teamwork, problem solving and time management to allow for personal career advancement; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes entering into the agreement with the Chamber of Commerce of Southern New Jersey for the EmpowerU training program.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary



**MEMORANDUM OF UNDERSTANDING BETWEEN
CHAMBER OF COMMERCE OF SOUTHERN NEW JERSEY (CCSNJ) AND
ROWAN COLLEGE OF SOUTH JERSEY (RCSJ)**

Parties

This Memorandum of Understanding ("MOU") is entered into by and between Rowan College of South Jersey ("RCSJ"), with a principal place of business at 1400 Tanyard Road, Sewell, NJ 08080, and Chamber of Commerce of Southern New Jersey ("Chamber"), with a principal place of business at 220 Laurel Rd, Suite 203, Voorhees Township, NJ 08043. RCSJ and the Chamber may be referred to individually as a "Party" and collectively as the "Parties."

Purpose and Scope

The purpose of this MOU is to formalize a collaborative professional development and training program known as EmpowerU (the "Program"), designed to provide participants with workforce-aligned professional development over a six (6) week period. The Program will be offered in two (2) cohorts per calendar year.

Program Description

- Six (6) week professional development and training program
- Two (2) cohorts annually
- Program content aligned with professional skill development and workforce readiness
- Participants who successfully complete the Program will receive a Certificate of Completion issued by RCSJ & CCSNJ

Program details and curriculum are further described at:
<https://www.chambersnj.com/empoweru/>

Roles and Responsibilities

A. Chamber Responsibilities

The Chamber shall:

- Market and promote the Program to prospective participants
- Manage participant registration and enrollment through the Chamber's registration systems
- Collect all program fees from participants
- Maintain participant enrollment records and provide enrollment rosters to RCSJ prior to the start of each cohort
- Serve as the primary point of contact for participant inquiries related to registration and payment

B. RCSJ Responsibilities

RCSJ shall:

- Provide instructional content, faculty, and/or facilitators for the Program
- Ensure program delivery meets professional development standards

- Issue Certificates of Completion to participants who successfully complete the Program
- Provide the Chamber with an invoice for RCSJ's share of program revenue as outlined in the Program Fees and Revenue Sharing section of the MOU

Program Fees and Revenue Sharing

The total cost of the Program shall be Four Hundred Dollars (\$400.00) per participant. The Program fee and the associated fifty percent (50%) revenue split between the Parties are subject to annual review and adjustment based on, but not limited to, administrative costs, instructional expenses, and overall Program delivery costs. Any adjustments shall be mutually agreed upon in writing by both Parties prior to the start of the applicable Program year.

Following the close of enrollment for each cohort, the Chamber shall provide RCSJ with a final enrollment roster. Based on the confirmed enrollment, RCSJ shall submit an invoice to the Chamber reflecting fifty percent (50%) of the Program fee per enrolled participant.

Payment shall be made by the Chamber to RCSJ at the end of the third (3rd) week of each cohort upon receipt of invoice, unless otherwise agreed upon in writing by both Parties.

Certificates

Participants who successfully complete all Program requirements shall receive a Certificate of Completion issued by RCSJ and CCSNJ. The Certificate is non-credit bearing and does not confer academic credit toward a degree or credential unless otherwise specified in writing.

Indemnification

Each Party shall be responsible for its own acts and omissions and those of its officers, employees, and agents to the extent permitted by law.

Co-Branding and Logo Usage

The Parties may mutually agree to co-brand marketing and promotional materials related to the Program.

Each Party grants the other a limited, non-exclusive, non-transferable, and royalty-free license to use its name and logo solely for Program-related marketing, promotion, and informational purposes.

All uses of a Party's name or logo must comply with that Party's brand guidelines and be subject to prior written approval, which shall not be unreasonably withheld.

Neither Party may imply endorsement beyond the scope of this Program without prior written consent of the other Party.

Insurance

Each Party shall maintain appropriate insurance coverage in accordance with applicable laws and institutional requirements.

Non-Discrimination

The Parties agree to comply with all applicable federal and state non-discrimination laws and regulations.

Governing Law

This MOU shall be governed by and construed in accordance with the laws of the State of New Jersey.

Terms of MOU

This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties of this MOU and the governing bodies of the parties' respective counties or municipalities. The MOU will remain in effect until modified or terminated by any one of the partners by mutual consent. This MOU may be terminated, without cause, by either party upon 30 days written notice, which notice shall be delivered by hand or by certified mail to the address listed above.

This MOU constitutes the entire agreement between the Parties regarding the subject matter herein and may be amended only by a written document signed by both Parties.

Termination shall not relieve either Party of financial obligations incurred prior to the effective date of termination.

Signatures

In witness whereof, the parties of this MOU through their duly authorized representatives, have executed this MOU on the days and dates set forth below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

Christina Renna, President & CEO
Chamber of Commerce of Southern NJ

Date

Brenden Rickards, PhD, President
Rowan College of South Jersey

Date



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF UP TO \$77,000 FROM THE GLOUCESTER COUNTY WORKFORCE DEVELOPMENT BOARD IN SUPPORT OF WORK FORCE NEW JERSEY WORK ACTIVITY FUNDING

WHEREAS, the Gloucester County Workforce Development Board has issued a Request for Proposals for the Program Year 2026 Work First New Jersey (WFNJ) Work Activity Program to support economic self-sufficiency for individuals receiving public assistance through Temporary Assistance for Needy Families (TANF), General Assistance (GA), and the Supplemental Nutrition Assistance Program (SNAP); and

WHEREAS, Rowan College of South Jersey (RCSJ) is committed to supporting workforce development and employment readiness through high-impact training, job search assistance, life skills education, and community work experience for eligible residents of Gloucester County; and

WHEREAS, the total funding available under this proposal is up to \$77,000 annually, with an initial contract term from April 1, 2026, through September 30, 2026, and the potential for renewal based on performance and continued funding availability.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of up to \$77,000 from the Gloucester County Workforce Development Board for support of Work First New Jersey Programming.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO APPROVE APPLICATION FOR AND
ACCEPTANCE OF HOLLY CITY DEVELOPMENT CORPORATION GRANT
FUNDING FOR CLAY COLLEGE COMMUNITY WORKSHOP SERIES**

WHEREAS, Rowan College of South Jersey affirms its commitment to advancing arts education, community engagement, and workforce and creative development opportunities throughout the region; and

WHEREAS, Clay College at the Arts and Innovation Center, located in the Millville Arts District, provides a dynamic and inclusive creative environment offering credit and non-credit instruction, serving students of varying ages and experience levels while supporting both personal enrichment and career pathways in the arts; and

WHEREAS, Holly City Development Corporation offers grant funding to support initiatives that strengthen community vitality and local arts engagement within the Millville Arts District; and

WHEREAS, Rowan College of South Jersey seeks authorization to apply for and, if awarded, accept grant funding from the Holly City Development Corporation in the amount of \$3,000 to support a Clay College Community Workshop Series, with funds specifically designated to compensate teaching artists for the development and delivery of community-based ceramic arts workshops that expand public access to arts education.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application for and acceptance of grant funding from the Holly City Development Corporation, in an amount not to exceed \$3,000, to support implementation of the Clay College Community Workshop Series.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO SUBMIT A PERKINS CAREER AND TECHNICAL
EDUCATION GRANT BUDGET AMENDMENT REQUEST TO THE N.J.
DEPARTMENT OF EDUCATION FOR THE CUMBERLAND CAMPUS**

WHEREAS, The N.J. Department of Education requires Board of Trustees approval for Rowan College of South Jersey-Cumberland (RCSJ-Cumberland) to submit a budget amendment request for its \$423,814, Fiscal Year 2025-2026 Perkins grant; and

WHEREAS, The N.J. Department of Education requires the Board of Trustees to grant permission to RCSJ-Cumberland to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the N.J. Department of Education during the current fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs RCSJ-Cumberland to submit a budget amendment request in the amount of \$423,814 to the N.J. Department of Education for its FY 2025-26 Perkins Career and Technical Education Grant.

ADOPTED at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested: 
Lita M. Abele, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO SUBMIT A PERKINS CAREER AND TECHNICAL
EDUCATION GRANT BUDGET AMENDMENT REQUEST TO THE N.J.
DEPARTMENT OF EDUCATION FOR THE GLOUCESTER CAMPUS**

WHEREAS, The N.J. Department of Education requires Board of Trustees approval for Rowan College of South Jersey-Gloucester (RCSJ-Gloucester) to submit a budget amendment request for its \$558,088 Fiscal Year 2025-2026 Perkins grant; and

WHEREAS, The N.J. Department of Education requires the Board of Trustees to grant permission to RCSJ-Gloucester to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the N.J. Department of Education during the current fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes and directs RCSJ-Gloucester to submit a budget amendment request in the amount of \$558,088 to the N.J. Department of Education for its FY 2025-26 Perkins Career and Technical Education Grant.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 31, 2026.


Gene J. Concordia, Chair

Attested:


Lita M. Abele, Secretary





Board of Trustees Policy Synopsis

Reaffirmed Policy:

1005 Trustee Orientation and Development

- The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm these policies.

Revised Policies:

1001 By-Laws of the Board of Trustees

- The policy was revised to specify the name of an office referenced, e.g. Chairperson, Vice Chairperson, Secretary, etc.

3103 Degree and Certificate Requirements

- The policy was revised to provide additional information regarding academic certificates and certificates of achievement.

3107 Multiple Degrees and Certificates

- The policy was revised to provide additional wording to the title and reorder content information. No content was revised.

3301 Academic Progress, Probation, and Leave

- The policy was revised to align information with current Anthology implementation and further define academic probation.

4003 Digital Learning Materials

- The policy was revised with a name change and further defining security of digital learning materials.

Rescinded Policy:

3013 Digital Learning Material

- The policy was previously renumbered to 4003, but now to be rescinded as 3013. It was a duplicate on RCSJ policy webpage.



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

4 REAFFIRM

5 Policy: 1005
6 Title: **TRUSTEE ORIENTATION AND DEVELOPMENT**
7 Area: Board of Trustees
8 Approved: 07/01/19
9 Reaffirmed: TBD

10
11
12 The Board of Trustees is committed to providing orientation for new members of the
13 Board and to the development of current members during their service on the Board. To
14 foster orientation and development experiences for its members, a committee consisting
15 of the officers of the Board and the College President will plan, implement, and evaluate
16 such activities.

17
18 Orientation activities may include, but not limited to, participation in an orientation
19 program after appointment; a campus tour; receipt and review of Board of Trustee
20 materials such as the Board policy manual; informal meetings with faculty and staff;
21 briefings on institutional affairs; invitations to campus events; and attendance at state,
22 regional, and/or national meetings for trustees.

23
24 Development activities may include, but not limited to, participation in strategic planning
25 and mission/goal setting activities; participation in occasional Board retreats to review
26 the Board's role, responsibility, and functioning; and attendance at state, regional, and/or
27 national meetings for trustees.

28
29
30
31
32
33
34
35
36 References:

- 37
38 N.J.S.A. 18A: 64A-12, *General Powers of the Board*
39 N.J.S.A. 18A: 64A-8, *Boards of Trustees*
40 N.J.S.A. 18A: 64A-9, *Qualifications of Appointed Members of Boards, Terms of Office,*
41 *etc.; Filling Vacancies; No Compensation of Members*
42 N.J.A.C. 9A:3, *Institutional Codes of Ethics*



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

4 REVISE

5 Policy: 1001
6 Title: **BY-LAWS OF THE BOARD OF TRUSTEES**
7 Area: Board of Trustees
8 Approved: 07/01/19
9 Revised: TBD
10
11

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14 **ARTICLE I – ORGANIZATION**

15
16 **Section 1 – Board of Trustees**

17
18 The Rowan College of South Jersey (“College”) will be administered by the Board of Trustees
19 (“Board”), consisting of thirteen members, and appointed in conformance with the provisions of
20 Chapter 64A, Section I, et seq. of Higher Education. The Board will be responsible for the
21 management and control of the College, and will have custody of and be responsible for College
22 property. The Board will make and file an annual report in the manner prescribed by the State
23 law.

24
25 The Board recognizes the county’s trustee search committee as the body to nominate individuals
26 for consideration by the appointing authority of the county for subsequent appointment to the
27 Board.

28
29 Additionally, the Board acknowledges that the Governor will appoint two of its members. The
30 county’s search committee may recommend State appointee nominees to the Board, which may
31 in turn recommend their appointment to the Governor.

32
33 Trustees will have been residents of their county for a period of four years prior to appointment.
34 No elected public official or employee of the College will serve as a voting member of the
35 Board. The term of office for appointed members will be four years.

36
37
38 **Section 2 – Powers and Duties of the Board of Trustees**

39
40 The Board, subject to law, will have the following powers:

- 41
42 1. To adopt and change the name of the College;
43 2. To adopt and use a corporate seal;
44 3. To sue and be sued;
45 4. To establish the policies and procedures governing the operation, management, and
46 overall planning of the College in order to fulfill the purposes stated in its by-laws;
47 5. To communicate the program and needs of the College to the citizens it serves;
48 6. To determine the educational curriculum and program of the College;
49 7. To appoint and determine the compensation and term of office of a President who will be
50 the Chief Executive Officer of the College and ex officio member of the Board;
51 8. To appoint and promote, upon the nomination of a President, members of the
52 administrative and academic personnel and determine their compensation and terms of
53 employment;
54 9. To appoint, upon nomination of a President, other employees and determine their
55 compensation and terms of employment;
56 10. To appoint other officers or agents as may be required to carry out the provisions of
57 Chapter 64A or Title 18A of the New Jersey Statutes and to determine their
58 qualifications, duties, compensation, terms of office, and all other conditions and terms of
59 employment and retention;

- 60 11. To determine tuition rates and other fees to be paid by students;
- 61 12. To grant diplomas, certificates, or degrees;
- 62 13. To enter into contracts and agreements with the State, the United States, or any of its
63 political subdivisions, with any public body, department, or other agency of the State or
64 the United States, or with any individual firm or corporation which are deemed necessary
65 or advisable by the Board;
- 66 14. To accept from any government department, agency, or other public or private body or
67 from any other source, grants or contributions of money or property which the Board may
68 use for or in aid of any of its purposes;
- 69 15. To acquire by gift, purchase, condemnation, or otherwise, own, lease, use and operate
70 property whether real, personal or mixed, or any interest therein, which is necessary or
71 desirable for College purposes;
- 72 16. To determine that any property owned by the College is no longer necessary for College
73 purposes and to sell;
- 74 17. To exercise the right of eminent domain pursuant to the provisions of Title 20 of the New
75 Jersey Statutes to acquire any property or interest therein;
- 76 18. To make and promulgate such rules and regulations consistent with law or with the rules
77 and regulations of the State Commission of Higher Education that are necessary and
78 proper for the administration and operation of the College;
- 79 19. To exercise all other powers which may be reasonably necessary or incidental to the
80 establishment, maintenance, and operation of the College consistent with law or with the
81 rules and regulations of the State Board of Higher Education;
- 82 20. To provide and maintain suitable quarters for the College and to acquire and install
83 necessary equipment;
- 84 21. To provide for the care, custody, control, management, and improvement of the lands,
85 grounds, buildings, facilities, and equipment pertaining to the College;
- 86 22. To prepare a budget for submission to and approval of the County contribution by the
87 Board of School Estimate;
- 88 23. To make and establish, and from time to time alter and amend, such rules and regulations
89 consistent with law for the government of the College, as the Board may deem advisable;
90 and
- 91 24. The Board of Trustees will determine the necessity of money in addition to the amount of
92 the County contribution in its annual budget, to prepare and deliver to the Board of
93 School Estimate a statement of the amount determined to be necessary.
- 94 25. In addition to and not a limitation of the specific powers and duties provided for the
95 governing Board of each public institution under Chapters 64, 64A, 64E, or 64G of Title
96 18A of the New Jersey Statutes, are the following general powers and duties to fulfill the
97 College's mission and the Statewide goals in cooperation with other institutions and the
98 State coordinating structures:
 - 99 a. To develop an institutional plan and to determine the programs and degree levels
100 to be offered by the College consistent with this plan and the College's
101 programmatic mission;
 - 102 b. To provide the encouragement and support for the development of an educational
103 program based upon accepted and proven educational precepts, allowing for
104 controlled experimentation which continuously seeks an improved instructional
105 environment.

- 106 c. To encourage an atmosphere which would permit collegiality and collaboration
107 among administration, faculty, students, and the Board.
- 108 d. To provide a structure which promotes an effective means for the exchange of
109 ideas and a basis for sound decision making.
- 110 e. To have authority over matters concerning the supervision and operations of the
111 College including fiscal affairs, the employment and compensation of staff not
112 classified under Title 11A of the New Jersey Statutes, and capital improvements
113 in accordance with law;
- 114 f. To set tuition and fees. However, prior to the date of the adoption of a tuition or
115 fee schedule or an overall College budget, and with reasonable notice, the Board
116 will conduct a public hearing at such times and places as will provide members of
117 the College community with an opportunity to testify and be heard;
- 118 g. To establish admission standards and requirements, and standards for granting
119 diplomas, certificates, and degrees;
- 120 h. To recommend for appointment by the Governor, members to the College's
121 Board. The recommendation will be made with regard to the mission of the
122 College and the diversity of the community to be served;
- 123 i. To have final authority to determine controversies and disputes concerning tenure,
124 personnel matters of employees not classified under Title 11A of the New Jersey
125 Statutes, and other issues arising until Title 18A of the New Jersey Statutes
126 involving higher education except as otherwise provided herein. Any hearings
127 conducted pursuant to this section will conform to the requirements of the
128 "Administrative Procedure Act," P.L. 1968, c.410 (CC.52:14B-1 et seq.). The
129 final administrative decision of a governing board of a public institution of higher
130 education is appealable to the Superior Court, Appellate Division;
- 131 j. To invest and reinvest the funds of the College. However, institutions which
132 invest the funds of the institutions through the Director of the Division of
133 Investment in the Department of the Treasury on or before the effective date of
134 this act will continue to do so, unless this requirement is waived by the State
135 Treasurer on an annual basis, which waiver will not be unreasonably withheld;
- 136 k. To retain legal counsel of the College's choosing. State entities may choose
137 representation by the Attorney General, however, as to claims of a tortious nature,
138 the College will elect within (30) days of the effective date of this act whether it,
139 and its employees, will be represented in all such matters by the Attorney
140 General. If the College elects not to be represented by the Attorney General, it
141 will be considered and its employees considered employees of a sue and be sued
142 entity for the purposes of the "New Jersey Tort Claims Act" only. The College
143 will be required in that circumstance to provide its employees with defense and
144 indemnification consistent with the terms and conditions of the Tort Claims Act in
145 lieu of the defense and indemnification that such employees would otherwise seek
146 and be entitled to, from the Attorney General pursuant to NJSA 59:10-1 et seq.
147 and PL 1972, c.48 (C.59:10A-1 et seq.);
- 148 l. To be accountable to the public for fulfillment of the College's mission and
149 Statewide goals and for effective management of the College;

- m. To submit a request for State support to the Division of Budget and Accounting in the Department of the Treasury and to the Commission in accordance with the provisions of this act;
- n. To have prepared and made available to the public an annual financial statement, and a statement setting forth generally the monies expended for government relations, public relations, and legal costs; and
- o. To have prepared an annual independent financial audit, which audit and any management letters regarding that audit will be deemed public documents.

ARTICLE II – OFFICERS OF THE BOARD

The officers of the Board will be a Chairperson, Vice Chairperson, Secretary, and Treasurer.

Section 1 – Terms of Office

The officers will be elected each year at the annual reorganization meeting in November and will take office at that meeting. They will hold office until their elected successors take office. A majority vote of the members of the Board will be necessary for the election. Vacancies in offices will be filled by the Board.

In addition, the Board at its annual reorganization meeting will elect two members to the Board of School Estimate and make other appointments of advisory personnel.

Section 2 – Duties of Officers

1. Chairperson

The Chairperson will preside at all meetings of the Board and will be a member ex-officio of all committees and will be entitled to vote at all meetings of the Board and of all its committees.

The Chairperson will appoint all committees and designate the Chairperson of such committees, unless otherwise determined by the Board.

2. Vice Chairperson

The Vice Chairperson will perform the duties of the Chairperson in ~~his/her~~ the Chairperson's absence and such other duties as the Chairperson may delegate to ~~him/her~~ the Vice Chairperson from time to time.

3. Secretary

The Secretary will be responsible for the minutes of such meetings and will prepare and submit them to each member of the Board. ~~He/She~~ The Secretary will have charge, under the direction of the Board, of all official records and papers belonging to the Board. ~~He/She~~ The Secretary will have custody of the seal of the Corporation and will have

196 authorization to affix the seal to all documents where its use is required. The Secretary
197 will also perform such duties as may be assigned from time to time by the Board. These
198 responsibilities, by action of the Board, may be delegated to a member of the College
199 staff.

200
201 4. Treasurer

202
203 The Treasurer will be responsible for the safekeeping of all monies paid to the College.
204 These funds will be kept in dedicated bank accounts in the name of the College and in a
205 bank or banks designated by the Board. These responsibilities may be delegated, by
206 action of the Board, to a member of the College staff.

207
208 **Section 3 – Advisory Personnel**

209
210 1. Counsel

211
212 The Board will retain a practicing attorney of New Jersey to render necessary legal
213 advice.

214
215 2. Auditor

216
217 An auditor will be employed to audit all College accounts after the close of the fiscal year
218 on June 30 of each year.

219
220 3. Other

221
222 The Board will appoint such other advisory personnel as needed.

223
224
225 **ARTICLE III – COMMITTEES OF THE BOARD**

226
227
228 In order to use the time, effort, and expertise of the members of the Board effectively, the Board
229 will establish committees to advise and guide its actions.

230
231 Committees are empowered only to investigate, advise, and recommend actions to the Board.
232 Committees will not constitute a quorum of the Board and committee meetings will not be open
233 to the public. Committees may, however, invite public participation in their meetings outside of
234 their own confidential discussions. In order to encourage candid exchange of information among
235 committee members, discussion at these meetings will be considered confidential.

236
237 Once a committee agrees upon a recommendation that is to be brought before the Board,
238 committee members are free to discuss the substance of that recommendation publicly. This
239 should be done, however, without violating the confidential nature of the discussions that
240 preceded the recommendation and especially without publicly associating ideas or opinions
241 expressed with individual committee members.

242
243 Each committee will be provided with a list of its functions and duties. Committees may make
244 recommendations for Board action, but may not act for the Board.

245
246 **Section 1 – Standing Committees**

247
248 The Board may authorize the establishment of such standing committees from among its
249 membership as it finds necessary to make recommendations for Board action. The Chairperson
250 will appoint the committee chairperson and members. The Chairperson and College President
251 will be *ex officio* members of all standing committees.

252
253 All standing committees will be established at the annual reorganization meeting of the Board in
254 November and will be dissolved at the end of the Board's year. They may also be dissolved at
255 any time by a motion of the Board.

256
257 **Section 2 – Committee of the Whole**

258
259 The Board reserves the right to meet and work as a committee of the whole in informational,
260 discussion, and exploratory sessions. No official action will be taken at these meetings, unless so
261 advertised.

262
263 Whenever possible, the Board will operate as a Committee of the Whole.

264
265 To facilitate Board business, the Chairperson will appoint Chairpersons in the following areas of
266 concern:

- 267
268 a. Finance and Facilities
269 b. Academic and Student Affairs
270 c. Commencement

271
272 On such occasions when circumstances warrant use of a committee smaller than the Committee
273 of the Whole, the Chairperson will appoint the Chairperson of the area of concern and an ad hoc
274 committee to manage the specific concern. This committee will disband when the specific
275 concern has been managed and the committee has reported to the entire Board.

276
277 **Section 3 – Special Committees**

278
279 Special committees may be created for special assignments. The same rules will apply to special
280 committees as apply to standing committees, except that they will be dissolved upon completion
281 of their assignments.

288 **ARTICLE IV – OPERATION**

289

290 **Section 1 – Meetings**

291

292 The Board will officially transact all business at a legal meeting of the Board in accordance with

293 New Jersey law and follow guidelines as established by the Open Public Meetings Act.

294

295 Regular meetings will be established by resolution at the annual meeting of the Board.

296 Exceptions may be made where change is deemed appropriate by the Board.

297

298 All meetings of the Board will be open to the public with the exception of meetings to discuss

299 topics that may by law be discussed in closed or executive session.

300

301 Such sessions will be closed to the public and press and will be declared so by a formal motion at

302 a public meeting. Minutes taken at such meetings will remain confidential only so long as their

303 publication would defeat the purpose of the closed session. That such a meeting will be or was

304 held will be recorded in the minutes of the preceding or subsequent regular meeting. Board

305 members and other persons attending the session are honor-bound not to disclose the topic or

306 details of discussion at executive session.

307

308 The Board may invite staff members or others to attend closed sessions at its discretion.

309

310 No official action will be taken at closed sessions, except as sanctioned by law. To take final

311 action on any other matter discussed, the Board will convene in open session.

312

313 The annual reorganization meeting of the Board will be held in November of each year upon a

314 date and time set by the Board.

315

316 Special meetings will be held at the call of the Chairperson, or in written request of four

317 members. Such requests are to be made to the Secretary. Special meetings will be called by the

318 Board Chair or upon request to the Secretary by a majority of the Board members.

319

320 **Section 2 – Notice of Meetings**

321

322 At the beginning of every meeting, the presiding officer must announce that adequate notice of

323 the meeting was provided and must specify the time, place, and manner in which the notice was

324 provided. However, if adequate notice was not provided, the presiding office must state this and

325 must also state:

- 326
- 327 1. The nature of the matter of urgency or importance for which the meeting without
- 328 adequate notice was called;
- 329 2. The nature of the substantial harm to the public interest likely to result from a delay in
- 330 holding the meeting;
- 331 3. The meeting will be limited to discussion of and action on such matters of urgency and
- 332 importance;
- 333 4. The time, place and manner in which some notice of the meeting was provided; and

- 334 5. Either the need for the meeting could not reasonably have been foreseen at a time when
335 adequate notice could have been provided and why this was so or the need could
336 reasonably have been foreseen in time for adequate notice, but the notice was not
337 provided and the reason(s) why.
338

339 A notice of the time and place of every regular meeting and a tentative agenda will be provided
340 to every Board member by the Secretary of the Board at least seventy-two (72) hours prior to
341 such a meeting.
342

343 Adequate notice will be given for all regular and special meetings whenever possible. Adequate
344 notice generally means written advance notice of at least 48 hours.
345

346 Whenever a special meeting is called, a notice stating the purpose of such meeting will be given
347 to each member of the Board at least twenty-four (24) hours prior to the meeting.
348

349 The board may hold a meeting without providing adequate public notice if the following
350 circumstances apply:
351

- 352 1. Three-quarters of the members present vote to do so;
353 2. The meeting is required to deal with matters of such urgency and importance that delay
354 would be likely to result in substantial harm to the public interest;
355 3. The meeting will be limited to discussion of and action on these matters;
356 4. Notice of such meeting is provided as soon as possible following calling the meeting; or
357 5. Either the board could not reasonably have foreseen the need for such meeting at a time
358 when adequate notice could have been provided or the need could have been foreseen in
359 time, but the board failed to give adequate notice.
360

361 In the event of an emergency, the Chairperson may convene the Board as quickly as is deemed
362 necessary.
363

364 Following the annual reorganization meeting, annual notice of the year's regular meeting
365 schedule will be posted on the College bulletin boards; sent to the official newspapers named at
366 the reorganization meeting; and sent to the county clerks of Cumberland and Gloucester.

367 Notification of changes of regular meeting dates and special meetings will be provided in the
368 same manner.
369

370 Both the annual schedule of regular meetings, any revisions to that schedule, and notices of any
371 additional meetings must be sent to any person upon request and upon prepayment of a sum set
372 by the Board. Requests to be on the mailing list for notices can be made on an annual basis and
373 are renewable after each reorganization meeting.
374

375 **Section 3 – Quorum**

376

377 A majority of the members serving on the Board will constitute a quorum for the transaction of
378 business. A smaller number may call the roll, record the names of the absentees, set an alternate
379 date for the meeting and adjourn.

380 **Section 4 – Presiding Officer**

381
382 The Chairperson, or in his/her the Chairperson's absence, and the Vice Chairperson, will preside
383 at all meetings of the Board. In the event the Chairperson and Vice Chairperson will not attend
384 at the time appointed for any meeting of the Board, the Secretary will call the roll and, on
385 appearance of a quorum, will call the Board to order. A Chairperson pro tempore will be elected
386 by the Board for that meeting, or until the appearance of the Chairperson or Vice Chairperson.

387
388 The presiding officer will decide all questions of order.

389 **Section 5 – Agenda and Order of Business**

390
391
392 One week prior to each regular meeting, the Chairperson will be responsible for the transmittal to
393 the members of the Board an agenda for the meeting. No items will be considered that are not on
394 this agenda except by the approval of the majority of the Board members present.

395
396 At all meetings, except Special Meetings, the business before the Board will be conducted in the
397 following manner. However, the Chairperson may change the order of business for any reason.

- 398
399
400
401
402
403
404
405
406
1. Call to order
 2. Members Present
 3. Approval of Minutes
 4. Communications
 5. President's Report
 6. Committee Reports
 7. Other items

407 **Section 6 – Parliamentary Procedure**

408
409 The Board will be governed in its procedure by parliamentary rules and usage as set forth in the
410 latest edition of The Scott Foresman Robert's Rules of Order.

411 **Section 7 – Voting, Adoption of Motions, and Resolutions**

412
413
414 Assuming a quorum is present, a motion is passed or resolution adopted by an affirmative (i.e.
415 “yes” vote) vote of a majority of those present.

416
417 Where members express an actual or possible conflict of interest, they may abstain from voting
418 and the record will reflect that a “no” vote was cast by such person. Persons expressing an actual
419 or potential conflict of interest will not participate in any discussion concerning the proposition.

420 **Section 8 – Audience Participation**

421
422
423 Audience participation may be permitted at regular meetings according to the schedule reflected
424 in that meeting's agenda. The length of time scheduled for public discussion may be stated in
425 the agenda, together with any time limit proposed for individual speakers. The Chairperson or

his/her designee will have the authority to limit or otherwise control audience participation to ensure an orderly and efficient proceeding.

ARTICLE V – AMENDMENTS TO THE BY-LAWS

Section 1 – Amendment Procedure

An amendment to the By-Laws may be adopted at any regular or special meeting of the Board succeeding the meeting at which it was proposed. Copies of the proposed amendment must be mailed to each member of the Board at least ten (10) calendar days before it is to be voted upon, with a statement of the name of the initiator and of the meeting at which it is to be acted upon. No proposed amendment will be adopted except upon the affirmative vote of a majority of the members of the Board.

Section 2 – Suspension of By-Laws

The By-Laws may be suspended at any meeting of the Board by the affirmative vote of a majority of the Board members.

References:

- N.J.S.A. 2C:33-8, *Disrupting Meetings and Processions*
- N.J.S.A. 10:4-6 et seq., *Open Public Meetings Act*
- N.J.S.A. 18A:64A-10, *Organization of Boards*
- N.J.S.A. 18A:64A-12, *General Powers of the Board*
- N.J.S.A. 18A: 64A-8, *Boards of Trustees*
- N.J.S.A. 18A: 64A-9, *Qualifications of Appointed Members of Boards, Terms of Office, etc.;*
Filling Vacancies; No Compensation of Members
- N.J.A.C. 9A:3, *Institutional Codes of Ethics*



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

4
5 REVISE

6 Policy: 3103
7 Title: **DEGREE ~~!~~ AND CERTIFICATE REQUIREMENTS**
8 Area: Academic Services
9 Approved: 07/01/19, 06/14/22, 06/20/23, 04/15/25
10 Revised: TBD

11
12
13 A student requesting to graduate from Rowan College of South Jersey (“RCSJ”) with an
14 associate degree or certificate must:

- 15 • Earn a cumulative Grade Point Average (GPA) of 2.000 or higher;
16 • Complete all required courses for the program of study; ~~and~~
17 • Earn at least 50% of the required degree credits in courses taken at RCSJ;
18 • Earn a minimum of fifteen (15) more credits for each academic certificate taken at
19 RCSJ; and
20 • Earn a minimum of eight (8) more credits for each certificate of achievement
21 taken at RCSJ.

22
23 The President will direct the development of administrative procedures associated with
24 this policy.

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32 References:

33
34 Rowan College of South Jersey Administrative Procedure, *3103 Degree ~~!~~ and Certificate*
35 *Requirements*



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

4
5 REVISE

6 Policy: 3107
7 Title: **MULTIPLE DEGREES AND CERTIFICATES**
8 Area: Academic Services
9 Approved: 07/01/19, 03/21/23, 07/29/25
10 Revised: TBD

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13
14 The College recognizes that students may choose to pursue multiple ~~certifications and/or degrees~~
15 and/or certificates from the College. To be eligible to receive an additional ~~certificate and/or~~
16 degree and/or certificate, students must submit a *Program Version Change Form* with the Office
17 of Advisement.

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20 The President will direct the development of administrative procedures to further define the
21 process associated with this policy.
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36 References:

37
38 Rowan College of South Jersey Administrative Procedure, *3107 Multiple Degrees and*
39 *Certificates*



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

4 REVISE

5 Policy: 3301
6 Title: **ACADEMIC PROGRESS, PROBATION, AND LEAVE**
7 Area: Academic Services
8 Approved: 07/01/19, 08/09/23, 7/30/24
9 Revised: TBD

10
11 A student at the College is deemed to be in Good Standing when making satisfactory
12 progress toward the completion of program requirements ~~when the student has earned~~
13 ing a cumulative grade point average of 2.000 or higher; and ~~complet ed~~ ing 12 college level
14 credits; ~~and has a ratio of credits attempted versus credits completed exceeding 67% in college~~
15 ~~level coursework. Such determination will be made at the conclusion of every semester.~~

16
17 Federal regulations associated with minimal levels of progress application to financial aid
18 students will be administered through the College's Financial Aid Office.

19 A student will be placed on academic ~~probation~~ warning when the student's cumulative
20 GPA falls below 2.000 after a minimum of 12 college-level credits have been attempted
21 ~~and a ratio of credits attempted versus credits completed exceeding 67%.~~ Credit
22 restrictions apply when students are on academic probation. A student will be removed
23 from academic probation when the student's cumulative GPA has risen to 2.000 ~~or above~~
24 ~~and a ratio of credits attempted versus credits completed exceeding 67%.~~ Students on
25 academic probation do not qualify for the President's or Dean's list.

26
27 ~~While on probation, the student will be required to participate in advising sessions with a~~
28 ~~counseling advisor and complete an Academic Success plan. Those who continue to~~
29 ~~demonstrate unsatisfactory progress will be placed on academic leave from the College~~
30 ~~through the next full academic semester and may subsequently initiate readmission to the~~
31 ~~College by making an appointment with a counseling advisor and complete a new~~
32 ~~Academic Success Program.~~

33
34 Those who continue to demonstrate unsatisfactory academic progress will be placed on
35 academic probation for the next full academic semester.

36
37 If a student continues to demonstrate unsatisfactory progress while on probation, the
38 student will be placed on academic leave. To initiate readmission to the College, the
39 student must schedule an appointment with the assigned academic advisor to discuss
40 campus resources and develop strategies for academic improvement.

41

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

44

45 References:

46

47 Rowan College of South Jersey Administrative Procedure, *3301 Academic Progress,*
48 *Probation, and Leave*



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

5 REVISE

6 Policy: 4003
7 Title: ~~DISTANCE EDUCATION~~ DIGITAL LEARNING MATERIALS
8 Area: Innovation and Technology
9 Approved: 07/01/19
10 Revised: TBD
11
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13 Given that the College is responsible for the efficiency and effectiveness of the delivery
14 of online digital learning materials, all online, hybrid, and web-enhanced courses, and
15 related course materials must and the security of the related student data, those materials
16 must meet the following requirements:
17

- 18 1. Reside on College servers and operate through the College's computer
19 network; or
- 20 2. Reside in third-party platforms and solutions approved by the College's &
21 Division of Innovation and Technology and legal counsel.
22
23

24 This policy will apply to all courses delivered by the College unless superseded by the
25 following:
26

- 27 1. Contract language agreed to between the College and a Board of Trustees
28 recognized bargaining unit; or
- 29 2. An official contractual arrangement between the College and an individual,
30 organization, or consortium.
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37 References:

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39 Rowan College of South Jersey Administrative Procedure, ~~4003 Distance Education~~
40 Digital Learning Materials
41
42



**Rowan College
of South Jersey**

RESCIND

Policy: 3013
Title: **DIGITAL LEARNING MATERIALS**
Area: Academic Services
Approved: 07/01/19, 02/14/23
Rescinded: TBD

Given that Rowan College of South Jersey (“College”) is responsible for the efficiency, effectiveness, and security of the delivery of digital materials, all materials must:

1. Reside on College servers and operate through the College’s computer network; or
2. Reside in third party platforms and solutions approved by the College’s Division of Innovation and Technology and legal counsel.

This policy will apply to all courses delivered by the College unless superseded by:

1. Contract language agreed to between the College and a Board of Trustees recognized bargaining unit; or
2. An official contractual arrangement between the College and an individual, organization, or consortium.

Administrative procedures will be developed to support this policy.

References:

Rowan College of South Jersey Administrative Procedure, *3013 Digital Learning Materials*