

CUMBERLAND COUNTY COLLEGE

BOARD OF TRUSTEES

MEETING OF DECEMBER 15, 2016

The Regular Meeting of the Board of Trustees was called to order by Chair Pamela Sjogren at 5:02 P.M. in the Executive Board Room located in the 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. Sjogren asked everyone to stand for the Pledge of Allegiance led by Mr. McGrory.

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

A motion was made by Dr. Garrison for approval of the Organizational Meeting Minutes held on November 17, 2016. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

A motion was made by Dr. Garrison for approval of Minutes of the Regular Meeting Minutes held on November 17, 2016. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

Ms. Sjogren asked Ms. Welch to introduce the auditors attending the meeting. Ms. Welch introduced Robert P. Nehila, Jr. from Bowman and Company who gave his report.

Mr. Nehila expressed his congratulations on the College's 50th Anniversary. He advised the Board that on December 5, 2016 he met with the finance committee, the President and the financial staff. One year ago in the 2015 audit, there were no significant findings, but gave recommendations. This year, there were no audit findings based upon their 350-400 hours of work. There were two items with financial aid which were addressed in the Management letter.

Ms. Perez asked if these two items were minor and could they be reconciled quickly. Mr. Nehila said that a plan to address the process was immediately developed and implemented. As in the past, if there is an issue, a solution is put into action right away.

Ms. Sjogren thanked Mr. Nehila, Bowman and Company and the Cumberland County College staff for the diligence and hard work through the audit process.

Correspondence – Dr. Yves Salomon-Fernandez

Letter from Gary L. Wirt, Ed.D., Vice Chair, Middle States Commission on Higher Education, accepting the College's Periodic Review Report, reaffirming accreditation, recognizing the College institution for progress to date, as well as affirming inclusion of the Buck Street location within the scope of the College's accreditation.

Dr. Salomon-Fernandez also advised the Board that the Radiography program was affirmed by its accrediting body.

Persons wishing to address the Board with respect to the current meeting agenda -

None

Freeholder Liaison Remarks – Freeholder Derella expressed thanks to the College for their support of the Adult Education and Career Services Opportunity programs. He wished the Board a Happy Holiday.

Review of Consent Agenda –

A. Personnel & Affirmative Action

1. Consideration to approve Employment of Mr. Stephen Donahue as Full-time, Project Director, STEM Career Pathways, at an annual salary of \$75,000.00, prorated and effective January 3, 2017. *This is a grant funded position.*
2. Consideration to approve Employment of Mr. Michael Goonan as Full-time, Director II Business Training and Entrepreneurial Initiatives, at an annual salary of \$57,417.00, prorated and effective January 3, 2017.
3. Consideration to approve Employment of Mr. Guy Garrett as Full-time, Safety and Security Officer, Millville Campus, at an annual salary of \$34,094.00, prorated and effective January 3, 2017.
4. Consideration to approve Employment of Mr. Alan Aron as Part time Custodian, at an hourly rate of \$11.82, effective January 3, 2017.
5. Consideration to approve Employment of Mr. Dominick Pace as Full-time, General Mechanic, at an annual salary of \$37,149.00, prorated and effective January 3, 2017.
6. Consideration to approve Employment of Mr. Eugene Brenner as Part-time, General Mechanic, at an hourly rate of \$18.52, prorated and effective January 3, 2017.
7. Consideration to approve Employment of Ms. Laura LaTorre as Full-time, Student Development Advisor, Gainful Employment, at an annual salary of \$49,179.00, prorated and effective December 19, 2016.
8. Consideration to approve Employment of Dr. James Piccone as Full-time, Executive Dean Academic Affairs, at an annual salary of \$106,500.00, prorated and effective January 3, 2017.
9. Consideration to approve Employment of Ms. Stella Barber as Full-time, Associate Dean, Science, Health Science and Allied Health, at an annual salary of \$75,600.00, prorated and effective January 3, 2017.
10. 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. Garrison to approve Consent Agenda Items A. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

Reports of Standing Committees -

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

None

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

1. A motion was made by Mr. McGrory for consideration to amend Resolution #2096-2016 to reflect the correct employment eligibility date for the award for a one-time bonus, from June 30, 2016, to June 30, 2015. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

2. A motion was made by Mr. Cassisi for consideration to adopt Resolution # 2107-2016, authorizing the College to award a contract for Master Plan Phase 3, Central Plant Alterations including boiler and pump replacements and ventilation system installation to the firm of Falasca Mechanical Inc., located in Vineland, New Jersey in the amount of \$666,800.00. FY'16 Chapter 12 funds will be used to fund 100% of the project costs. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

3. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2108-2016, authorizing the College to award a 2 year contract to Data Network of Little Silver, NJ for VOIP Telephone Services, for the period January 1, 2017 through December 31, 2018, for an amount not to exceed \$102,000. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

4. A motion was made by Mr. Cassisi for consideration to adopt Resolution # 2109-2016,

authorizing the College to award a contract for the Colleague Self-Service Financial aid module with consulting and maintenance, to Ellucian, Inc. of Fairfax, Virginia for an amount not to exceed \$12,478.00. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

5. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2110-2016, authorizing the College to award a contract per the attached list under the State of New Jersey Cooperative Purchasing Services currently in effect through 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	Mr. Riley	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. DeLeon	Yes	Ms. Sjogren	Yes

6. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2111-2016, authorizing the College to award a contract to NJEDge - VALE of Newark, NJ for library database services in the amount of \$27,073.78 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:

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

7. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2112-2016, authorizing the College administration to enter a lease agreement applicable to the 3rd year for use of the STEAMWorks location for the period January 1, 2017 through December 31, 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	Mr. Riley	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. DeLeon	Yes	Ms. Sjogren	Yes

8. A motion was made by Mr. Cassisi for consideration to adopt Resolution # 2113 -2016, authorizing the College to award a contract for annual service to the Honeywell Business Integrator System to Honeywell Building Solutions of Mt. Laurel, NJ for an amount of \$17,043.00 for the contract period of October 1, 2016 through September 30, 2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

9. A motion was made by Mr. McGrory for consideration to approve and accept the audit report for fiscal year 2015-2016 as submitted by Bowman & Company of Voorhees, New Jersey. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

10. A motion was made by Mr. DeLeon for consideration to adopt Policy 6.37 - Internal Hires/Transfers. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

11. A motion was made by Mr. Cassisi for consideration to adopt Policy 6.39 - Compensation for Internal Advancement to a Higher Level Position. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

12. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2114-2016, authorizing purchases and disbursements in the amount of \$475,426.32 for the current period. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

13. A motion was made by Mr. McGrory for consideration to adopt Resolution # 2115-2016, authorizing purchases and disbursements in the amount of \$2,159.11 to Custom Graphics, Inc. of Vineland, NJ for the current period. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

C. Academic & Student Affairs - Ms. Michelle Brown, Chair

1. A motion was made by Mr. DeLeon for consideration to authorize the College administration to enter into a Dual Admissions agreement with Georgian Court University. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

Consideration of Old Business

None

Consideration of New Business

None

Campus Reports

None

CCC Foundation Liaison Report – Mr. Patrick W. McGrory

Mr. McGrory reported that it has been an interesting month with the passing of Sue Perry. There is sadness, but there is much gratitude for all the things she did and accomplished on behalf of the Foundation. The Foundation is trying to capture some of her wisdom and knowledge.

The Foundation used Giving Tuesday to honor her work. Ana Saull in the Foundation office has done a lot of work and the College owes her a debt of gratitude. Alice Woods is the newly hired director and Ginger Chase, our new board member, has offered to help out on upcoming projects.

Details are being planned for the upcoming 50th Anniversary, Gala/Inauguration and the *School Counts!* Golf Classic.

Total gifts received for November 2016 were \$14,654 and total gifts received since July 1, 2016 are \$61,335.

Dr. Garrison said that the joint board Christmas party was successful, allowing them to connect with one another, as well as with the President. There was a festive holiday feeling.

President Salomon-Fernandez said that there will be information coming out regarding a scholarship in Sue Perry's name. She encouraged all to donate toward that scholarship.

NJCCC Trustee Ambassador Report- Mr. Joseph P. Cassisi and Mr. Michael DeLeon

None

President's Report – Dr. Yves Salomon-Fernandez

The College will be hosting an Entrepreneurial Summit on April 14, 2017 with two well-known speakers. They will be advertising this Summit within the county as well as outside of the county for widespread participation. The theme will center on sustaining a business after its launch.

The College has begun soliciting community participation in the new mentoring and internship programs that will be launched in January.

We are in the process of finalizing two agreements with Georgian Court University. We held two great meetings with Stockton University and Rutgers Camden since the last Board meeting to begin exploring collaborations ranging from discounted tuition, research and service learning, grant applications, to faculty fellows, among other areas of joint interest.

Evaluators for our Title V “Las Vias” grant were on campus this past month. Las Vias focuses on increasing college access and completion rates for students of Hispanic descent. Their job is to critique how we can improve our programs.

The College is working to increase student retention rates from the fall to the spring semester. We have launched a number of new initiatives such as calling students, holding an open house, using ClearBridge Media to connect with students who are home on winter break and to encourage them to pick up a transfer course over the break.

Persons wishing to address the Board –

Mr. Riley commended Dr. Yves Salomon-Fernandez the outstanding job she did at the Bridgeton Rotary and Chamber of Commerce meeting. Her speech to the band and choir members, albeit short, was amazing. When she started to speak Spanish to the students they were blown away. Mr. Riley said that it is extremely important to make the College presence known at all of the local high schools and for Dr. Salomon-Fernandez to speak with the students.

There being no further business to come before the Board, a motion was made by Mr. McGrory to adjourn the meeting seconded by Mr. DeLeon. The meeting was adjourned at 5:55 P.M.

Respectfully submitted,

MR. JOSEPH P. CASSISI,
SECRETARY