

**CUMBERLAND COUNTY COLLEGE**

**BOARD OF TRUSTEES**

**MEETING OF MAY 15, 2018**

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 Todd W. Heck, 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 Ms. Nicolosi.

**Roll Call:** Hon. Asselta, Ms. Brown, Mr. Cassisi, Mr. Gruccio, Mr. McGrory, Ms. Nicolosi, Mr. Whelan, Dr. Ward Garrison, Ms. Perez.

A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2313-2018 authorizing the Board of Trustees to meet in Executive Session to discuss matters that are deemed privileged pursuant to N.J.S.A. 10:4-12(b)(7) pending or anticipated litigation or contract negotiation other than in subsection b.(4) herein in which the public body is, or may become, a party; (4), any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body; and (8), regarding personnel. The motion was seconded by Mr. McGrory and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Gruccio	Yes
Mr. McGrory	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

**Secretary's Report -**

A motion was made by Dr. Ward Garrison to approve the Minutes of the Regular Meeting held on April 19, 2018. The motion was seconded by Mr. Whelan and was passed by roll call vote as follows:

Dr. Ward Garrison	Yes	Mr. Guccio	Yes
Mr. Whelan	Yes	Mr. McGrory	Yes
Hon. Asselta	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

A motion was made by Dr. Ward Garrison to approve the Minutes of the Executive Meeting held on April 19, 2018. The motion was seconded by Mr. Whelan and was passed by roll call vote as follows:

Dr. Ward Garrison	Yes	Mr. Guccio	Abstain
Mr. Whelan	Yes	Mr. McGrory	Yes
Hon. Asselta	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

A motion was made by Mr. Whelan to approve the Minutes of the Special Meeting held on April 26, 2018. The motion was seconded by Mr. McGrory and was passed by roll call vote as follows:

Mr. Whelan	Yes	Mr. Guccio	Abstain
Mr. McGrory	Yes	Ms. Nicolosi	Abstain
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Abstain	Ms. Perez	Yes
Mr. Cassisi	Yes		

**Correspondence –**

Dr. Salomon-Fernandez expounded on the letter from Mr. Jeremy Early, Compliance Manager, Federal Student Aid, Office of the US Department of Education, informing Dr. Yves Salomon-Fernandez of Cumberland’s final audit determination that relate to the programs authorized pursuant to Title IV of the Higher Education Act of 1965. She reported the audit found a few issues pertaining to financial aid from last year that have been resolved. She commented the error occurred after the previous director of financial aid moved on to another position and appropriate staff have been hired to prevent the issue occurring in the future.

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

**Freeholder Liaison Remarks – NONE**

**Review of Consent Agenda**

**A. Personnel & Affirmative Action**

1. Consideration to approve Employment of Alice Soto as Part Time, Learning Assistant/ Technical Assistant III, in ESL, at an hourly rate of \$24.11, effective September 1, 2018.
2. Consideration to approve Employment of Naomi Rivera as Part- Time, Enrollment Services Representative III, One Stop, at an hourly rate of \$17.86, effective June 1, 2018.
3. Consideration to approve Employment of Edward Myers Jr. as Full-Time, Purchasing Agent, at an annual rate of \$52,679, effective June 1, 2018.
4. Consideration to approve the attached list of Faculty promotions, effective September 1, 2018.
5. Consideration to approve the attached list of Faculty promotions, effective July 1, 2018.
6. Consideration to approve the attached list of Management promotions, effective July 1, 2018.
7. Consideration to accept the attached list of resignations/retirements/terminations.

**B. Finance & Planning – NONE**

1. Consideration to approve the Clinical Affiliation Agreements for the College’s Radiography and Nursing Programs per the attached list.

**C. Academic and Student Affairs – NONE**

A motion was made by Ms. Nicolosi to approve Consent Agenda Item(s). The motion was seconded by Mr. McGrory and passed by roll call as follows:

Ms. Nicolosi	Yes	Mr. Gruccio	Yes
Mr. McGrory	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

**Reports of Standing Committees**

**A. Personnel & Affirmative Action – Dr. Christine Ward Garrison, Chair**

1. A motion was made by Ms. Nicolosi for consideration to approve an additional 12 weeks’ leave of absence beyond FMLA, for Philip Cecola, Director Safety and Security, per Board Policy 6.5. The motion was seconded by Mr. McGrory and was passed by roll call as follows:

Ms. Nicolosi	Yes	Mr. Gruccio	Yes
Mr. McGrory	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

**B. Finance & Planning – Mr. Joseph P. Cassisi, Chair**

1. A motion was made by Dr. Ward Garrison for consideration to adopt revisions to Policy 6.36 – Weapons on Campus Policy. The motion was seconded by Mr. McGrory and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Gruccio	Yes
Mr. McGrory	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

2. A motion was made by Mr. McGrory for consideration to authorize the college’s administration to enter into an agreement with the Gloucester County Special Services School District to operate a summer migrant education program from June 18, 2018 through July 19, 2018 in the amount of \$40,800.00. The motion was seconded by Ms. Nicolosi and was passed by roll call as follows.

Mr. McGrory	Yes	Mr. Gruccio	Yes
Ms. Nicolosi	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

3. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2304-2018 authorizing the College to enter into an agreement with the Vineland Board of Education, LEA for the Cumberland County Regional Cooperative to provide transportation services for the annual Title I/Migrant Education Program from June 18, 2018 through June 29, 2018 in the amount of \$6,600.00. Funds for this contract are provided through the Migrant ESL Grant. The motion was seconded by Mr. McGrory and was passed by roll call as follows.

Dr. Ward Garrison	Yes	Mr. Gruccio	Abstain
Mr. McGrory	Yes	Ms. Nicolosi	Abstain
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

4. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2305-2018 authorizing the College to enter into an agreement with the Vineland Board of Education, LEA for the Cumberland County Regional Cooperative to provide transportation services for the annual Title I/Migrant Education Program from July 2, 2018 through July 19, 2018 in the amount of \$9,075.00. Funds for this contract are provided through the Migrant ESL Grant.

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

Dr. Ward Garrison	Yes	Mr. Gruccio	Abstain
Mr. McGrory	Yes	Ms. Nicolosi	Abstain
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

5. A motion was made by Mr. McGrory for consideration to amend Resolution #1909-2015 authorizing the College to amend the original contract with Barnes and Noble Booksellers LLC of Pittsburgh, PA effective July 1, 2018 through June 30, 2020, with options to provide a First Day inclusive access program and an option to renew for an additional five years. The

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

Mr. McGrory	Yes	Ms. Nicolosi	Yes
Mr. Gruccio	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

6. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2307-2018 authorizing purchases and disbursements in the amount of \$669,084.55 for the current period.

The motion was seconded by Ms. Brown and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. McGrory	Yes
Ms. Brown	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Mr. Whelan	Yes
Mr. Cassisi	Yes	Ms. Perez	Yes
Mr. Gruccio	Yes		

7. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2308-2018 authorizing purchases and disbursements in the amount of \$496.30 to Custom Graphics, Inc. of Vineland, New Jersey for the current period. The motion was seconded by Mr. Guccio and was passed by roll call as follows.

Ms. Nicolosi	Yes	Mr. McGrory	Yes
Mr. Guccio	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Abstain
Mr. Cassisi	Yes		

**C. Academic & Student Affairs – Ms. Michelle D. Brown, Chair**

1. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2309-2018 approving the nomenclature change from: Liberal Arts/Television & Digital Media Production A.A., to Liberal Arts/Digital Media A.A. The motion was seconded by Mr. Cassisi and was passed by roll call as follows.

Dr. Ward Garrison	Yes	Mr. McGrory	Yes
Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Guccio	Yes		

2. A motion was made by Mr. Whelan for consideration to adopt Resolution #2310-2018 approving the nomenclature change from: Liberal Arts/Public Relations A.A., to Integrated Marketing Communications (IMC) A.A. The motion was seconded by Mr. McGrory and was passed by roll call as follows.

Mr. Whelan	Yes	Mr. Guccio	Yes
Mr. McGrory	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

3. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2311-2018 approving the nomenclature change from: Biomedical Science A.S., to Biological Science A.S. 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	Mr. McGrory	Yes
Hon. Asselta	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes		

4. A motion was made by Mr. Whelan for consideration to adopt Resolution #2312-2018 approving the nomenclature change from: Biomedical Science/Healthcare A.S., to Biological Science/Health Science A.S. The motion was seconded by Mr. Cassisi and was passed by roll call as follows.

Mr. Whelan	Yes	Mr. McGrory	Yes
Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. Gruccio	Yes		

**Consideration of Old Business – NONE**

**Consideration of New Business – NONE**

**Campus Reports –**

Ms. Anne Daly-Eimer (Acting Executive Dean, Student Services) gave the PowerPoint presentation on the official graduation profile report.

She reported the College’s 2018 University Center Commencement Ceremony would take place Thursday, May 17, 2018 at 11:00 A.M. She reported the College’s 2018 Commencement Ceremony would take place on Thursday, May 17, 2018 at 6:00 P.M. She commented the seating chart for the commencement ceremony was changed this year to add an aisle. She commented if severe weather was to occur on commencement day then two separate ceremonies based on majors would be held on Thursday, May 17, 2018 indoors at the College. The first ceremony would be held at 4:00 P.M. and another ceremony would be held at 7:00 P.M.

Ms. Daly-Eimer reported the class of 2018 is the third largest graduating class in the College’s history. She commented the graduating student body consists of 463 females and 247 males. She commented this is the first time in the College’s history that biomedical science is the top program of choice of student enrollment. In addition, this is the first time in the College’s history that

alcohol and drug counselling is one of the top programs of choice for student enrollment. In addition, she reported 95 dual credit students would be graduating this year and the trend for dual credit graduates would be increasing in the future.

#### **CCC Foundation Liaison Report – Mr. Patrick W. McGrory**

Mr. McGrory reported the Annual Golf Classic will be held on June 6, 2018 at the Union League National (formerly known as the Sand Barrens Golf Club). He reported the brochures for the event were mailed a few days ago to encourage more donations from the community. He commented this event was one of the College's biggest fundraisers and it brings the community together to celebrate the students. He reported the College's foundation is very active and to date the College Foundation has raised \$441,000.

Dr. Ward Garrison added the College Foundation organized a memorial event on campus to celebrate the life of John Adair, a beloved professor whom dedicated 50 years to his profession, who passed away recently. Dr. Ward Garrison commented it was moving to see so many people from the community attend to the event to celebrate Mr. Adair's life. She reported the event reflected well on the Foundation.

#### **NJCCC Trustee Ambassador Report – Mr. Joseph Cassisi - NONE**

#### **President's Report – Dr. Yves Salomon-Fernandez –**

1. This Thursday, the College will be awarding 881 Associate degrees and certificates to 710 students. Additionally, 150 Bachelor's and Master's degrees will be awarded through our university partners. At the end of April, we graduated 130 workforce development allied health students.
2. Earlier this month, two of our students, Heather Willits and Felicia Miller, were awarded the New Jersey All-Academic award from Phi Theta Kappa in Trenton.
3. By the end of this month, the College is expected to complete the negotiation process with all of our associations. We are hopeful that we are nearing the end of this process.
4. The College has entered the planning stage of implementation for security upgrades based on deficiencies and vulnerabilities identified last year and this year following our lock-down incidents. The County has released \$1.5 million to support this project. In addition, we have undertaken efforts to align our processes and procedures with those of CCTEC and improve practices, where necessary, as we now have a joint campus team.

5. Last week we celebrated the contributions of Professor John Adair who passed away last January. In honor of his memory, his family has established a scholarship award in his name to support students majoring in the humanities.
6. In our efforts to begin disseminating the message of college-going to younger grades, our admissions and recruitment teams have begun engaging parents, counselors, and students at the middle school level around planning for attending college and emphasizing attendance, which is also a minimum criterion for School Counts! Scholarship eligibility.

After Dr. Salomon-Fernandez read her president's report, she commented the College's baseball team would be playing in the championships this weekend on Saturday and Sunday.

**Persons wishing to address the board –**

Ms. Perez congratulated Mr. Lore on receiving a nomination for Professor of the Year.

John Lore, Assistant Professor of English and President of the Faculty Association, commented John Adair meant a lot to all of us at the College. Mr. Lore commented he wanted to follow up from the previous meeting regarding the memorandum of understanding. He wanted to know if the staff and employees could have a chance to have a voice. Ms. Perez responded no time lines have been established at this time. Mr. Lore expressed his concerns regarding the maintenance and janitorial staff contracts set to expire soon. He asked the Board if the maintenance and janitorial staff have been interviewed and offered employment at the Cumberland County Improvement Authority (CCIA) at this time. Ms. Perez stated she could not speak on it at this time.

There being no further business to come before the Board, a motion was made by Ms. Brown to adjourn the meeting and was seconded by Mr. McGrory. The meeting was adjourned at 7:03 P.M.

Respectfully Submitted,

MS. MICHELLE BROWN,  
SECRETARY