

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

**July 9, 2012**

**WORK & REGULAR 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. Yvette C. Ross, Vice Chair  
Mr. Douglas J. Wills, Esq., Treasurer  
Mr. Robert L. Bumpus  
Mr. Andrew A. DiNardo  
Ms. Jean L. DuBois  
Mr. Cody D. Miller  
Mrs. Virginia Scott  
Mr. Fred Keating, ex-officio

**Members Absent:**

Dr. George J. Scott  
Dr. James Lavender

**Advisors Present:**

Mr. Christopher Gibson, Esq.  
Dr. Geraldine Martin

**Cabinet Present:**

Ms. Judy Atkinson  
Mr. Nick Burzichelli  
Ms. Patty Claghorn  
Ms. Karen Durkin  
Mr. Joseph Getsinger  
Ms. Beth Hall  
Mr. John Henzy  
Ms. Almarie Jones

Ms. Meg Resue, Executive Assistant, Board of Trustees recorded roll. Chair Concordia acknowledged Dr. Geraldine Martin, Faculty Board Representative, and noted the presence in the audience the Board's former Student Government Representative, Mr. Mike Rossini. The current Student Government Representative, Nathan Anderson, was absent. Mr. Concordia also welcomed Freeholder Lyman Barnes, Education Liaison, who was also in attendance this evening.

At this time, New Jersey State Senator Fred Madden, Jr. administered the "Oath of Office" to the Board's newly appointed and youngest member, Mr. Cody D. Miller. Several of Mr. Miller's family members were present to witness this eventful evening. Many photos were taken to document the moment by staff member, Vaughn Hampton, Instructional Technology.

## **WORK & REGULAR SESSION MINUTES**

**July 9, 2012**

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After the conclusion of the "Oath of Office" proceedings, Chair Concordia asked Mr. Keating to move on to the President's Report (attached). President Keating discussed the following items:

- Enrollment Profile (attachment)
- Higher Education Bond (attachment)
- Capital Project Update
- Rowan Boulevard (attachments)

After the President concluded his report there were two (2) presentations:

### Strategic Plan Report

The College's consultant, Ms. Lisa DiChiara-Platt, LDPlatt Strategies, provided a PowerPoint presentation giving an overview of GCC's progress on its current strategic plan. After a point by point discussion of college priorities, it appears the College is making positive progress towards its goals and objectives.

### Emergency Operations Plan

A new State Law, enacted on January 17, 2012, requires New Jersey higher education institutions to formally adopt (by its governing board) and provide to State agencies, by mid July, an Emergency Operations Plan (EOP). To that end, Mr. Joseph Getsinger, Executive Director, Safety and Security, provided a summary of the College's EOP and explained the specific items required to be in compliance. He provided the Board with two publications: *GCC Emergency Response Guide Book* and *GCC Crisis Communication Plan 2012-13*. Mr. Getsinger also indicated this information will be made available on the College's website.

As there was no Executive Session, the Board Chair called to order the Regular Session at 7:40 p.m. and Ms. Ross led the Board in the Pledge of Allegiance. Roll call was retaken at this time by Ms. Meg Resue, Executive Assistant to the Board of Trustees; attendance remained the same as stated on page one.

### COMMUNICATIONS

NONE

### ACCEPTANCE OF MINUTES

Chair Concordia declared the June 6, 2012 Work and Regular Session Minutes approved as presented.

**WORK & REGULAR SESSION MINUTES**

**June 9, 2012**

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**FACILITIES/PROPERTY**

**Contract Awards: Purchase & Delivery of Duplicating & Stock Room Supplies**

On the recommendation of the President, Ms. Dubois made a motion, seconded by Mrs. Scott, unanimously approving a resolution awarding contracts as follows:

| Company Name | Total Amount |
|--------------|--------------|
| PaperMart    | \$3,027.20   |
| W.B. Mason   | \$30,876.00  |
| <br>         |              |
| Grand Total  | \$33,903.20  |

**Bid Waiver: County Cooperative Purchasing**

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Wills, unanimously approving a resolution for the following services:

Waste Management of NJ – collection and disposal of solid waste  
Riggins, Inc. – gasoline and diesel fuel  
Majestic Oil Company of NJ– supply and delivery of #2 heating oil  
JC Magee Security of NJ – locking hardware and locksmith services

**Bid Waiver: County Cooperative Purchasing**

On the recommendation of the President, Ms. DuBois made a motion, seconded by Mr. Miller, unanimously approving a resolution for additional Oracle Licensing under GSA contract to Mythics, Inc. for total cost of \$151,524.00.

**Contract Awards: Purchase & Delivery of Science Equipment & Supplies**

On the recommendation of the President, Ms. Dubois made a motion, seconded by Mr. Miller, unanimously approving a resolution awarding contracts as follows:

| Company Name                        | Total Amount |
|-------------------------------------|--------------|
| Biorad                              | \$832.40     |
| Carolina Biological                 | \$420.45     |
| Edvotek                             | \$263.70     |
| Frey Scientific                     | \$86.85      |
| NASCO                               | \$680.65     |
| Sargent Welch                       | \$5,883.11   |
| Science Kit and Boreal Laboratories | \$404.50     |
| Wards Scientific                    | \$322.55     |
| <br>                                |              |
| Grand Total                         | \$8,894.21   |

## **WORK & REGULAR SESSION MINUTES**

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### **ACADEMIC & STUDENT AFFAIRS**

#### **Accept Contract: Complete Learning Solutions (CLS)**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus, unanimously accepting the contract between Gloucester County College and Complete Learning Solutions (CLS) for a period of March 7, 2012 to March 6, 2013.

#### **Approval to Apply: Workforce Investment Act (WIA), Title II, Adult Education Literacy for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus, unanimously to approve the resolution to apply for funding from the Workforce Investment Act (WIA), Title II, Adult Education Literacy for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs for FY 13, July 1, 2012-June 30, 2013, in the amount of \$281,785.

#### **Accept Funding: the Educational Opportunity Fund (EOF) Article IV Program Support Budget from the Office of the Secretary of Higher Education**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus, unanimously to approve the to accept funding associated with the Educational Opportunity Fund (EOF) Article IV Program Support Budget for the academic year 2013 from the Office of the Secretary of Higher Education in the amount of \$106,164.

#### **Accept Funding: Heart of Gloucester County Resource System for Building Family Self-Sufficiency funding from Pascale Sykes**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus, unanimously to approve a resolution to accept funding from the Pascale Sykes Foundation. People for People Foundation will be the lead agency of the collaborative effort Heart of Gloucester County Resource System for Building Family Self-Sufficiency. Funding is for the period of July 1, 2012-June 30, 2013 in the amount of \$10,000.

#### **Accept Funding: United Way of Gloucester County for Center for People in Transition**

On the recommendation of the President, Mrs. Scott made a motion, seconded by Mr. Bumpus, unanimously to approve the resolution authorizing The Center for People in Transition to accept funding from the United Way of Gloucester County for the period of July 1, 2012- June 30, 2013 in the amount of \$50,000.

## **WORK & REGULAR SESSION MINUTES**

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### **FINANCE**

#### **Financial Statement**

Information: The Comparative Statement of Revenue & Expenditures for the month ending May 31, 2012 was presented to the Board. (attached)

#### **Financial Consulting Services Addendum: Daniel V. Bevilacqua**

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. DuBois, unanimously approving a resolution accepting an addendum to proposal to cover travel reimbursement in accordance with GCC Board travel policy/regulations, for Daniel V. Bevilacqua, to attend the Policy Development Program in Ithaca, New York, September 13-14, 2012.

#### **Contract Award: Armored Car Services**

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. DuBois, unanimously approving an armored car services contract to Eastern Armored Services, Inc., Trenton, NJ, for a one year period from July 10, 2012 through June 30, 2013 with a one-year renewal option after June 30, 2013.

### **PERSONNEL**

#### **Education/General Fund Actions**

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Wills unanimously approving the following Education/General Fund Actions (attached).

#### **Two (2) Appointments**

- Joyce Ortiz
- Nicole Duncan

#### **One (1) Reappointment**

- Michael Plagianakos

#### **One (1) Resignation**

- Warren Alderman

#### **One (1) Promotion**

- Karen Durkin

#### **Two (2) Part Time Hires**

- Lisa Myers
- Athena Slaton

Seven (7) Additions to the 2012-13 Adjunct list – see attached for listing

## WORK & REGULAR SESSION MINUTES

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### Education/General Fund Actions – (con't)

#### Department Name Change

On the recommendation of the President, Ms. Ross made a motion, seconded by Mr. Miller unanimously approving the recommendation to change the name of the Public Relations and Marketing Department to *College Relations, Communications and Marketing* and to recognize the shared services position of Director of Public Information, Marketing and Recruitment with a title change to *Executive Director of College Relations, Communications and Marketing* at no additional costs to the College.

### OTHER

#### Campus Security Certification- Emergency Operations Plan

On the recommendation of the President, Mr. Wills made a motion, seconded by Ms. Ross, for the unanimously adopted a resolution approving the College Emergency Operations Plan (EOP) and submit a certification memorandum by July 17, 2012 uploaded to "CYBERCOP," attesting to the following information:

1. An EOP has been developed and formally adopted by the Board of Trustees,
2. The College has completed the annual Campus Safety and Security Committee self-assessment review within the last 12 months (annually in July), and
3. The College has uploaded the most recent self-assessment review result onto the "CYBERCOP" portal (annually in July).

### PUBLIC PORTION

Mr. Wills confirmed with Mr. Nick Burzichelli there was a meeting with the bonding company coming up within the next week and was adamant the deadlines for the University Center must be met.

Freeholder Lyman Barnes thanked the Board and Administration for their hard work and consistent dedication to the College.

At 7:52 p.m., Ms. Ross made a motion to end the Work and Regular Session. Mr. Bumpus seconded the motion, and it was unanimously passed to adjourn the meeting.

Respectfully submitted,



Meg Resue  
Executive Assistant, Board of Trustees



# *Gloucester County College*

## **The President's Report**

July 9, 2012

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1. **Enrollment Profile** (attachment)
2. **Higher Education Bond** (attachment)
3. **Capital Project Update**
4. **Rowan Boulevard** (attachments)

### **Dates to Remember:**

#### July

- |    |  |
|----|--|
| 4  | College Holiday  |
| 9  | Board of Trustee Meeting – Library Board Room, 6:15 pm |
| 11 | Police Academy Graduation – Gymnasium, 6:00 pm         |

#### August

- |   |  |
|---|--|
| 1 | Board of Trustee Meeting – Library Board Room, 6:15 pm |
|---|--|

### **Presentations**

- Emergency Operations Plan
- Middle States Planning: Strategic Plan Year One Report

# GCC PORTAL

Back to Administration Tab

-  Webmail
-  eLearning
-  INB
-  Groups
-  Self-Serv
-  Logout
-  Help



## Daily Enrollment Report: July 9, 2012

Navigation icons: Home, Back, Forward, Print, Refresh, Filter, Sort, etc.

|                       | Current Snapshot | PY To Date | PY Census   |
|-----------------------|------------------|------------|-------------|
| Summer 2 Headcount    | 1,801            | 1,660 ● 8% | 1,555 ● 16% |
| Summer 2 Credit Hours | 7,604            | 6,986 ● 9% | 7,060 ● 8%  |

## Daily Enrollment Report: July 9, 2012

Navigation icons: Home, Back, Forward, Print, Refresh, Filter, Sort, etc.

|                   | Current Snapshot | PY To Date  | PY Census     |
|-------------------|------------------|-------------|---------------|
| Fall Credit Hours | 46,653           | 43,788 ● 7% | 71,173 △ -34% |
| Fall Headcount    | 4,280            | 4,062 ● 5%  | 6,829 △ -37%  |

Reg Term: Fall 2012

### Headcount by Student Enrollment Status \* Type

| Credit Hour Term Ban... | Enrolled Student Count |                |           |          |
|-------------------------|------------------------|----------------|-----------|----------|
|                         | Continuing             | New First Time | Returning | Transfer |
| Full Time               | 1,508                  | 907            | 26        | 103      |
| Part Time               | 1,154                  | 427            | 39        | 117      |

### Credit Hours by Student Enrollment Status \* Type

| Credit Hour Term Ban... | Credits Enrolled Term |                |           |          |
|-------------------------|-----------------------|----------------|-----------|----------|
|                         | Continuing            | New First Time | Returning | Transfer |
| Full Time               | 20,777                | 12,507         | 341       | 1,408    |
| Part Time               | 8,180                 | 2,354          | 253       | 845      |



**From:** Larry Nespoli  
**Sent:** Friday, June 29, 2012 4:47 PM  
**Subject:** Statehouse Update

#2

To: Presidents  
CC: Trustee Ambassadors

Last night was a very busy night in the Statehouse – but, in the end, a very good one for community colleges and higher education generally. Here's a quick update:

- Rutgers/UMDNJ/Rowan Restructuring – The bill passed the Legislature and is now on the Governor's desk. While this was not our playing field, it will obviously affect all of higher education in significant ways. There have been vocal supporters and opponents all along the way. But there's no denying that this is historic legislation for New Jersey higher education, with implementation to start in July 2013.
- Higher Education Bond (S2500) – The bill passed the Legislature and is now on the Governor's desk. With the Governor's signature, a higher education bond question will go on the November 2012 ballot asking voters to approve \$750 million in new capital funding for New Jersey's colleges, including \$150 million for community colleges. We are very pleased that, with your help, we were able to get the community college match reduced to 25 percent. While we know this will still be a challenge in some counties, if successful this match will provide additional funding beyond the \$150 million provided through the bond.
- Additional Capital Funding for Higher Education (S2501) – Also passed last night is a bill that gives the Secretary of Higher Education authority to reissue funding through previously approved capital programs including the Higher Education Facilities Trust Fund (HEFT), the Equipment Leasing Fund (ELF), and the Technology Infrastructure Fund (TIF). Details are not yet available on how and when these capital funding streams might move forward. But we anticipate that together these programs could mean an additional \$70+ million for community colleges. Voter approval will not be required since these programs were previously approved by the Legislature. Note that they have different matching requirements as follows:
  - HEFT – no match
  - ELF – 25 percent match
  - TIF – 50 percent match
- State Budget – With all of the attention to Rutgers restructuring and the higher education capital funding, things were fairly quiet on the state budget. But I'm very pleased to report that the budget bill did pass the Legislature and is now on the Governor's desk, and it contains all of the important community college priorities that we have been working on for the past several months including:
  - Level operating aid
  - Full funding for the next Chapter 12 cycle
  - Full funding for NJ STARS
  - Significant increases in the need-based Tuition Aid Grant (TAG) program for full-time students
  - Significant increases in the need-based Tuition Aid Grant (TAG) program for community college part-time students
  - A one-time retroactive payment of \$7.2 million to community colleges to cover pension costs for part-time faculty

We'll get more details to you as they become available. But in the meantime, it was a very good night in the Statehouse for community colleges, and we thank presidents, trustees, Lynn Nowak, students, and others who supported our advocacy efforts over the past several months.

Larry

Dr. Lawrence A. Nespoli  
President  
New Jersey Council of County Colleges

# GCC-to-Rowan shuttle service weighed

By Jessica Driscoll

10/30/12 South

Gloucester County Freeholder Director Robert Damminger and Freeholder Heather Simmons announced Friday that the Delaware Valley Regional Planning Commission will conduct a feasibility study for a potential shuttle service between Gloucester County College and Rowan University. The cost of the feasibility assessment will be covered under the DVRPC 2013 Work Program, said Simmons. The county will not be responsible to fund the study other than in-kind contributions of planning staff time, which are covered through other grants that we have with the DVRPC

and membership dues. Studies that are a portion of the DVRPC work program are generally completed within one year. Work will begin within the next two weeks and it should be completed by June 30, 2013.

The Gloucester County Division of Planning applied to the Office of Transit, Bicycle and Pedestrian Planning for the study to be included in the fiscal year 2013 DVRPC Planning Work Program.

It is important to examine ways in which the county can support added transportation options to students in our county, said Simmons. With the dual enrollment agreement between the two institutions, there will be increased move-

ment around Rowan's campus to consider and enrollment is anticipated to increase substantially at both institutions in the next five to 10 years. Currently there is already limited parking, and Rowan Boulevard will continue to grow and attract the student population. A viable shuttle could reduce the number of cars needing parking availability, especially at Rowan.

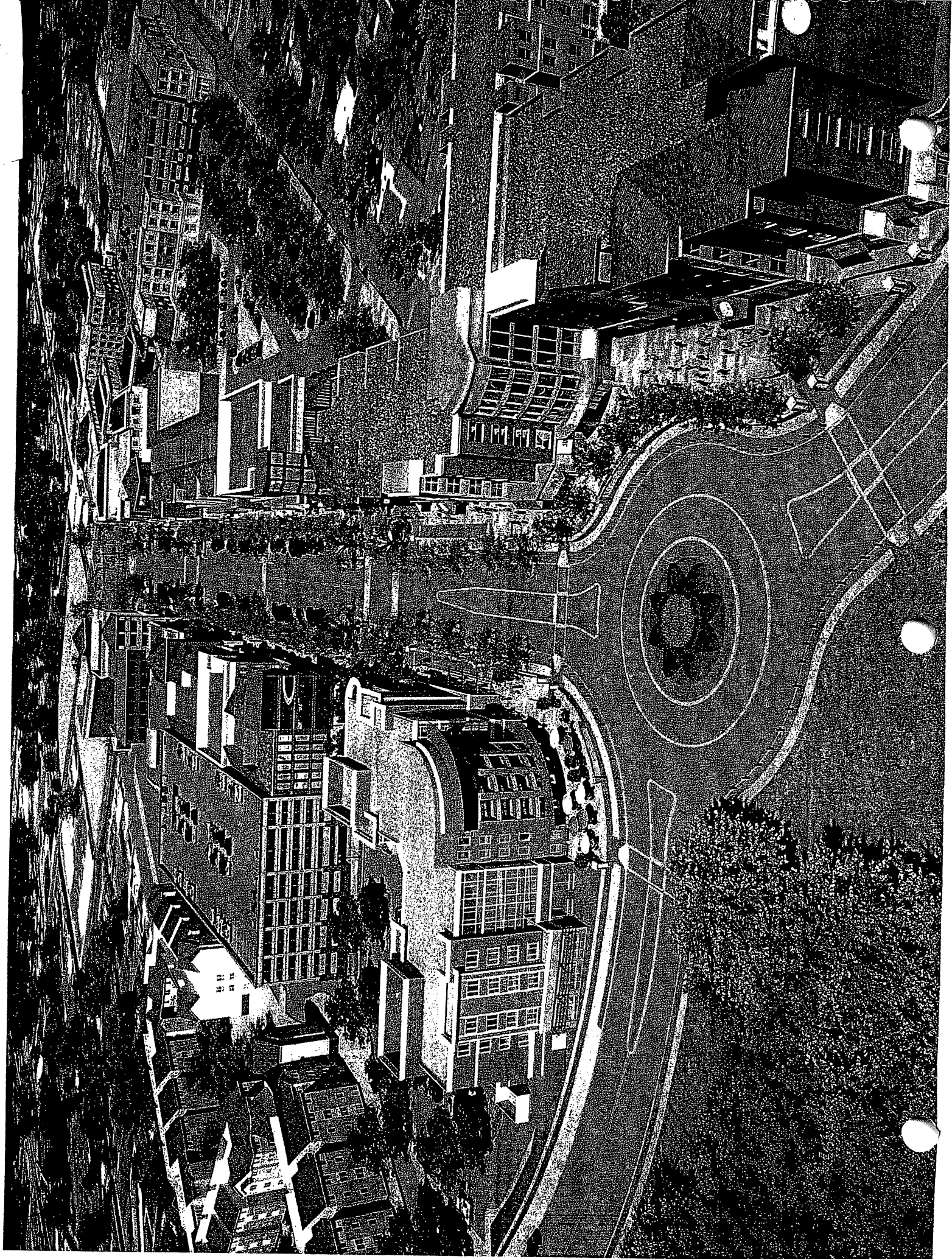
Simmons said a main goal of this assessment is to determine if ridership numbers exist to support the addition of new service.

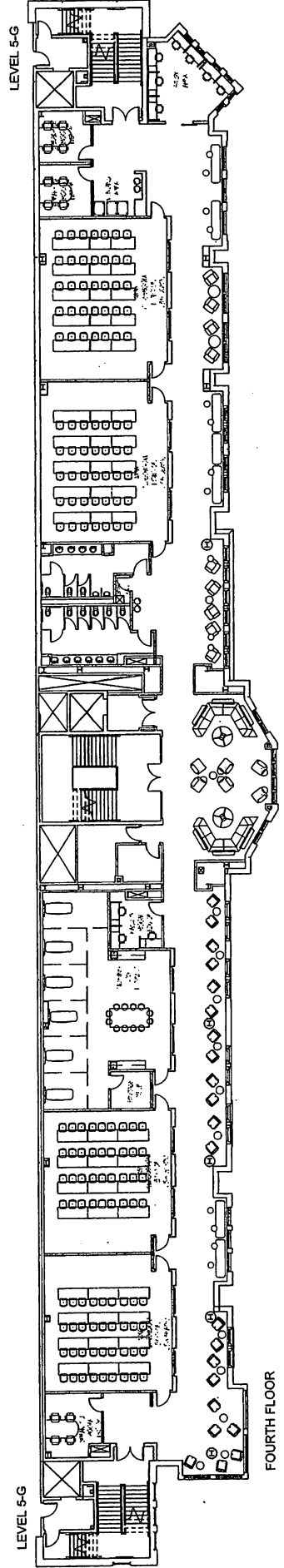
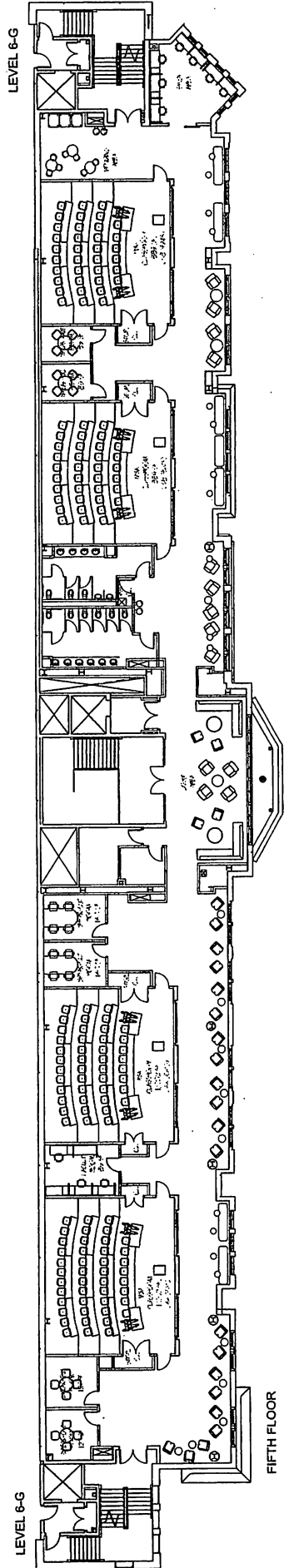
In its entirety, the study will explore ridership, examine potential routes that a shuttle could travel which would incorporate the GCC campus and

Rowan University. Estimate cost analysis for a new shuttle service using an alternative fuel transportation or van and suggest funding opportunities if the study shows support for increased service opportunities.

Simmons said the DVRPC solicited project ideas to diversify its work program for regional transportation projects. Camden County was also awarded a project and the final document may combine both studies. They are both related to educational transit options.

Contact reporter Jessica Driscoll at [jdriscoll@southjerseymedia.com](mailto:jdriscoll@southjerseymedia.com)





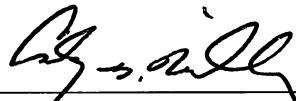
**E1 Building**  
 prepared for:  
 Rowan University  
 prepared by:  
 Blackney Hayes Architects  
 06/01/12





## Oath for Members of the Gloucester County College Board of Trustees

I, **Cody D. Miller**, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Government established in the United States and in this State, and that I will faithfully, impartially and justly perform all of the duties of the office as a member of the Board of Trustees of Gloucester County College to the best of my ability, so help me God.

  
Cody D. Miller

*Sworn to and subscribed before me  
this 9th Day of July, 2012*

  
Fred H. Madden, Jr.



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES AWARDED CONTRACT  
FOR PURCHASE AND DELIVERY OF  
DUPLICATING AND STOCKROOM SUPPLIES**

**WHEREAS**, Gloucester County College has a need to acquire a contract for the purchase and delivery of duplicating and stockroom supplies; and

**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

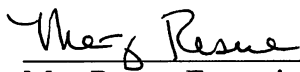
**WHEREAS**, the College has caused quotations to be solicited in accordance with a fair and open process; and

**WHEREAS**, quotations have been received and made a part hereof by reference; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on the 9<sup>th</sup> day of July, 2012 that the College shall award a contract for the purchase and delivery of duplicating and stockroom supplies, from the attached list, in the amount of \$33,903.20.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:   
Meg Resue, Executive Assistant  
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES AUTHORIZING AGREEMENT  
FOR WASTE REMOVAL**

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**WHEREAS**, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

**WHEREAS**, Gloucester County College has a need to enter into a contract for the collection and disposal of solid waste removal; and


**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

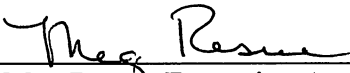
**WHEREAS**, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

**WHEREAS**, Gloucester County College was a part of the proposal for the cooperative purchasing of the collection and disposal of solid waste removal,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Waste Management of New Jersey.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:   
Meg Resue, Executive Assistant  
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES  
AWARDING CONTRACT TO RIGGINS, INC.  
FOR THE PROJECT KNOWN AS  
THE SUPPLY AND DELIVERY OF GASOLINE AND DIESEL FUEL**

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**WHEREAS**, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

**WHEREAS**, Gloucester County College has a need to enter into a contract for the supply and delivery of gas and diesel fuel; and


**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and


**WHEREAS**, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

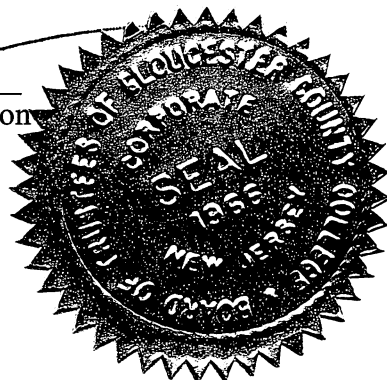
**WHEREAS**, Gloucester County College was a part of the proposal for the cooperative purchasing of the supply and delivery of gas and diesel fuel,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Riggins, Inc. of New Jersey.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:   
Meg Resue, Executive Assistant  
Board of Trustees







**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES  
AWARDING CONTRACT TO MAJESTIC OIL COMPANY  
FOR THE PROJECT KNOWN AS  
THE SUPPLY AND DELIVERY OF #2 HEATING OIL**

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**WHEREAS**, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

**WHEREAS**, Gloucester County College has a need to enter into a contract for the supply and delivery of #2 heating oil; and

**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and


**WHEREAS**, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.

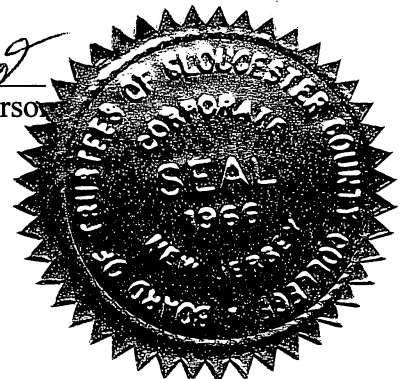
**WHEREAS**, Gloucester County College was a part of the proposal for the cooperative purchasing of the supply and delivery of #2 heating oil,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with Majestic Oil Company of New Jersey.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Condordia, Chairperson  
Board of Trustees

Attested:   
Meg Resue, Executive Assistant  
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES  
AWARDING CONTRACT TO JC MAGEE SECURITY  
FOR THE PROJECT KNOWN AS  
LOCKING HARDWARE AND LOCKSMITH SERVICES**

---

**WHEREAS**, in accordance with N.J.S.A. 40-8A-1 *et seq.*, the New Jersey Uniform Shared Services and Consolidation Act, local governmental units are permitted to enter into agreements with other local governmental unit; and

**WHEREAS**, Gloucester County College has a need to enter into a contract for locksmith services and locking hardware; and

**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

**WHEREAS**, the County of Gloucester acts as lead agency in a county cooperative contract purchasing system. Under this system, the County solicits competitive bids for certain items to be purchased. Local contracting units within the County may purchase under the terms and conditions of selected contracts awarded by the County without the necessity of securing formal bids. This is a county cooperative contract purchasing system as defined and regulated by N.J.A.C. 5:34-7. The System Name is Gloucester County Cooperative Contract Purchasing System. The System Identifier is CK-01-GC. The Systems' establishment was approved by the Director of the Division of Local Government Services.


**WHEREAS**, Gloucester County College was a part of the proposal for the cooperative purchasing of for locksmith services and locking hardware,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College shall enter into an Agreement, under the Uniform Shared Services and Consolidation Act, and the County of Gloucester as lead county cooperative purchasing agent, with JC Magee Security of New Jersey.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees



Attested:   
Meg Resue, Executive Assistant  
Board of Trustees



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES AUTHORIZING CONTRACT FOR ADDITIONAL  
ORACLE LICENSING PURSUANT TO N.J.S.A. 18A:64A-25.9a**

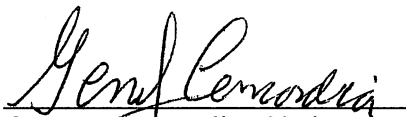
**WHEREAS**, Gloucester County College, pursuant to 18A:64A-25.9a, may by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment to a contract or contract for such materials, supplies, goods, services or equipment entered into under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, Gloucester County College has the need for additional Oracle licenses utilizing State contracts; and


**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College, pursuant to N.J.S.A. 18A:64A-25.9a and based on the General Services Administration (GAS) purchasing schedule, shall purchase additional Oracle licenses from Mystic, Inc. in the amount of \$151,524.00 over five years.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:

  
Meg Resue, Executive Assistant  
Board of Trustees





**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES AWARDING CONTRACT  
FOR PURCHASE AND DELIVERY OF  
SCIENCE EQUIPMENT AND SUPPLIES**

**WHEREAS**, Gloucester County College has a need to acquire a contract for the purchase and delivery of science equipment and supplies; and

**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase; and

**WHEREAS**, the College has caused quotations to be solicited in accordance with a fair and open process; and

**WHEREAS**, quotations have been received and made a part hereof by reference; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on the 9<sup>th</sup> day of July, 2012 that the College shall authorize the purchase and delivery of science equipment and supplies in the amount of \$8,894.21.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:

  
Meg Resue, Executive Assistant  
Board of Trustees



**BOARD RESOLUTION TO APPLY  
CONSOLIDATED ADULT BASIC SKILLS  
and  
INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT  
PROGRAMS  
July 1, 2012 - June 30, 2013**

Agency Name: Gloucester County College Contract Number: ABS-FY13007

The Gloucester County College Board\* hereby certifies that permission has been granted to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education discretionary grant program for the purposes described in the application, in the amount of, \$281,785, starting on July 1, 2012 and ending on June 30, 2013.

The filing of this application was authorized at the Board meeting held on, July 9, 2012. I certify that the information presented is correct.

*Mary Rose*  
Secretary of the Board (Lead Agency)\*  
7/9/2012  
Date

Please identify partners:

| Partner Name |  | Federal Employer ID# | Duns#     | Total Amount | Number of Clients |       |
|--------------|--|----------------------|-----------|--------------|-------------------|-------|
|              |  |                      |           |              | ABE/ESL           | IELCE |
| Lead Agency  | Gloucester County College                | 22-6088440           | 069884633 | 276,785      | 379               | 112   |
| Partner 1    | Literacy Volunteers of Gloucester County | 22-2638910           | 072335198 | 5,000        | 0                 | 10    |
| Partner 2    |  |                      |           |              |                   |       |
| Partner 3    |  |                      |           |              |                   |       |
| Partner 4    |  |                      |           |              |                   |       |
| Partner 5    |  |                      |           |              |                   |       |
| Partner 6    |  |                      |           |              |                   |       |
| Partner 7    |  |                      |           |              |                   |       |
| Partner 8    |  |                      |           |              |                   |       |
| Partner 9    |  |                      |           |              |                   |       |
| Partner 10   |  |                      |           |              |                   |       |
| Partner 11   |  |                      |           |              |                   |       |
| Partner 12   |  |                      |           |              |                   |       |
| Partner 13   |  |                      |           |              |                   |       |
| Totals       |  |                      |           | 281,785      | 379               | 122   |

\*For applicants that do not have a Board of Education, Board of Directors, or other similar governing body, the applicant should identify the body or individual who is legally authorized to approve the agency's application for grant funds.



**BOARD RESOLUTION TO ACCEPT FUNDING FOR THE EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM SUPPORT BUDGET**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding from the Office of the Secretary of Higher Education (OSHE) for the

**EDUCATIONAL OPPORTUNITY FUND (EOF) ARTICLE IV PROGRAM SUPPORT BUDGET**

**for the Academic Year 2013**

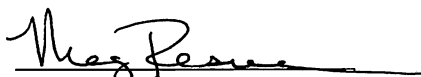
This program is designed to provide access to higher education for students who lack the economic resources and academic preparation to attend college. EOF grants assist New Jersey residents who are capable and motivated to succeed in college. A limited number of students are accepted into the program each year with the largest number of new awards made in the fall semester to first-time, full-time students.

**In the amount of**

**\$106,164**

The approval of the resolution to accept funding for the Educational Opportunity Fund (EOF) Article IV Program Support Budget from the Office of the Secretary of Higher Education (OSHE) for the Academic Year 2013 in the amount of \$106,164 was authorized at the Gloucester County College Board of Trustees meeting held on:

**July 9, 2012**

  
Meg Resue  
Executive Assistant to the  
Board of Trustees



  
Gene J. Concordia  
Chairman of the Board



**RESOLUTION TO ACCEPT FUNDING FOR THE HEART OF GLOUCESTER  
COUNTY RESOURCE SYSTEM  
BUILDING FAMILY SELF-SUFFICIENCY**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to accept funding from the

**Pascale Sykes Foundation**  
**with**  
**People for People Foundation as the lead agency of the collaborative effort**  
**Heart of Gloucester County Resource System**  
**Building Family Self-Sufficiency**

for

**July 1, 2012-June 30, 2013**

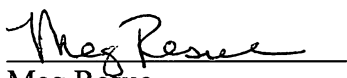
The Center for People in Transition will provide life skills educational workshops to Gloucester County families in building self-sufficiency

in the amount of


**\$10,000**

The approval of the resolution for The Center for People in Transition to accept funding from Pascale Sykes Foundation with the People for People Foundation as the lead agency of the collaborative effort with the Heart of Gloucester County Resource System Building Family Self-Sufficiency for the period of June 1, 2012-July 30, 2013 in the amount of \$10,000 was authorized at the Gloucester County College Board of Trustees meeting held on,

**July 9, 2012**

  
Meg Resue  
Executive Assistant to the  
Board of Trustees



  
Gene J. Concordia  
Chairman of the Board



**BOARD RESOLUTION TO ACCEPT FUNDING FOR  
CENTER FOR PEOPLE IN TRANSITION**

The Gloucester County College Board of Trustees hereby certifies that permission has been granted to accept funding from the:

**United Way of Gloucester County**

**for the period of**

**July 1, 2012-June 30, 2013**

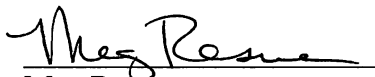
For Center for People in Transition to provide services to Displaced Homemakers to assist them in becoming emotionally and economically self-sufficient through life skills training, education or vocational training and supportive services

**in the amount of**

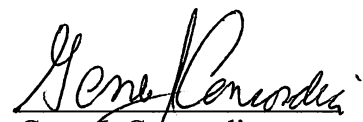
**\$50,000**

The approval of the resolution for The Center for People in Transition to accept funding from United Way of Gloucester County for service to displaced homemakers for the period of July 1, 2012- June 30, 2013 in the amount of \$50,000 was authorized at the Gloucester County College Board of Trustees meeting held on,

**July 9, 2012**

  
Meg Resue  
Executive Assistant to the  
Board of Trustees



  
Gene J. Concordia  
Chairman of the Board



GLOUCESTER COUNTY COLLEGE  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING MAY 31, 2012

|                                       | 5/31/2012            |                      |                   |
|---------------------------------------|----------------------|----------------------|-------------------|
|                                       | Budget<br>Amount     | Actual<br>Y-T-D      | Delta<br>Y-T-D    |
| <b>Current Operating Revenues</b>     |                      |                      |                   |
| Educational and General               |                      |                      |                   |
| Student Tuition - Credit              | \$ 13,123,152        | \$ 13,404,659        | \$ (281,507)      |
| Police Academy - Tuition              | 58,000               | 50,346               | 7,654             |
| Fire Academy - Tuition                | 65,000               | 48,596               | 16,404            |
| Continuing Education                  | 2,126,816            | 2,605,234            | (478,418)         |
| Fees                                  | 6,872,074            | 6,833,749            | 38,325            |
| Out of County                         | 40,000               | 25,358               | 14,642            |
| <br>                                  |                      |                      |                   |
| <b>Government Appropriations</b>      |                      |                      |                   |
| State                                 | 4,761,370            | 4,318,753            | 442,617           |
| Police Academy - State Funding        | 198,523              | 181,979              | 16,544            |
| Fire Academy - State Funding          | 9,430                | 8,644                | 786               |
| Continuing Ed - State Funding         | 107,168              | 98,238               | 8,931             |
| County                                | 7,654,944            | 7,654,944            | -                 |
| <br>                                  |                      |                      |                   |
| Other Revenues                        | 348,371              | 92,636               | 255,735           |
| Auxiliary Enterprises**               | 988,400              | 622,016              | 366,384           |
| <br>                                  |                      |                      |                   |
| Reserve for FY13                      | (636,052)            | -                    | -                 |
| <br>                                  |                      |                      |                   |
| Reserve for Capital Projects          | (76,316)             | -                    | -                 |
| <br>                                  |                      |                      |                   |
| <b>Total Revenues</b>                 | <b>\$ 35,640,880</b> | <b>\$ 35,945,152</b> | <b>\$ 408,096</b> |
| <br>                                  |                      |                      |                   |
| <b>Current Operating Expenditures</b> |                      |                      |                   |
| <br>                                  |                      |                      |                   |
| Instruction - Total                   | \$ 14,247,545        | \$ 12,732,504        | \$ 1,515,041      |
| Personnel - FT                        | 6,249,507            | 5,453,321            | 796,186           |
| Personnel - FT OT, OL, Misc           | 1,492,446            | 1,176,413            | 316,033           |
| Benefits                              | 3,339,095            | 3,026,881            | 312,214           |
| Personnel - PT                        | 2,854,270            | 2,802,392            | 51,878            |
| Expenses                              | 312,227              | 273,496              | 38,731            |
| <br>                                  |                      |                      |                   |
| Continuing Education - Total          | \$ 2,318,994         | \$ 2,295,525         | \$ 23,469         |
| Personnel - FT                        | 546,554              | 483,574              | 62,980            |
| Personnel - FT OT, OL, Misc           | -                    | -                    | -                 |
| Benefits                              | 296,317              | 266,449              | 29,868            |
| Personnel - PT                        | 393,773              | 346,712              | 47,061            |
| Expenses                              | 1,082,350            | 1,198,791            | (116,441)         |
| <br>                                  |                      |                      |                   |
| Police Academy - Total                | \$ 375,455           | \$ 312,734           | \$ 62,721         |
| Personnel - FT                        | 214,384              | 188,785              | 25,599            |
| Personnel - FT OT, OL, Misc           | -                    | -                    | -                 |

|                                     |                      |                      |                     |
|-------------------------------------|----------------------|----------------------|---------------------|
| Benefits                            | 76,498               | 68,366               | 8,132               |
| Personnel - PT                      | 28,373               | 24,251               | 4,122               |
| Expenses                            | 56,200               | 31,334               | 24,866              |
| Fire Academy - Total                | \$ 354,301           | \$ 281,305           | \$ 72,996           |
| Personnel - FT                      | 114,007              | 99,853               | 14,154              |
| Personnel - FT OT, OL, Misc         | -                    | -                    | -                   |
| Benefits                            | 57,980               | 50,613               | 7,367               |
| Personnel - PT                      | 69,984               | 57,865               | 12,119              |
| Expenses                            | 112,330              | 72,974               | 39,356              |
| Academic Support - Total            | \$ 3,069,528         | \$ 2,579,333         | \$ 490,195          |
| Personnel - FT                      | 1,312,862            | 1,163,222            | 149,640             |
| Personnel - FT OT, OL, Misc         | 98,870               | 84,655               | 14,215              |
| Benefits                            | 597,030              | 540,609              | 56,421              |
| Personnel - PT                      | 482,873              | 436,726              | 46,147              |
| Expenses                            | 577,893              | 354,121              | 223,772             |
| Student Services - Total            | \$ 4,690,938         | \$ 4,025,066         | \$ 665,872          |
| Personnel - FT                      | 2,478,329            | 2,138,283            | 340,046             |
| Personnel - FT OT, OL, Misc         | 11,900               | 13,611               | (1,711)             |
| Benefits                            | 893,045              | 786,876              | 106,169             |
| Personnel - PT                      | 343,745              | 300,107              | 43,638              |
| Expenses                            | 963,919              | 786,188              | 177,731             |
| Institutional Support - Total       | \$ 5,179,430         | \$ 4,067,723         | \$ 1,111,707        |
| Personnel - FT                      | 2,354,926            | 1,973,317            | 381,609             |
| Personnel - FT OT, OL, Misc         | 7,385                | 1,019                | 6,366               |
| Benefits                            | 767,850              | 653,005              | 114,845             |
| Personnel - PT                      | 74,370               | 60,506               | 13,864              |
| Expenses                            | 1,974,899            | 1,379,875            | 595,024             |
| Operating & Maintenance - Total     | \$ 4,866,387         | \$ 4,143,094         | \$ 723,294          |
| Personnel - FT                      | 1,382,950            | 1,203,630            | 179,320             |
| Personnel - FT OT, OL, Misc         | 31,000               | 49,316               | (18,316)            |
| Benefits                            | 486,386              | 445,609              | 40,777              |
| Personnel - PT                      | 129,539              | 135,624              | (6,085)             |
| Expenses                            | 2,836,512            | 2,308,914            | 527,598             |
| Leasing Expenses                    | 142,550              | -                    | \$ 142,550          |
| Retiree Benefits                    | 395,753              | 343,520              | \$ 52,233           |
| <b>Total Operating Expenditures</b> | <b>\$ 35,640,881</b> | <b>\$ 30,780,803</b> | <b>\$ 4,860,078</b> |

\*\* The Y-T-D for Auxiliary Enterprises for 5/31/2012 is detailed on page 2.

GLOUCESTER COUNTY COLLEGE  
Deptford Township  
Sewell, NJ 08080

BOARD MEETING

DATE: 7/9/12

PERSONNEL ACTIONS

**STATEMENT OF FACTS:**

The following Education/General Fund Actions are presented for Board of Trustee approval.

**BACKGROUND:**

**Two (2) Appointments:**

Joyce Ortiz. Ms. Ortiz has her B.A. degree from Thomas Edison State College. She has worked for the past six years in the tutoring center as a Teaching Assistant. Prior to that, Ms. Ortiz worked as an Office Administrator for Lighthouse Product Marketing.

Reason: Termination

Title: Team Coordinator, Level IV, Continuing Education

Salary Band: H9 \$14.56 – 19.37– 24.18

Salary: \$ 14.56 per hour

Start Date: 7/16/12

Nicole Duncan. Ms. Duncan has her B.A. degree from Rutgers University. She has worked in the Business Studies Division for the past five years as a part time Technician where her duties included assisting the Dean and faculty, guiding students with divisional questions, and ordering text books.

Reason: Termination

Title: Team Coordinator, Level V, Liberal Arts

Salary Band: H9 \$14.56 – 19.37– 24.18

Salary: \$ 15.00 per hour

Start Date: 7/2/12

**One (1) Reappointment:**

Michael Plagianakos, Transfer Advisor, University Center, \$40,900 per annum, effective 7/1/12

**One (1) Resignation:**

Warren Alderman, Fireman/Maintenance, effective 6/29/12

**One (1) Promotion:**

Karen Durkin, from Executive Director/Assistant Dean, Institutional Research and Assessment, \$87,260 per annum, to Dean, Institutional Research and Assessment, \$89,200 per annum, effective 8/1/12

**Two (2) Part Time Hires:**

Lisa Myers, GED/ABE/ESL Instructor, \$24.36 per hour  
Athena Slaton, Technician, Dean of Students, \$8.75 per hour

**Seven (7) Additions to the 2012-13 Adjunct list:**

Jennie Cusick, Liberal Arts  
Nicole Donato, Liberal Arts  
Joan Hanna, Liberal Arts  
Mary Kwiatkowski, Liberal Arts  
Emily Maddox, Liberal Arts  
Ernestine Wing, Nursing/Allied Health

**PRESIDENT'S RECOMMENDATION:**

Recommend approval of actions listed above.



**RESOLUTION OF THE GLOUCESTER COUNTY COLLEGE  
BOARD OF TRUSTEES CERTIFYING AND ADOPTING AN  
INSTITUTIONAL EMERGENCY OPERATIONS PLAN**

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**WHEREAS**, guided by the N.J. Presidents' Council Campus Safety and Security Committee's self-assessment survey and PL 2011, c.214; and

**WHEREAS**, Gloucester County College has a need to adopt an institutional Emergency Operations Plan (EOP) and submit a certification memorandum for the adoption; and

**WHEREAS**, the College agrees to review, update, and resubmit the certification every five (5) years, unless an emergency incident occurs at the College, in which case the EOP shall be reviewed immediately and recertified by the governing board; and

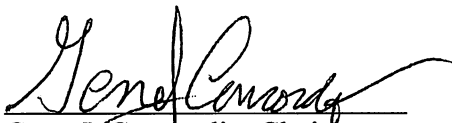
**WHEREAS**, the College agrees to complete its annual Campus Safety and Security Self-Assessment Survey annually; and

**WHEREAS**, the College agrees to participate in an on-site assessment by peer reviewers and continue to have an on-site assessment once every five (5) years; and

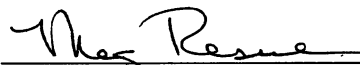
**WHEREAS**, the Chief Financial Officer of the College has certified that funds are available for this purchase if necessary; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Gloucester County College on this 9<sup>th</sup> day of July, 2012 that Gloucester County College shall adopt an institutional Emergency Operations Plan and submit a certification memorandum for the adoption to be uploaded electronically to CYBERCOP.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Gloucester County College held July 9, 2012.

  
Gene J. Concordia, Chairperson  
Board of Trustees

Attested:

  
Meg Resue, Executive Assistant  
Board of Trustees

