

CUMBERLAND COUNTY COLLEGE

BOARD OF TRUSTEES

MEETING OF JANUARY 17, 2019

The regular meeting of the Board of Trustees was called to order by Chair Ms. Perez at 5:30 P.M. in the Executive Board Room located in George P. Luciano Family Center for Public Service and Leadership on Campus.

Solicitor Michael L. Testa, Esquire read the applicable section of the Open Public Meetings Act regarding the regular Board of Trustee meeting.

Ms. Perez asked everyone to stand for the Pledge of Allegiance led by Mr. Riley.

Roll Call: Hon. Asselta, Ms. Brown, Ms. Garcia Balicki, Mr. Gruccio, Dr. Ocasio-Jimenez, Mr. Riley, Mr. Whelan, Ms. White-Coursey, Dr. Ward Garrison, Ms. Perez.

Secretary’s Report -

A motion was made by Mr. Riley to approve the Minutes of the Regular Meeting Minutes held on December 20, 2018. The motion was seconded by Mr. Gruccio and was passed by roll call vote as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Mr. Riley | Yes | Dr. Ocasio-Jimenez | Yes |
| Mr. Gruccio | Yes | Mr. Whelan | Yes |
| Hon. Asselta | Yes | Ms. White-Coursey | Yes |
| Ms. Brown | Yes | Dr. Ward Garrison | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

Correspondence – NONE

Persons Wishing To Address The Board With Respect To The Current Meeting Agenda - NONE

Freeholder Liaison Remarks –

Freeholder Director Mr. Joe Derella was present. Mr. Derella reported the unemployment rate in Cumberland County is down to 5%. He reported the federal shutdown has impacted the operations of the United States Department of Agriculture (USDA) and Free Application for Federal Student Aid (FASFA). It is currently impacting two construction projects in Cumberland County requiring federal confirmation. The Cumberland County Human Services Department received a

federal allotment of funding for the period, but the department is unsure if it will receive funding for the next period. The continued federal shutdown is continuing to impact residents. Ms. Perez thanked Mr. Derella for the county update.

Campus Reports –

Ms. Heather Bense, Director of Educational Opportunity Fund (EOF), gave the EOF PowerPoint presentation.

Ms. Bense reported one of the goals and objectives of the program are to provide financial support to the equivalent of 114.25 disadvantaged students to equalize their ability to afford the cost to attend college. This includes assisting students in the ability to financially overcome barriers (i.e. financial assistance to fix their car or connecting a student with home Wi-Fi) that may prevent them from finishing the College's programs. She reported soft skills are important for the student to foster in the program because students utilize these skills in internships, employment, and in the community.

She reported one of the goals and objectives of the program are to have 80% of EOF student's meet or exceed CCC's standards of academic progress (SAP). She reported program retention rate has increased in the last two years. She reported the current retention rate is 78.7%. The College almost met a higher the retention rate this year, but the numbers were impacted due to two students leaving the College and the state of New Jersey.

She reported the program increased to 166 in the 2016-2017 academic year due to an increase in funding for the program. She reported in the 2017-2018 academic year 57 students received President's or Dean's list honors. She reported in the 2017-2018 academic year there were 35 graduates. She reported first time full time GPA over 3.0 increased to 34 students during the 2017-2018 academic year.

Ms. Perez asked Ms. Bense how the retention numbers of the College compare to other College's in the state. She commented it was a good question and she would find out more information about how the numbers compare with other College's in the state.

Ms. Bense reported the good outcomes of the program are a reflection of the increase in tutoring services provided on campus. She reported her program hired three to four EOF peer tutors. The quick access to tutors helps reduce the stigma of asking for help and the obstacle of waiting for an appointment.

Ms. Bense had a student tutor representative, Kynaat Moosvi, attend the Board Meeting to explain why the program works so well. The representative reported the tutors divide the College's subjects among the four of them. For example, one tutor may do the math/science subjects and another tutor may do the language subjects. She reported students can schedule tutoring appointments online, but the student also has immediate access to tutoring services on campus. She reported the tutoring office offers a non-intimidating environment that encourages students to ask for help. It's almost like asking a friend for tutoring help. She reported recently she bonded with another student from Pakistan and they bonded over similarities in language and interests in food. She reported the student felt initially hesitant to ask for help; however, after the first semester she felt comfortable and received all A's. As her tutor, I was responsible to help her proof read her papers.

Ms. Bense commented the tutoring services offered are definitely worth using and she wanted to celebrate the hard work of the tutors on campus. Ms. Bense asked the Board if they had any questions regarding her presentation.

Hon. Asselta asked Ms. Bense how many student athletes utilize the EOF program. She reported the student must be financial aid tag eligible and meet the requirements of the program. Thus, there are a small number of student athletes enrolled in the program. Hon. Asselta asked if it was underutilized for athletes. Ms. Kellie Slade, Executive Director, Student Services, responded each athletic team has academic advisors to assist students. Ms. Bense commented all enrolled students in the program must meet weekly with the EOF advisors to remain eligible in the program.

Ms. Perez said thank you for the presentation and commented she really appreciated it.

Review of Consent Agenda -

A. Personnel & Affirmative Action

1. Consideration to approve Employment of Brittany Cresci as Part Time, Student Development Advisor, for STEM Career Pathways at a hourly rate of \$28.39 effective February 1, 2019. *(This is a HSI STEM Career Pathways grant funded position)*
2. Consideration to approve Employment of Ramona Pontelandolfo as Part Time, Learning Assistant III for the Testing and Tutoring Center at a hourly rate of \$23.60 effective February 1, 2019. *(This is a Community College Opportunity Grant grant-funded position)*
3. Consideration to approve Employment of Patricia Mooneyham as Full Time, Assistant Director, Workforce at an annual rate of \$51,668.00 effective February 1, 2019.
4. Consideration to approve Employment of Kimberly Zebley as Part Time, Student Development Advisor-Generalist, grant-funded, at an hourly rate of \$28.39 effective February 1, 2019. *(This is a Community College Opportunity Grant grant-funded position)*
5. Consideration to accept the attached list of resignations/retirements/terminations.

B. Finance & Planning – NONE

C. Academic and Student Affairs – NONE

A motion was made by Dr. Ward Garrison to approve Consent Agenda Item(s). The motion was seconded by Ms. White-Coursey and passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Dr. Ward Garrison | Yes | Mr. Gruccio | Yes |
| Ms. White-Coursey | Yes | Dr. Ocasio-Jimenez | Yes |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Mr. Whelan | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

Reports of Standing Committees -

A. Personnel & Affirmative Action – Dr. Christine Ward Garrison, Chair - NONE

B. Finance & Planning – Ms. Michelle Brown, Chair

1. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2387-2019 authorizing the College to award a contract to RST Security & Investigations of Mullica Hill, NJ for after-hours security services for a total not to exceed \$35,000 for a period not to exceed 180 days, renewed at 30 day intervals as needed, effective January 1, 2019. The motion was seconded by Mr. Whelan and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|---------|
| Dr. Ward Garrison | Yes | Mr. Guccio | Yes |
| Mr. Whelan | Yes | Dr. Ocasio-Jimenez | Abstain |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Ms. White-Coursey | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

Hon. Asselta asked Ms. Perez why the college needs these contracted security services for the College. Ms. Perez referred Hon. Asselta's question to Dr. Schneider. Dr. Schneider reported the security services are utilized after hours during the nights and weekends.

2. A motion was made by Mr. Guccio for consideration to adopt Resolution #2388-2019 authorizing the College to award a contract for annual service for the Honeywell Business Integrator System to Honeywell Building Solutions of Mt. Laurel, NJ in the amount of \$17,732.00 for the contract period of October 1, 2018 through September 30, 2019. The motion was seconded by Mr. Whelan and was passed by roll call as follows.

| | | | |
|--------------------|-----|--------------------|-----|
| Mr. Guccio | Yes | Dr. Ocasio-Jimenez | Yes |
| Mr. Whelan | Yes | Mr. Riley | Yes |
| Hon. Asselta | Yes | Ms. White-Coursey | Yes |
| Ms. Brown | Yes | Dr. Ward Garrison | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

3. A motion was made by Dr. Ward Garrison for consideration to adopt Revision to Policy 6.5 – Unpaid Extended Sick Leave. The motion was seconded by Mr. Whelan and was passed by roll call as follows.

| | | | |
|--------------------|-----|--------------------|-----|
| Dr. Ward Garrison | Yes | Mr. Guccio | Yes |
| Mr. Whelan | Yes | Dr. Ocasio-Jimenez | Yes |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Ms. White-Coursey | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

4. A motion was made by Mr. Whelan for consideration to adopt Policy 6.38 – Code of Conduct. The motion was seconded by Mr. Riley and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Mr. Whelan | Yes | Mr. Guccio | Yes |
| Mr. Riley | Yes | Dr. Ocasio-Jimenez | Yes |
| Hon. Asselta | Yes | Ms. White-Coursey | Yes |
| Ms. Brown | Yes | Dr. Ward Garrison | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

5. A motion was made by Dr. Ward Garrison for consideration to adopt Policy 6.43 – Social Media. The motion was seconded by Ms. White-Coursey and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Dr. Ward Garrison | Yes | Mr. Guccio | Yes |
| Ms. White-Coursey | Yes | Dr. Ocasio-Jimenez | Yes |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Mr. Whelan | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

6. A motion was made by Mr. Guccio for consideration to adopt Policy 6.44 – Family Medical Leave. The motion was seconded by Mr. Riley and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Mr. Guccio | Yes | Dr. Ocasio-Jimenez | Yes |
| Mr. Riley | Yes | Mr. Whelan | Yes |
| Hon. Asselta | Yes | Ms. White-Coursey | Yes |
| Ms. Brown | Yes | Dr. Ward Garrison | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

7. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2389-2019 authorizing purchases and disbursements in the amount of \$502,317.74 for the current period.

The motion was seconded by Mr. Whelan and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|-----|
| Dr. Ward Garrison | Yes | Mr. Guccio | Yes |
| Mr. Whelan | Yes | Dr. Ocasio-Jimenez | Yes |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Ms. White-Coursey | Yes |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

8. A motion was made by Ms. Garcia Balicki for consideration to adopt Resolution #2390-2019 authorizing purchases and disbursements in the amount of \$86,988.82 to Cumberland County Improvement Authority of Millville, NJ for the current period. The motion was seconded by Mr. Whelan and was passed by roll call as follows:

| | | | |
|--------------------|---------|--------------------|---------|
| Ms. Garcia Balicki | Yes | Dr. Ocasio-Jimenez | Abstain |
| Mr. Whelan | Yes | Mr. Riley | Yes |
| Hon. Asselta | Yes | Ms. White-Coursey | Yes |
| Ms. Brown | Yes | Dr. Ward Garrison | Yes |
| Mr. Guccio | Abstain | Ms. Perez | Abstain |

9. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2391-2019 authorizing purchases and disbursements in the amount of \$31,917.00 to Cumberland County

Board of Vocational Education of Vineland, NJ for the current period. The motion was seconded by Mr. Whelan and was passed by roll call as follows:

| | | | |
|--------------------|-----|--------------------|---------|
| Dr. Ward Garrison | Yes | Mr. Gruccio | Yes |
| Mr. Whelan | Yes | Dr. Ocasio-Jimenez | Abstain |
| Hon. Asselta | Yes | Mr. Riley | Yes |
| Ms. Brown | Yes | Ms. White-Coursey | Abstain |
| Ms. Garcia Balicki | Yes | Ms. Perez | Yes |

C. Academic & Student Affairs — Mr. Bruce Riley, Chair - NONE

Consideration of Old Business – NONE

Consideration of New Business – NONE

CCC Foundation Liaison Report – Dr. Christine L. Ward Garrison –

Dr. Ward Garrison commented it would be her pleasure to report on the recent foundation meeting held in December. She reported a survey was sent to seek engagement and donor interest of the College's alumni. Furthermore, she reported an event took place to thank the donors of the foundation at the Arts and Innovation Center in Millville, New Jersey.

NJCCC Trustee Ambassador Report – Mr. William Gruccio & Hon. Nicholas Asselta – NONE

President's Report – Dr. Shelly O. Schneider –

Dr. Schneider expounded on her President's Report. She reported an automated external defibrillator (AED) device was installed in the Arts and Innovation Center. She reported the device would be stored in the security department and used as necessary during an emergency. She reported two trainings regarding the use of the AED device would be held in January.

She reported the campus hosted its annual two day Martin Luther King Jr. service day event with nearly 100 students and staff participation. She reported the College was partnering with Center for Family Services for an event to be held in January for domestic violence awareness in the Luciano Conference Center on campus.

Dr. Schneider was excited to report Mr. Giuseppe Lamberti would become the new men's head soccer coach. She reported Mr. Lamberti had seven successful seasons at Camden County College before joining the College this year.

Persons Wishing To Address The Board – NONE

There being no further business to come before the Board, a motion was made by Mr. Whelan to adjourn the meeting and was seconded by Mr. Gruccio. The meeting was adjourned at 5:58 P.M.

Respectfully Submitted,

MR. BRUCE RILEY,
SECRETARY