

GLOUCESTER COUNTY COLLEGE
1400 Tanyard Road
Sewell, NJ 08080-9518

April 7, 2010

WORK SESSION MINUTES

Chair Gene J. Concordia called the Work Session of the Board of Trustees of Gloucester County College to order at 6:15 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Ms. Yolette C. Ross, Secretary
Mr. Joseph A. Scaffidi, Treasurer
Ms. Isabelita M. Abele
Mr. Andrew A. DiNardo
Mr. Grant W. Keller, Esq.
Dr. George J. Scott (6:30 pm)
Dr. H. Mark Stanwood
Mr. Douglas J. Wills, Esq.
Dr. Russell A. Davis, ex-officio

Members Absent:

Mr. Edward J. Campbell, Vice Chair
Mrs. Virginia N. Scott

Advisors Present:

Mr. Christopher Gibson, Esq.
Dr. Geraldine Martin
Mr. Frank Hayden

Cabinet Present:

Mr. Nick Burzichelli
Mr. John Henzy
Ms. Patricia Claghorn
Ms. Maureen D'Andrea
Ms. Karen Durkin
Ms. Elizabeth Hall
Ms. Almarie Jones
Mr. Josh Piddington

Chair Gene J. Concordia called the meeting to order and roll was taken. Chair Concordia recognized the Faculty Board Representative, Dr. Geraldine Martin, the Student Government President, Mr. Frank Hayden, and Dr. Lawrence Nespoli, President of the New Jersey Council of County Colleges. President Davis then gave his President's Report

President's Report

Athletic Recognition

Dr. Davis welcomed the Roadrunners Wrestling Team and their coaches and congratulated them on placing 3rd overall in the non-scholarship team tournament in the National Wrestling Championships. He also recognized and congratulated Dakota Moore for winning the National Championship for his weight class, and recognized and congratulated Dakota Moore and Kirk Kiriazis for earning All-American status. Chair Concordia presented each wrestler and coach with a resolution commending their outstanding efforts in wrestling.

Meet Our Students

Dr. Davis introduced Daniel Benevento, a Phi Theta Kappa honor student who began his studies at GCC in January, 2009, after being away from school for 28 years. Mr. Benevento will graduate this May with a degree in Liberal Arts/Elementary Education and plans to transfer to Rowan University. He spoke about his positive experience at GCC and his plans to be a teacher. He also introduced and thanked his wife, and he thanks and commended the many people who have supported him and the mission of the college.

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Dr. Davis continued with the President's Report (attached). The students were excused and the special presentations continued.

New Jersey Council of County Colleges

Dr. Davis introduced Dr. Lawrence Nespoli, NJCCC President. Dr. Nespoli spoke on the state of community colleges in New Jersey and updated the Board on issues and programs that the Council of County Colleges is working on.

Strategic Planning

Dr. Davis introduced Ms. Lisa DiChiara-Platt who is working with GCC to develop a strategic planning model to help set the direction for GCC's future. Ms. DiChiara-Platt mentioned that the process is on track and 92 members of the College community are participating. She looks forward to discussing the process more with the Board on April 14 at a special meeting scheduled to discuss the strategic plan and Board participation.

At 7:00 p.m., Mr. Concordia read a resolution to go into Closed Session. Ms. Ross made a motion, seconded by Mr. Scaffidi, to approve the resolution. It was unanimously passed.

At 7:58 p.m., Ms. Ross made a motion to end both the Closed Session and the Work Session. Mrs. Abele seconded the motion, and it was unanimously passed.

Respectfully submitted,



Yvette C. Ross
Secretary



Gloucester County College

The President's Report

April 7, 2010

Athletic Recognition

Tonight I am pleased to introduce to you the Roadrunners Wrestling Team. At this season's wrestling championship in Iowa, Dakota Moore prevailed and won the National Championship for his weight class. Wrestler Kirk Kiriazis finished 6th, and both Dakota and Kirk earned All-American status. All of our wrestlers represented Gloucester County College well and the team placed 3rd overall in the non-scholarship team tournament. Congratulations!

Meet our Students

Tonight I have invited Daniel Benevento to speak with you about his experience as a student at Gloucester County College. Mr. Benevento began his journey at GCC in January, 2009 and will be graduating this May with a degree in Liberal Arts/Elementary Education. He managed to complete his degree requirements in one short year, achieving the President's list every semester. He currently maintains a 4.0 GPA and plans to transfer to the Education program at Rowan University. His daughter Lianne also attends GCC and is in the Teachers 2000 program.

Grant Award

When Ms. Naomi Nelson was appointed Administrator Grants and Sponsored Projects just a few months ago, one of the first things she did was partner Gloucester County College with the Tidewater Community College consortium as part of a grant project to provide healthcare training opportunities to incumbent and unemployed participants. This week the consortium was notified that they have been awarded one of only five Health Information Technology (HIT) grants nationally. Gloucester County College will received \$525,322 to create and offer new healthcare training programs and courses and well as expand existing ones.

Student Success

Phi Theta Kappa: The Phi Theta Kappa Honor Society induction ceremony was held last week with 144 new inductees. Over 611 honor students were eligible for membership this semester.

New Jersey Council of County Colleges

Dr. Lawrence Nespoli, NJCCC President, will present an update from the New Jersey Council of County Colleges.

Strategic Plan

Ms. Lisa DiChiara-Platt is working with Gloucester County College to develop a strategic planning model to help set the direction for GCC's future. Tonight she will provide an update on the strategic plan.

Dates to Remember:

April

- 1, 2 College Closed – Holiday
- 7 Board of Trustee meeting – Library Board Room, 6:15 pm
- 14 Professional Development Day – No Classes
- 21 Board of School Estimates meeting – Woodbury, 7 pm
- 30 Ford Asset Facility Ribbon Cutting – GCIT, 11 am

May

- 5 Board of Trustee meeting – Library Board Room, 6:15 pm
- 12 GCIT Day
- 14 End of weekday classes
- 15 End of Saturday classes
- 17 Nursing Program Pinning Ceremony – Gymnasium, 6 pm
- 18 Technology Fair for Women and Girls – College Center, 9 am
- 18 Athletic Banquet – Masso's, 6 pm
- 19 President's Awards Ceremony – Gymnasium, 7 pm
- 20 New Jersey High School Diploma Recognition Ceremony – Gymnasium, 7 pm
- 21 President's Commencement Reception – Main Dining Room, 5 pm
- 21 Commencement – College Plaza, 6 pm
- 24 Summer I session begins
- 25 Fire Academy Graduation – Gymnasium, 6 pm
- 26 Police Academy SLEO II Graduation – Gymnasium, 6 pm
- 31 College Closed – Holiday

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1400 Tanyard Road
Sewell, NJ 08080

April 7, 2010

REGULAR SESSION MINUTES

Chair Gene J. Concordia, who advised that proper notification of the meeting had been given in accordance with the Sunshine Law Requirements, called the Regular Session of the Board of Trustees of Gloucester County College to order at 8:00 p.m. in the Library Board Room.

Members Present:

Mr. Gene J. Concordia, Chair
Ms. Yolette C. Ross, Secretary
Mr. Joseph A. Scaffidi, Treasurer
Ms. Isabelita M. Abele
Mr. Andrew A. DiNardo
Mr. Grant W. Keller, Esq.
Dr. George J. Scott
Dr. H. Mark Stanwood
Mr. Douglas J. Wills, Esq.
Dr. Russell A. Davis, ex-officio

Members Absent:

Mr. Edward J. Campbell, Vice Chair
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Advisors Present:

Mr. Christopher Gibson, Esq.
Dr. Geraldine Martin
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Cabinet Present:

Mr. Nick Burzichelli
Mr. John Henzy
Ms. Patricia Claghorn
Ms. Maureen D'Andrea
Ms. Karen Durkin
Ms. Elizabeth Hall
Ms. Almarie Jones
Mr. Josh Piddington

Chair Concordia lead the Pledge of Allegiance and roll was taken.

COMMUNICATIONS

None.

ACCEPTANCE OF MINUTES

Chair Concordia declared minutes accepted as presented.

COMMITTEE REPORTS

PROPERTY/FACILITIES

Instructional Center Renovations

On the recommendation of the President, Mr. Keller made a motion, seconded by Mr. Wills and unanimously passed, to approve the change order for \$13,690 to Newport Construction, Pennsauken, NJ, for ceiling work in order to receive final electrical approval for the Instructional Center renovation project.

Food Service Management Lease

On the recommendation of the President, Mr. Keller made a motion, seconded by Ms. Ross and unanimously passed, to authorize the Vice President of College Operations to negotiate the terms and conditions of the food services lease with Chic-fil-A of Atlanta, GA and present the contract for the President's signature.

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Data Center Renovation Project

On the recommendation of the President, Mr. Keller made a motion, seconded by Mrs. Abele and unanimously passed, to reject the bids submitted due to incurable defects in the bids and rebid as soon as possible for data center room engineering renovations.

Fiber-Optic Backbone Project

On the recommendation of the President, Mr. Wills made a motion, seconded by Mr. Scaffidi, and passed with Mr. Keller opposed, to accept the lowest responsive, responsible bid to Kane Communication, LLC of Trenton, NJ as follows: Base bid: \$219,237.45; Alternate two (2): \$17,430.08; Allowance for unforeseen conditions: \$20,000; total contract award cost of \$256,667.53.

Fire Academy Well Pump Project

On the recommendation of the President, Mr. Keller made a motion, seconded by Mr. Wills and unanimously passed, to approve the lowest responsive, responsible bid to A.C. Shultes of Woodbury Heights, NJ for alternate bid A (well pump only) for a total cost of \$39,880.

SAFETY & SECURITY

None

ACADEMIC AND STUDENT SERVICES

Community Based Job Training

On the recommendation of the President, Mrs. Scott made a motion, seconded by Dr. Stanwood and unanimously passed, to accept funding from the 2009 Senior Corp Renewal Application in the amount of \$69,992.

Gloucester County United Way Grant

On the recommendation of the President, Dr. Stanwood made a motion, seconded by Dr. Scott and unanimously passed, to approve the application for the Community Based Job Training Grant in the amount of \$1 - \$3 million provided by the U.S. Department of Labor and the U.S. Employment and Training Administration.

Transforming Undergraduate Education in Science, Technology, Engineering, Mathematics (STEM)

On the recommendation of the President, Dr. Stanwood made a motion, seconded by Dr. Scott and unanimously passed, to approve the application for the Transforming Undergraduate Education in Science, Technology, Engineering, Mathematics (STEM) grant provided by the National Science Foundation Grant in the amount of \$200,000 for years 2011 through 2013.

Gloucester County Cultural & Heritage Commission – 2010 Annual Holiday Concert

On the recommendation of the President, Dr. Stanwood made a motion, seconded by Mr. Keller and unanimously passed, to accept the Gloucester County Cultural & Heritage Commission grant award in the amount of \$2,100 for the 2010 Annual Concert to be held during the time period January 1, 2010 and December 31, 2010.

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R.S.V.P. Senior Corp

On the recommendation of the President, Dr. Stanwood made a motion, seconded by Mr. DiNardo and unanimously passed, to accept \$40,000 provided through the State of New Jersey Department of Health and Senior Services for R.S.V.P Senior Corp for the period of February 12, 2010 through January 31, 2011.

Revised Academic Calendar for 2010-2011

On the recommendation of the President, Dr. Stanwood made a motion, seconded by Mr. Scaffidi and unanimously passed, to approve the revised Academic Calendar for 2010-2011 as presented (attached).

FINANCE

Financial Statements

Information: The Comparative Statement of Revenue & Expenditures for the month ending February 28, 2010, was presented to the Board.

Payroll Operational Audit

On the recommendation of the President, Mr. Scaffidi made a motion, seconded by Ms. Ross and unanimously passed, to approve a contract with Bowman Company to perform a payroll operational audit not to exceed \$5,500.

PERSONNEL

Education/General Fund Actions

Holiday Calendar Fiscal Year 2010-2011

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Dr. Scott and unanimously passed, to approve the following holidays:

7/5/10	Independence Day Holiday
9/6/10	Labor Day Holiday
11/25/10	Thanksgiving Holiday
11/26/10	College Holiday
12/24/10	College Holiday
12/31/10	New Years Day Holiday
1/17/11	Martin Luther King Holiday
3/7/11	College Holiday
3/8/11	College Holiday
4/22/11	College Holiday
5/30/11	Memorial Day Holiday
Three (3) Floating Holidays	

Non-represented Salary Administration Program

This item was tabled.

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Summer Schedule

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Ms. Ross and unanimously passed, to approve a four day summer schedule beginning Monday, June 7, 2010 and ending Friday, August 13, 2010.

One (1) Promotion

This item was tabled.

Two (2) Reclassifications

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Mr. Scaffidi and unanimously passed, to approve the reclassification of Margaret Resue, Administrative Assistant, \$18.78 per hour, to Administrative Liaison to the President and Board of Trustees, \$19.90 per hour, effective 4/8/10; and to approve the reclassification of Roxanne Somers, Executive Assistant to the President and Board of Trustees to Development Assistant, effective 5/1/10.

One (1) Family Medical Leave Act (FMLA)

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Dr. Scott and unanimously passed, to approve FMLA for Leon Trader, Custodian, effective 3/15/10.

One (1) Title Change

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Ms. Ross and unanimously passed, to approve a title change for Raymond Page from Government Liaison to Development Assistant, effective 4/8/10.

One (1) Retirement

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Mr. Keller and unanimously passed, to approve retirement of Susan Nevins, Team Coordinator, Level III, People in Transition, effective 7/1/10.

Two (2) Part Time Hires

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Dr. Stanwood and unanimously passed, to approve part-time hiring of Ernestine Paul, GED/ABE/ESL Instructor, \$23.00 per hour, and Ashley Resue, Technician, Dean of Students, \$9.50 per hour.

One (1) Addition to the 2009-2010 Adjunct List

On the recommendation of the President, Mr. DiNardo made a motion, seconded by Ms. Ross and unanimously passed, to approve the addition of Ann Belletieri, Business & Technology, to the 2009-2010 adjunct list.

OTHER

Art Donations

On the recommendation of the President, Mr. Wills made a motion, seconded by Mrs. Abele and unanimously passed to accept the following art donations from Dr. Ross Beitzel, Professor Emeritus and Curator of the GCC Permanent Art Collection:

1. *"Prayer Book Page (siddur)"* valued at \$200
2. *"The Erna Michael Haggadah"* valued at \$200
3. *"The DeCastro Pentateuch"* valued at \$200

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Resolutions

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Wills and unanimously passed, to adopt a resolution commending and congratulating Dakota Moore and the coaches of the 2010 Gloucester County College Wrestling Team, Dan Calhoun and Mike McConville, on the achievement of being named the 2010 NJCAA 174 pound Wrestling National Champion.

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Wills and unanimously passed, to adopt a resolution honoring and congratulating the members of the Gloucester County College Wrestling Team and their coaches for their exceptional efforts and competitive spirit as evidenced by their accomplishments.

Public Portion

Mr. Frank Hayden, Student Representative, stated that Phi Theta Kappa has inducted honorary members for their above and beyond dedication to student success and that Mrs. Karen Sitarski (Executive Assistant to the President) and Provost John Henzy were inducted as honorary members last week. He also added that President Davis and Dr. Geraldine Martin had been honorary inductees several years ago.

Mr. Frank Hayden stated that he is on several strategic planning sub-committees and they would welcome and appreciate Board participation on the sub-committees.

Trustee Wills again commended the outstanding wrestling athletes and coaches.

Dr. Davis announced that Library Director Jane Crocker has been recognized by the State NJLA magazine for her dedication and work in her field.

At 8:28 p.m., Ms. Ross made a motion, seconded by Mr. Wills and unanimously passed, to end Regular Session and adjourn.

Respectfully submitted,



Yvette C. Ross
Secretary

GLOUCESTER COUNTY COLLEGE

ACADEMIC CALENDAR

2010-2011

FALL SEMESTER 2010

<u>September</u>	Wednesday, September 1 Thursday, September 2 Monday, September 6 Saturday, September 11 <i>Sunday, September 12</i>	All College Day, Fall Opening First Day of Weekday Classes College Closed – Labor Day First Day of Saturday Classes <i>First Day of Sunday Classes</i>
<u>November</u>	Tuesday, November 2 Wednesday, November 24 Thursday, November 25 Friday, November 26 Saturday, November 27 <i>Sunday, November 28</i>	No Classes – Limited Services Professional Development Day No Classes College Closed - Thanksgiving College Closed – College Holiday No Classes <i>No Classes</i>
<u>December</u>	Saturday, December 18 <i>Sunday, December 19</i> Wednesday, December 22	End of Saturday Classes <i>End of Sunday Classes</i> End of Weekday Classes

FALL SEMESTER NUMBER OF CLASS DAYS

<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thur</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>
15	15	15	15	15	14	<i>14</i>

Intersession 2011

Monday, January 3 through Saturday, January 15	Beginning of Intersession End of Intersession
	12 Teaching Days in Intersession

Revised 3/9/10

SPRING SEMESTER 2011

	Thursday, December 23 -- Monday, January 17	Winter Recess
<u>January</u>	Monday, January 17 Tuesday, January 18 Wednesday, January 19 Saturday, January 22 <i>Sunday, January 23</i>	College Closed Martin Luther King Day Professional Development Day First Day of Weekday Classes First Day of Saturday Classes <i>First Day of Sunday Classes</i>
<u>March</u>	Monday, March 7 - <i>Sunday, March 13</i>	Spring Recess, <i>No Classes</i>
<u>April</u>	Thursday, April 21 Friday, April 22 Saturday, April 23 <i>Sunday, April 24</i>	All College Day - No Classes College Closed -- College Holiday No Classes <i>No Classes</i>
<u>May</u>	Friday, May 13 Saturday, May 14 <i>Sunday, May 15</i> Friday, May 20	End of Weekday Classes End of Saturday Classes <i>End of Sunday Classes</i> Commencement

SPRING SEMESTER NUMBER OF CLASS DAYS

<u>Mon</u>	<u>Tues</u>	<u>Wed</u>	<u>Thur</u>	<u>Fri</u>	<u>Sat</u>	<u>Sun</u>
15	15	15	15	15	15	15

SUMMER SESSION 2011

Summer Session I	May 23 – June 9 – Summer I A – 3 Weeks May 23 – June 23 – Summer I B – 5 Weeks (Note: Closed Monday, May 30)
Summer Session II	June 27 – July 14 – Summer II A – 3 Weeks (Note: Closed Friday, July 1 and Monday, July 4 - teaching day Friday, July 8) June 27 - July 28 – Summer II B – 5 Weeks (Note: Closed Friday, July 1 and Monday, July 4 - teaching day Friday, July 8)
Summer Session III	August 1 – August 18 – Summer III A – 3 Weeks