

CUMBERLAND COUNTY COLLEGE

BOARD OF TRUSTEES

MEETING OF AUGUST 18, 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 Robert J. Casella, Esquire read the applicable section of the Open Public Meetings Act regarding the regular Board of Trustee meeting and the Board of Trustees meeting in executive session.

Ms. Sjogren asked everyone to stand for the Pledge of Allegiance.

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

A motion was made by Mr. McGrory for consideration to adopt Resolution #2045-2016 honoring Ms. Chelsea Charlesworth for her service as the Alumni Trustee. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

Ms. Sjogren read the resolution and expressed her thanks to Ms. Charlesworth for her service. Ms. Charlesworth expressed her thanks to the Board and Dr. Salomon-Fernandez also expressed her thanks.

A motion was made by Dr. Garrison for approval of Minutes of the Regular Meeting Minutes held on June 16, 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. Sjogren	Yes
Mr. Cassisi	Yes		

Correspondence – Dr. Yves Salomon-Fernandez

- Letter from Susan A. Cole, President, Montclair State University, informing Dr. Yves Salomon-Fernandez of eight former Cumberland County College students that have graduated from Montclair State University in 2016.

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. Lauren O'Rourke as Full-time, Human Resources Benefits Manager, at an annual salary of \$42,378.00, effective July 16, 2016, pending Board of Trustee approval on August 18, 2016.
2. Consideration to approve Employment of Ms. Vivian A. Everett as Part-time, Secretary, GEAR UP, at an hourly rate of \$13.50, effective July 25, 2016, pending Board of Trustee approval on August 18, 2016. *This is a grant funded position.*
3. Consideration to approve Employment of Ms. Ashley Gonzalez as Full-time, Intake Specialist/Job Developer Admin Specialist, Displaced Homemaker Sandy Relief Grant, at an annual salary of \$33,114.00, effective August 1, 2016, pending Board of Trustee approval on August 18, 2016. *This is a grant funded position.*
4. Consideration to approve Employment of Mr. Timothy Grussenmeyer as Full-time, One Stop Enrollment Services Representative, at an annual salary of \$32,614.00, effective September 1, 2016.
5. Consideration to approve Employment of Ms. Jennifer Sweeney as Full-time, Assistant to the President for Office Administration, at an annual salary of \$49,179.00.00, effective September 1, 2016.
6. Consideration to approve Employment of Ms. Jennifer Riggio as Part-time, Supervisor, Makerspace, at an hourly rate of \$18.19, effective May 1, 2016, pending Board of Trustee approval on August 18, 2016. *This is an externally funded position.*

7. Consideration to approve the attached list of Program Coordinators.
8. Consideration to accept the attached list of resignations/retirements/terminations.

B. Finance & Planning NONE

C. Academic and Student Affairs

1. Consideration to adopt Resolution #2046- 2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Fine Arts - Glass Art for the period of July 1, 2016 through June 30, 2019.
2. Consideration to adopt Resolution #2047-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Science - Game Design and Development for the period of July 1, 2015 through June 30, 2019.
3. Consideration to adopt Resolution #2048-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Science - Justice Studies/Homeland Security Option for the period of July 1, 2016 through June 30, 2019.
4. Consideration to adopt Resolution #2049-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Applied Science Nuclear Energy Technology for the period of July 1, 2016 through June 30, 2019.
5. Consideration to adopt Resolution #2050-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Science Paralegal Studies for the period of July 1, 2016 through June 30, 2019.
6. Consideration to adopt Resolution #2051-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Science Paralegal Studies/Spanish Option for the period of July 1, 2016 through June 30, 2019.
7. Consideration to adopt Resolution #2052-2016 approving the renewal of the agreement between Cumberland County College and Salem Community College to offer an Associate in Applied Science Scientific Glass Technology for the period of July 1, 2016 through June 30, 2019.

A motion was made by Ms. Perez to approve Consent Agenda Items A and C. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

Reports of Standing Committees -

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

1. A motion was made by Ms. Chase for consideration to approve an additional 12 weeks' leave of absence beyond FMLA, for Wilbert Pfannerer, Maintenance Specialist, HVAC, per Board Policy 6.5. The motion was seconded by Dr. Garrison and passed by roll call vote as follows:

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

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

1. A motion was made by Mr. McGrory for consideration to adopt Resolution #2053-2016 authorizing the College's administration to accept funds in the amount of \$348,692.00 under the Carl D. Perkins Career and Technical Education Act of 2006, starting 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:

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

2. A motion was made by Ms. Chase for consideration to adopt Resolution #2054-2016 authorizing the College to award a contract for coordination of services with the New Jersey Child Assault Prevention Program (NJCAP) in the amount of \$23,024.00 for the period of July 1, 2016 through June 30, 2017. The motion was seconded by Ms. Brown and passed by

roll call vote as follows:

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

3. A motion was made by Ms. Perez to adopt Resolution #2055-2016 authorizing the College to award a contract for Workers' Compensation Insurance to New Jersey Community College Insurance Pool of Skillman, NJ in the amount of \$124,588.00 for coverage during the period of July 1, 2016 through July 1, 2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

4. A motion was made by Ms. Perez for consideration to adopt Resolution #2056-2016 authorizing the College to award a contract to vendors per the attached list of vendors for utilities, rent, library supplies, entertainment and professional services on an as needed basis for the period of July 1, 2016 to June 30, 2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

5. A motion was made by Mr. McGrory for consideration to adopt Resolution #2057-2016 authorizing the College to award a contract for annual membership dues to the New Jersey Council of County Colleges of Trenton, NJ for an amount of \$35,941.00. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

6. A motion was made by Ms. Chase for consideration to adopt Resolution #2058-2016 authorizing the College to award a contract for Insurance Services to Borden Perlman Insurance Agency of Lawrenceville, NJ in the amount of \$221,492.00 for the period of August 1, 2016 through July 31, 2017 for the Athletic and Catastrophic policies and July 1, 2016 through June 30, 2017 for all other policies. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

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

7. A motion was made by Mr. McGrory for consideration to adopt Resolution #2059-2016 authorizing the College to award a contract to NJEDge of Newark, NJ for internet services in the amount of \$67,599.00, under the provisions of cooperatives currently in effect, for the period of July 1, 2016 through June 30, 2017. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

8. A motion was made by Mr. McGrory for consideration to adopt Resolution #2060-2016 authorizing the College to award a contract for annual software maintenance for our existing ERP system to Ellucian, Inc. of Fairfax, VA for an amount not to exceed \$224,001.00. Dr. Salomon-Fernandez expressed that this is a 10.3% increase. She has expressed her dissatisfaction and will be monitoring this situation. The motion was seconded by Ms. Brown

and passed by roll call vote as follows:

Ms. 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 Mr. McGrory for consideration to adopt Resolution #2061-2016 authorizing the College to award a contract for the purchase of a fifteen passenger van to Bayshore Ford of New Castle, DE in the amount of \$32,320.44. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

Ms. 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 #2062-2016 authorizing the College to award a contract for a comprehensive assessment program for students enrolled in the Nursing Program to Assessment Technologies Institute of Leawood, KS through August 31, 2017. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

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

11. A motion was made by Mr. McGrory for consideration to adopt resolution #2066-2016 authorizing the College to award a contract for a 2016 Ford Focus S to Winner Ford of Cherry Hill, NJ in an amount not to exceed \$15,149.00. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

12. First Reading – Revision to Policy 6.33 – Participatory Process for Employee Involvement in College Governance.

13. A motion was made by Mr. McGrory for consideration to adopt Resolution #2063-2016 authorizing purchases and disbursements in the amount of \$1,865,770.00 for the current period. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

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

14. A motion was made by Ms. Chase for consideration to adopt Resolution #2064-2016 authorizing purchases and disbursements in the amount of \$3,354.89 to Custom Graphics, Inc. of Vineland, NJ for the current period. The motion as seconded by Mr. McGrory and passed by roll call vote as follows:

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

Academic & Student Affairs - Ms. Ginger Chase, Chair

NONE

Consideration of Old Business

NONE

Consideration of New Business

Dr. Salomon-Fernandez presented a proposal to the Board of Trustees regarding the

vacancy in marketing created by Mr. Wasserman’s resignation. She feels that the marketing of the College has been weak and would like to hire a marketing coordinator instead of a director for the coming year who would work under her close supervision. She would also like to contract outside of the college for market research, analysis, portfolio, digital and print strategy etc. She is looking for a company that can provide marketing in multiple languages.

Dr. Salomon asked the Board for \$200,000.00 to go toward updating the marketing strategy for the College with this \$200,000.00 to come out of the reserve. Discussion followed.

A motion was made by Mr. McGrory for approval of \$200,000.00 to come out of the reserve for the marketing update. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

Campus Reports

NONE

CCC Foundation Liaison Report - Mr. Patrick W. McGrory

The Foundation has had a good 2015-2016 year with \$573,367 in total gifts. Mr. McGrory shared the highlights of the Foundation for the past year. He stated that every line on the report represented a success. The Foundation is a group of committed members. In comparison to other colleges and universities, this is spectacular.

NJCCC Trustee Ambassador Report- Mr. Joseph Cassisi

NONE

President's Report – Dr. Yves Salomon-Fernandez

Dr. Salomon-Fernandez reported that she has received feedback from the Middle States

accreditation. There were a few things identified that needed changed, but nothing major. She commended Dr. Galbiati for her role in the accreditation process.

Dr. Salomon-Fernandez is continuing to forge new relationships internally and externally and will hopefully be able to see results by the end of the year.

Persons wishing to address the Board - NONE

A motion was made by Dr. Garrison for consideration to adopt Resolution #2065-2016 authorizing the Board of Trustees to meet in Executive Session to discuss matters that are deemed privileged pursuant to NJSA 10:4-12(b)(8) regarding personnel. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

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

The Board entered Executive Session at 7:05 P.M.

The Board returned to Open Public Meeting at 7:40 P.M.

There being no further business to come before the Board, a motion was made by Mr. McGrory to adjourn the meeting seconded by Dr. Garrison. The meeting was adjourned at 7:42 P.M.

Respectfully submitted,

MR. JOSEPH P. CASSISI,
SECRETARY