

**CUMBERLAND COUNTY COLLEGE**

**BOARD OF TRUSTEES**

**MEETING OF SEPTEMBER 20, 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 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 Ms. Nicolosi.

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

**Secretary’s Report -**

A motion was made by Dr. Ward Garrison to approve the Minutes of the Regular Meeting Minutes held on August 16, 2018. The motion was seconded by Mr. Whelan and was passed by roll call vote as follows:

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

A motion was made by Dr. Ward Garrison to approve the Minutes of the Executive Session Meeting Minutes held on August 16, 2018. The motion was seconded by Mr. DeLeon and was passed by roll call vote as follows:

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

**Correspondence –**

Ms. Perez expounded on the letter from Mr. John Scott, Director, NJ Statewide Transfer Initiative, with a welcome and introduction letter to Dr. Shelly Schneider.

**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. Joe Derella commented he attended Constitutional Day on the College campus with Assemblyman R. Bruce Land. Mr. Derella commented the event was not well attended; however, the students who did attend the event expressed interest and asked great questions.

**Review of Consent Agenda -**

**A. Personnel & Affirmative Action**

1. Consideration to approve Employment of Ms. Kimberly Henderson as Full Time, Assistant Professor II, Biology, grant-funded, at an annual rate of \$51,654.00 effective September 1, 2018. *(This is an HSI STEM Career Pathways grant funded position)*
2. Consideration to approve Employment of Ms. Courtney Myers as Part Time, Receptionist, Workforce at an hourly rate of \$12.47 effective October 1, 2018.
3. Consideration to approve Employment of Mr. Todd Saul as Part Time, Receiving/Shipping/Mail Clerk II, Purchasing at an hourly rate of \$14.18 effective October 1, 2018.
4. Consideration to approve Employment of Ms. Palwinder Kaur as Part Time, IT Help Desk Specialist (TAI) , Information Technology at an hourly rate of \$18.94 effective October 1, 2018.
5. Consideration to approve Employment of Mr. Brandon Pugh as Full Time, Instructional Technology Specialist (TAII) , Information Technology at an annual rate of \$38,586.00 effective October 1, 2018.
6. Consideration to approve Employment of Ms. Jacqueline Sandro-Greenwell as Full Time, Director II, Arts & Innovation Center (Clay College) at an annual rate of \$69,643.00 effective October 1, 2018.
7. Consideration to approve Employment of Ms. Cara Dubitsky as Full Time, Assistant to the HR Director, Human Resources at an annual rate of \$42,948.00 effective October 1, 2018.
8. Consideration to approve Employment of Ms. Rosemarie Fiscus as Full Time, Compliance Officer, Director III at an annual rate of \$74,619.00 effective October 1, 2018.

9. Consideration to approve the reclassification of Ms. Lauren O'Rourke to Director II, Human Resources, from Benefits Manager, Human Resources, at an annual salary of \$60,323.00, effective October 1, 2018.
10. Consideration to approve the reclassification of Ms. Ashley Amoriello to Director of Student Support Services, Student Services, from Project Director, Student Services, at an annual salary of \$56,030.00, effective October 1, 2018. *(This is a grant funded position)*
11. Consideration to approve the reclassification of Ms. Jaime Connolly to Director III, Center for Academic and Student Success from Director II, Center for Academic and Student Success, at an annual salary of \$64,619.00, effective October 1, 2018.
12. Consideration to approve the reclassification of Ms. Kimberly Somers to Director I, Payroll, from Technical Specialist, Payroll, at an annual salary of \$59,739.00, effective October 1, 2018.
13. Consideration to approve the reclassification of Mr. Michael Goonan to Director III, Workforce Education and Career Services, from Director II, Business, Training and Entrepreneurial Initiatives, at an annual salary of \$64,619.00, effective October 1, 2018.
14. Consideration to approve the reclassification of Ms. Susan Nardelli to Director I, Communications and Marketing, from Web/Graphic Designer, Communications and Marketing, at an annual salary of \$59,734.00, effective October 1, 2018.
15. Consideration to approve the reclassification of Ms. Kellie Slade to Executive Director of Student Services from Executive Director, Center for Academic Success, at an annual salary of \$89,731.00, effective October 1, 2018.
16. Consideration to approve the reclassification of Dr. Terrence Hardee to Executive Director of Workforce and Community Education, from Director II, Workforce, Community, and Technical Education, at an annual salary of \$82,000.00, effective October 1, 2018.
17. Consideration to accept the attached list of resignations/retirements/terminations.

**B. Finance & Planning –**

1. Consideration to approve the Clinical Affiliation Statement of Renewal Agreement with Memorial Hospital of Salem County, for the College's Nursing program

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

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

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

## Reports of Standing Committees -

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

1. A motion was made by Mr. McGrory for consideration to grant Emeritus Status to Mr. Kevin McGarvey, Associate Professor, Humanities, retired July 1, 2018, effective October 1, 2018.

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

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

2. A motion was made by Mr. DeLeon for consideration to grant Emeritus Status to Mr. John Gibbs, Associate Professor, Humanities, retired July 1, 2018, effective October 1, 2018. The motion was seconded by Ms. Nicolosi and was passed by roll call as follows:

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

3. A motion was made by Mr. McGrory for consideration to grant Emeritus Status, posthumously, to Mr. John Adair, Associate Professor, Humanities. The motion was seconded by Mr. Riley and was passed by roll call as follows:

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

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

1. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2349-2018 authorizing the College's administration to enter into an Early College High School Program agreement with Vineland Public Schools, in order to provide an opportunity for high school students to obtain college-level credits while attending high school, for the period of

September 1, 2018 to June 30, 2019. The motion was seconded by Mr. McGrory and was passed by roll call as follows:

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

Ms. Perez commented she and the Board were pleased to see this program grow from 400 enrolled students to currently 1,000 enrolled students. Ms. Perez asked Dr. James Piccone, Vice President of Academic and Student Affairs, to confirm the number of students currently enrolled in the program. Mr. Piccone confirmed currently 1,000 students are enrolled in the Early College High School Program.

2. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2350-2018 authorizing the College's administration to enter into an Early College High School Program agreement with Cumberland County Technical Education Center, in order to provide an opportunity for high school students to obtain college-level credits while attending high school, for the period of September 1, 2018 to June 30, 2019. The motion was seconded by Mr. McGrory and was passed by roll call as follows.

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

3. A motion was made by Mr. McGrory for consideration to authorize the College to enter into a Memorandum of Understanding with the Educational Testing Service (ETS) of Princeton, NJ for the delivery of HiSET (High School Equivalency Test) effective September 21, 2018. The motion was seconded by Mr. Riley and was passed by roll call as follows.

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

4. A motion was made by Mr. McGrory for consideration to authorize the College to enter into a Memorandum of Understanding with Rutgers Talent Development Center (RTDC) of Piscataway, NJ to train dislocated, disadvantage and/or incumbent workers, per the attached agreement. The motion was seconded by Mr. Guccio and was passed by roll call as follows:

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

5. A motion was made by Mr. Guccio for consideration to adopt Resolution #2351-2018 authorizing the College to award a contract for the purchase of a full sized 2019 Chevrolet Impala LS through New Jersey cooperative purchasing services 18A:64A-259.9 and State of New Jersey contract # A86922 (T009) to Hertrich Fleet Services of Milford, DE in the amount of \$16,214.00. The motion was seconded by Mr. McGrory and was passed by roll call as follows:

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

6. A motion was made by Mr. McGrory for consideration to adopt Resolution #2352-2018 authorizing purchases and disbursements in the amount of \$833,117.74 for the current period.

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

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

7. A motion was made by Mr. McGrory for consideration to adopt Resolution #2353-2018 authorizing purchases and disbursements in the amount of \$696.76 to Custom Graphics, Inc.

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

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

8. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2354-2018 authorizing purchases and disbursements in the amount of \$150,858.35 to Cumberland County Improvement Authority of Millville, NJ for the current period. The motion was seconded by Mr. Riley and was passed by roll call as follows:

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

**C. Academic & Student Affairs — Ms. Michelle D. Brown, Chair - NONE**

**Consideration of Old Business – NONE**

**Consideration of New Business –**

Appointment of Officers' Nominating Committee – Ms. Perez announced the membership of the committee: Hon. Nicholas Asselta, Mr. William Guccio and Mr. William Whelan. The committee will meet over the next month so send any nominations to the committee. The Slate of Officers will be announced at the October Board Meeting with the election to follow at the November Meeting.

**Campus Reports – NONE**

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

Mr. McGrory commented he recently visited the Union League National Golf Club to begin the preparations for next year's Annual School Counts! Golf Classic event. He reported the committee continues to have meetings and the possible merger with Rowan College at Gloucester

County have been tied into the conversations at the meetings. Dr. Ward Garrison had nothing to report.

**NJCCC Trustee Ambassador Report – Mr. Joseph Cassisi & Mr. William Gruccio – NONE**

**President’s Report – Dr. Shelly O. Schneider –**

Dr. Schneider expounded on her President’s Report. She commented she recently visited the Union League National Golf Club to begin the preparations for next year’s Annual Golf Classic event. She drove around the course and commented the grounds of the golf course were beautiful. Dr. Schneider also reported that 161 work orders have been completed since Cumberland County Improvement Authority (CCIA) has taken on the facilities department. The employees at the CCIA repaired leaks in campus buildings and the grounds look great. She praised the employees at the CCIA for their hard work to make the campus look beautiful. She reported the College would have a representation table at the Deerfield Township Harvest Festival located in Rosenhayn, NJ from Thursday, October 4<sup>th</sup> to Sunday, October 7<sup>th</sup>. Furthermore, she reported the possible upcoming merger with Rowan College at Gloucester County has been discussed in subcommittee meetings. She reported information about the discussions will be available soon for the public. She commented she wants people in the community to ask questions and express their concerns about the possible merger. She reported so far the discussions about the possible merger with the community have been positive and the idea has been well accepted.

**Persons wishing to address the board –**

Ms. Jan Hanselman, Assistant Professor Sociology and President of the Faculty Association, reported she was pleased to see faculty concerns being addressed. She thanked the Board for letting the faculty be involved in discussions regarding the future of the College.

Nick DiCicco, NJEA Representative, reported he appreciates the College’s efforts to encourage conversations and transparency. He reported his concerns over the summer as many employees were laid off, but several new employees were hired since. He commented some of the employees who were laid off had close to twenty-five years of dedication to the College. He wished the new employment openings

were given to cut employees before the openings were given to hire new employees. He asked the Board to please keep in mind the people who were cut currently who need jobs. Furthermore, Mr. DiCicco expressed his concerns regarding some new hire positions filled were not advertised as available on the website which could have been because they were internal candidates.

There being no further business to come before the Board, a motion was made by Mr. McGrory to adjourn the meeting and was seconded by Mr. Riley. The meeting was adjourned at 5:50 P.M.

Respectfully Submitted,

MS. MICHELLE BROWN,  
SECRETARY