

CUMBERLAND COUNTY COLLEGE

BOARD OF TRUSTEES

MEETING OF JUNE 16, 2016

The Meeting of the Board of Trustees was called to order by Chair Pamela Sjogren at 6:00 P.M. in the Executive Board Room located in the 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.

Ms. Sjogren asked everyone to stand for the Pledge of Allegiance led by Dr. Yves Salomon-Fernandez.

Ms. Sjogren called for a moment of silence on behalf of the victims in the most recent tragedies in Florida.

Roll Call: Ms. Brown, Mr. Cassisi, Ms. Chase, Mr. McGrory, Ms. Nicolosi, Ms. Perez, Dr. Garrison, and Ms. Sjogren.

A motion was made by Dr. Garrison for Approval of Minutes of the Regular Meeting Minutes held on May 17, 2016. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

Dr. Garrison	Yes	Ms. Chase	Yes
Ms. Perez	Yes	Mr. McGrory	Yes
Ms. Brown	Yes	Ms. Nicolosi	Abstain
Mr. Cassisi	Yes	Ms. Sjogren	Yes

Correspondence:

- Memorandum from Kellie Slade, Executive Director, CASS, informing Dr. Yves Salomon-Fernandez that the Alumni Trustee for 2016-17 is Ms. Jeannie Garcia.

Ms. Sjogren welcomed Ms. Garcia.

Campus Reports:

1. Employee Pathways Presentations - Ms. Kellie Slade, Executive Director, CASS

Ms. Kellie Slade introduced the Employee Pathways program to the Board.

The A Team - Mr. Nathan Alridge

The goal of the A Team is to feed minds and touch lives. It is modeled after the VP Fellows Model – (underrepresented males in Cumberland County) started by Dr. Isekenegbe in 2007. The plan is to create a VP Scholars Institute of Leadership and expand the institute to include women. The VP Fellows created great results which supported such causes as summer camps, AIDS Awareness Day, and Domestic Violence Awareness.

The A Team is working to get the Institute fully operational by the Fall of 2016. It has created a model to follow for the meetings which includes an agenda, a theme, a quote of the day, a fable of the day, some history and review of current events along with food. There will be various topics for presentation and discussion. Its mission/vision is to touch lives of underrepresented students.

Mr. McGrory expressed that the mission is impressive and commended all involved for doing a spectacular job. He asked if women will also be included.

Mr. Alridge said that women are part of their vision.

Veterans for Success – Ms. Patti Gilmore

This team's purpose is to enable student veterans to overcome obstacles at Cumberland County College.

Their goal is to direct student veterans to resources such as academic workshops, financial aid workshops and personal workshops to promote a smooth transition to higher education and civilian life.

Activities will be held in the veterans' resource room in the Academic Building.

The plan encourages veterans to persist from semester to semester. It hopes to foster and develop relationships with counselors on campus and in the workforce program.

The team goal is to take veteran students' successes and experiences and utilize them to help and support the veterans.

Flicksters – Ismail Asadov

The team goal is to create resources for students seeking financial aid and to promote enrollment and retention.

Federal guidelines have changed for filing for financial assistance from January to the previous October, which is beneficial in that this will help to register students early, without having to wait for tax return information.

The team has requested the purchase of new software called FATV which is a cloud-based recruiting tool. The FATV cloud-based software has a database incorporated into the program. It can produce reports and target different groups; for example, "poor retention". Utilizing this tool will allow for early intervention before the student is lost. There are different modules that can be purchased and can be tailored to College needs.

At present, the team has not been able to implement its strategy, as the software has not been procured.

Ms. Perez asked if there was an application with this software that would give push notifications.

Mr. Asadov said yes that there is an application that can be placed out on social media.

Mr. McGrory asked if they had reached out to other colleges who have used this particular software.

Mr. Asadov said that they had.

Team Connect – Each member took a turn in presenting its project.

The team goal is to inspire a “campus culture of welcome”. Students need to feel and experience connection to Cumberland County College right from the very beginning. First time college students have a hard time navigating through the system and the College wants to present an atmosphere of welcome creating a comfortable environment for them.

Team goals: Provide the students early access and guidance in technology support. Another goal is to aid and assist students to connect with key personnel. The target population is freshmen.

The approach: 1. Host a welcome week. 2. Continue ongoing interaction on “Tech Tuesdays” throughout the academic year.

Welcome Week will consist of tables throughout the campus. “Passports” will be provided to new students, and will be “stamped” as they visit all of the sites listed to familiarize themselves with the campus. Once they have done so, they will receive a prize. There is a limited number of passports, and the team will track how many students have utilized the opportunity.

Tech Tuesdays will provide sessions to answer any questions students may have about technology and to help they navigate through the on-line portal.

Ms. Charlesworth said she felt this was a great idea. When she started at CCC she came a few days early to map out her schedule. Students feel more comfortable easing into the routine of college.

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 Ms. Tracey Wescott-Cosme as Full-time, Assistant to the Executive Director, Workforce and Community Education, at an annual salary of \$40,878.00, effective July 1, 2016.
2. Consideration to approve the re-employment of the attached list of employees, hired between the months of March 2016 and June 2016, under the terms of the appropriate collective bargaining agreement between the Board of Trustees and the Association Contract in accordance with the attached list.

B. Finance & Planning

NONE

C. Academic and Student Affairs

NONE

A motion was made by Ms. Perez for consideration to approve the Consent Agenda Item A.

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

Ms. Perez	Yes	Ms. Chase	Yes
Ms. Nicolosi	Yes	Mr. McGrory	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes

Mr. DeLeon arrived at 6:55 P.M.

Reports of Standing Committees

A. Personnel & Affirmative Action - Ms. Donna M. Perez, Chair

1. A motion was made by Mr. McGrory for consideration to approve an additional 12 weeks' leave of absence beyond FMLA for Danielle Romeo, Senior Assistant to the Executive Director, Communications and Marketing, per Board Policy 6.5. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Ms. Chase	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

2. A motion was made by Mr. McGrory for consideration to approve an additional 12 weeks' leave of absence beyond FMLA for Jacquelyn Whilden, Administrative Assistant, per Board Policy 6.5. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Chase	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

3. A motion was made by Ms. Chase for consideration to approve an additional 10 weeks' leave of absence beyond FMLA for Ann Nitsche, One Stop Enrollment Services Supervisor, per Board Policy 6.5. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Chase	Yes	Ms. Perez	Yes
Mr. McGrory	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

B. Finance & Planning - Dr. Christine L. Ward Garrison, Chair

1. A motion was made by Mr. McGrory for consideration to adopt Resolution #2032-2016 authorizing the College's administration to apply for funds in the amount of \$348,692.00, under the Carl D. Perkins Career and Technical Education Act of 2006, beginning on July 1, 2016, and ending on June 30, 2017. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Perez	Yes
Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Ms. Chase	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

2. A motion was made by Ms. Perez for consideration to adopt Resolution #2033-2016 authorizing the College to award contracts for the purchase of custodial supplies through June 30, 2017 per attached exhibit. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

Ms. Perez	Yes	Mr. McGrory	Yes
Ms. Brown	Yes	Ms. Nicolosi	Yes
Mr. Cassisi	Yes	Dr. Garrison	Yes
Ms. Chase	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

3. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2034-2016 authorizing the College to award contracts for the purchase of print services through June 30, 2017, per attached exhibit. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. DeLeon	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Chase	Yes		

4. A motion was made by Ms. Chase for consideration to adopt Resolution #2035-2016 authorizing the College to award a contract to serve as the lead agency for all county colleges in New Jersey to The College Board of New York, NY for Accuplacer units at a cost of \$1.95 per unit through July 31, 2017. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

Ms. Chase	Yes	Mr. McGrory	Yes
Ms. Perez	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

5. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2036-2016 authorizing the College to award a contract for promotional items as needed to Inkwell Global Marketing of Manalapan, NJ, for an anticipated amount of \$21,000.00 for the period July 1, 2015 through June 30, 2016. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. DeLeon	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Chase	Yes		

6. A motion was made by Ms. Perez for consideration to adopt Resolution #2037-2016 authorizing the College to award contracts for the purchase of athletic supplies through June 30, 2017 per attached exhibit. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Perez	Yes	Mr. DeLeon	Yes
Mr. McGrory	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Chase	Yes		

7. A motion was made by Ms. Chase for consideration to adopt Resolution #2038-2016 authorizing the College to award contracts for the purchase of athletic uniforms and practice gear through June 30, 2017 per attached exhibit. The motion was seconded by Ms. Nicolosi and passed by roll call vote as follows:

Ms. Chase	Yes	Mr. McGrory	Yes
Ms. Nicolosi	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

8. A motion as made by Ms. Nicolosi for consideration to adopt Resolution #2040-2016 authorizing the College to award a contract for flood insurance, to Borden-Perlman Insurance Company of Lawrenceville, NJ in the amount of \$3,164.00 for the period of April 11, 2016 through April 10, 2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. DeLeon	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Chase	Yes		

9. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2041-2016 authorizing the College to enter into a joint agreement with nine of New Jersey's Community Colleges for the purchase of Turnitin Plagiarism Prevention Technology from Turnitin, LLC, based in Oakland, California, for a fee not to exceed \$87,873.60 in total, of which \$4,362.00 is Cumberland's share from July I, 2016 through June 30, 2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. DeLeon	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Chase	Yes		

10. A motion was made by Ms. Perez for consideration to adopt Resolution #2042-2016 authorizing the College to award a contract for antivirus and lockdown software to Centurion Technologies of Fenton, MO, for an amount not to exceed \$10,478.90 for the period April 29, 2016 through April 28, 2017. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

Ms. Perez	Yes	Mr. McGrory	Yes
Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Ms. Chase	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

11. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2043-2016 authorizing purchases and disbursements in the amount of \$915,017.64 for the current period. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. McGrory	Yes
Ms. Chase	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. DeLeon	Yes		

C. Academic & Student Affairs - Ms. Ginger Chase, Chair

NONE

Consideration of Old Business

NONE

Consideration of New Business

NONE

CCC Foundation Liaison Report - Mr. Patrick W. McGrory

Mr. McGrory informed the Board that the *School Counts!* Golf Classic was a spectacular event, raising over \$70,000.

Ms. Perez said that she attended the Awards Ceremony and that she found the recipients and the families were very grateful for the support. They were thankful to the Foundation, and Ms. Perez expressed her appreciate to the Foundation for their continued efforts to support the students of Cumberland County College.

Mr. McGrory reported that the gifts for May totaled \$29,556 and the total giving since July 1,

2015 was \$514,582.

This past Tuesday was the first Foundation meeting with new president, Dr. Yves Salomon-Fernandez, and Mr. McGrory said that there was great enthusiasm and optimism for the future as they prepare for the 50th Anniversary of the College.

Ms. Perez asked Mr. McGrory if the giving was on par from last year. Mr. McGrory said that it was pretty close.

NJCCC Trustee Ambassador Report - Mr. Joseph Cassisi

None

President's Report – Dr. Yves Salomon-Fernandez

Dr. Salomon-Fernandez began by acknowledging and expressing appreciation for the team at Cumberland County College who have helped and have embraced her as she has taken her place as President.

Dr. Salomon-Fernandez is working with the staff to create avenues for more tuition revenue and non-tuition funding for the College, not just for the coming Fall semester, but for the rest of the Summer semesters. They will also be working to reach agreements with the associations on their respective contracts for April 2017.

Dr. Salomon-Fernandez is working with the staff regarding the 50th anniversary celebration of the College and has done some reorganizing of the planning committee and leadership. This will help to maximize internal and external community participation.

Dr. Salomon-Fernandez reported that she is trying to immerse herself into the community both in person and by social media. She has launched a professional Facebook page related to the College and the community.

Persons wishing to address the Board

None

Ms. Chase expressed appreciation to Ms. Chelsea Charlesworth for her representation as Alumni Trustee for the past year.

There being no further business, a motion was made by Ms. Perez to adjourn the meeting. The motion was seconded by Dr. Garrison.

Meeting adjourned at 7:23 P.M.

Respectfully submitted,

MR. JOSEPH P. CASSISI,
SECRETARY