



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES
December 10, 2019

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:00 p.m. in the Executive Board Room in the Eugene J. Luciano Conference Center on the Cumberland Campus.

Meg Resue, Special Assistant to President and Board of Trustees, read the Open Public Meetings Act Statement: “In compliance with the ‘Open Public Meetings Act’ of the State of New Jersey, adequate notice of this meeting of the Rowan College of South Jersey Board of Trustees was provided by the forwarding of a notice on July 15, 2019, to *The South Jersey Times*, *The Courier Post*, the Gloucester and Cumberland County Freeholder Directors, Education Liaisons, Administrators, and both campus college communities.”

Meg Resue then led the Pledge of Allegiance.

Roll call followed by Meg Resue:

Members Present:

Ms. Ave’ Altersitz (T)
Mr. Gene Concordia
Ms. Jean DuBois (T)
Ms. Garcia Balicki, Esq.
Mr. Benjamin Griffith (T)
Ms. Ruby Love
Mr. Ken Mecouch (T)
Ms. White-Coursey (T)
Mr. Douglas Wills, Esq. (T)
Dr. Frederick Keating, President, Ex-Officio

*Currently non-voting member pending NJ Governor’s confirmation.
(T) via conference call connection

Members Absent:

Mr. Len Daws
Rev. Dr. James Dunkins*
Ms. Donna Perez

Advisors Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed everyone present for the evening and acknowledged Dr. Geraldine Martin.

AGENDA SPECIFIC PUBLIC COMMENT

No comments were received when asked by Chair Concordia.

ACCEPTANCE OF MINUTES

- The RCSJ November 5, 2019 Reorganization and Regular Session Meeting Minutes were approved as published.

PRESIDENT'S REPORT

Dr. Keating reviewed the RCSJ audit timeline with consideration given to the merger during the merger calendar year. For FY 2018-2019, Cumberland County College and Rowan College at Gloucester County will conduct separate audits (both conducted by Bowman & Company LLP) that will come back for joint Board acknowledgment and acceptance in March. For FY 2019-2020, the Bowman will provide a collective audit of RCSJ, with audits completed for both the main and the branch campus to support it.

Dr. Keating went on to provide a preliminary overview of the institution's budget timeline, culminating in college community budget presentations on both main and the branch campus during the first week of March, with their respective budgets present to the Board for approval the scheduled meeting on March 10th. Dr. Keating reviewed how the Board of School Estimate would be handled and read out loud, N.J.S.A. 18A:64A-15 Boards of School Estimate.

FINANCE

At the request of Trustee Wills, Mr. Nick Burzichelli, VP & COO gave an update on the College's finances.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the month ending November 30, 2019: The monthly operating reports of revenues and expenditures were presented to the Board. (Statements attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Love and unanimously approved the:

1. RCSJ – Cumberland Campus, FY 2020 Revised Tuition & Fee Schedule (resolution attached)

PLANNING/FACILITIES

At the request of Trustee Wills, Mr. Burzichelli, VP & COO reviewed the Campus Security Crime Statistics for both campuses and the listed agenda items.

Informational Items: Campus Safety Crime Statistics Reports – Rowan College of South Jersey Campus Safety Crime Statistics for October 15, 2019 – November 14, 2019 (both campuses). (attached)

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Garcia Balicki, and the following was approved with two abstentions from Trustee Altersitz and Trustee White-Coursey: (resolution attached)

1. Agreement with Phillips Corporation for purchase & delivery of a CNC Machine

On the recommendation of the President, Trustee Griffith made a motion, seconded by Trustee Garcia Balicki, and unanimously approved the following items: (resolutions attached)

1. Renaming the Nursing & Allied Health Simulation Room (NAH 1066)
2. A change order one (1) in favor of Capri Construction
3. Agreement with Allegheny Educational Systems for purchase of a process control trainer
4. Agreement with Dynamic Security for security equipment installation at the Economic Development Center and the Rowan Medicine Building

On the recommendation of the President, Trustee Altersitz made a motion, seconded by Trustee White-Coursey, and unanimously approved the following items: (resolutions attached)

1. Agreement with Gloucester/Cumberland/Salem On-Line Library Database to provide fiscal services
2. Purchase and Sale agreement between RCSJ and Ferfeldt Investments LLC

PERSONNEL

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee DuBois, unanimously approving the following as presented: (attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses

ACADEMIC SERVICES

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Love, unanimously approving the following items: (resolutions attached)

1. Agreement between RCSJ and County College of Morris for Scaling Apprenticeships through Career Advance USA
2. Apply & Upon Award, Accept Funding: from the Corning Foundation Grant program & contract execution between RCSJ – Cumberland and the Millville Lakeside Middle School

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Griffith, and the following were approved with two abstentions from Trustee Altersitz and Trustee White-Coursey: (resolutions attached)

1. Apply & Upon Award, Amend Funding: from the Carl D. Perkins Career and Technical Education Postsecondary Grant – Gloucester Campus
2. Accept additional funding under the existing contract from the Carl D. Perkins Career and Technical Education Postsecondary Grant – Cumberland Campus

PUBLIC PORTION

Chair Concordia asked if there were any public comments. No comments were received.

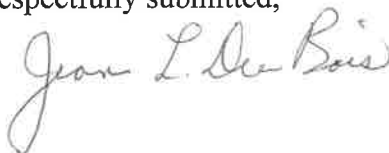
CLOSED SESSION

At 6:29 p.m., Meg Resue read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Mecouch made a motion to approve the resolution, seconded by Trustee Garcia Balicki. The motion was unanimously approved.

ADJOURNMENT

At 7:30 p.m., Trustee Love made a motion, seconded by Trustee Mecouch. The motion was unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary


BOARD OF TRUSTEES MEETING

CLOSED SESSION MINUTES
December 10, 2019

At 6:29 p.m., Meg Resue, Special Assistant to the President and Board of Trustees read a resolution to go into Closed Session and it was announced that no further action would be taken for the evening. Trustee Mecouch made a motion to approve the resolution, seconded by Trustee Garcia Balicki. The motion was unanimously approved.

Members Present:

Ms. Ave' Altersitz (T)
Mr. Gene Concordia
Ms. Jean DuBois (T)
Ms. Garcia Balicki, Esq.
Mr. Benjamin Griffith (T)
Ms. Ruby Love
Mr. Ken Mecouch (T)
Ms. White-Coursey (T)
Mr. Douglas Wills, Esq. (T)
Dr. Frederick Keating, President, Ex-Officio

*Currently non-voting member pending NJ Governor's confirmation.
(T) via conference call connection

Members Absent:

Mr. Len Daws
Rev. Dr. James Dunkins*
Ms. Donna Perez

Advisors Present:

Mr. Chris Gibson, Esq.

Contracts & Potential Litigation

President Keating and Mr. Burzichelli discussed contracts for the purchase and sale of a Gloucester campus asset and for auditor services. Also discussed was potential litigation.

At 7:30 p.m., Trustee Love made a motion, seconded by Trustee Mecouch and unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,



Jean L. DuBois, Secretary

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2019

| | 11/30/2019 | | |
|---|----------------------|----------------------|------------------------|
| | Budget Amount | Actual Y-T-D | Delta Y-T-D |
| Current Operating Revenues | | | |
| Educational and General | | | |
| Student Tuition - Credit | \$ 24,944,624 | \$ 20,380,253 | \$ (4,564,371) |
| Police Academy - Tuition | 80,000 | 30,433 | (49,567) |
| Fire Academy - Tuition | 52,000 | 18,785 | (33,215) |
| Continuing Education | 2,296,000 | 758,312 | (1,537,688) |
| Fees | 14,136,654 | 11,385,777 | (2,750,877) |
| Out of County | 290,000 | 74,352 | (215,648) |
| Government Appropriations | | | |
| State | 8,787,610 | 3,579,510 | (5,208,100) |
| Police Academy - State Funding | 198,523 | 82,718 | (115,805) |
| Fire Academy - State Funding | 9,430 | 3,929 | (5,501) |
| Continuing Ed - State Funding | 107,168 | 44,653 | (62,515) |
| County | 14,692,600 | 7,468,828 | (7,223,772) |
| Other Revenues | 964,300 | 370,834 | (593,466) |
| Auxiliary Enterprises | 1,365,500 | 598,033 | (767,467) |
| Reserve from FY19 | 500,000 | | (500,000) |
| Drawdown from Unrestricted Fund Balance | 390,025 | | (390,025) |
| Total Revenues | \$ 68,814,434 | \$ 44,796,417 | \$ (24,018,017) |
| Current Operating Expenditures | | | |
| Instruction - Total | \$ 22,234,861 | \$ 8,119,274 | \$ 14,115,587 |
| Personnel - FT | 10,089,024 | 3,138,541 | 6,950,483 |
| Personnel - FT OT, OL, Misc | 3,161,449 | 1,174,865 | 1,986,584 |
| Benefits | 3,673,629 | 1,697,660 | 1,975,969 |
| Personnel - PT | 4,613,839 | 1,774,424 | 2,839,415 |
| Expenses | 696,920 | 333,784 | 363,136 |
| Continuing Education - Total | \$ 2,292,565 | \$ 839,574 | \$ 1,452,991 |
| Personnel - FT | 653,428 | 265,793 | 387,635 |
| Personnel - FT OT, OL, Misc | 2,780 | 788 | 1,992 |
| Benefits | 476,996 | 127,689 | 349,307 |
| Personnel - PT | 534,786 | 238,792 | 295,994 |
| Expenses | 624,575 | 206,512 | 418,063 |

| | | | |
|-------------------------------------|----------------------|----------------------|----------------------|
| Police Academy - Total | \$ 538,030 | \$ 185,691 | \$ 352,339 |
| Personnel - FT | 258,312 | 103,126 | 155,186 |
| Personnel - FT OT, OL, Misc | - | | - |
| Benefits | 203,683 | 52,668 | 151,015 |
| Personnel - PT | 34,529 | 14,641 | 19,888 |
| Expenses | 41,506 | 15,256 | 26,250 |
| Fire Academy - Total | \$ 319,289 | \$ 116,800 | \$ 202,489 |
| Personnel - FT | 137,321 | 54,520 | 82,801 |
| Personnel - FT OT, OL, Misc | 6,049 | 1,502 | 4,547 |
| Benefits | 101,525 | 27,844 | 73,681 |
| Personnel - PT | 43,323 | 16,743 | 26,580 |
| Expenses | 31,071 | 16,191 | 14,880 |
| Academic Support - Total | \$ 6,676,016 | \$ 2,374,151 | \$ 4,301,865 |
| Personnel - FT | 2,950,646 | 1,004,503 | 1,946,143 |
| Personnel - FT OT, OL, Misc | 83,129 | 19,746 | 63,383 |
| Benefits | 1,927,050 | 524,275 | 1,402,775 |
| Personnel - PT | 839,456 | 286,690 | 552,766 |
| Expenses | 875,735 | 538,937 | 336,798 |
| Student Services - Total | \$ 13,548,964 | \$ 4,868,665 | \$ 8,680,299 |
| Personnel - FT | 6,513,363 | 2,553,979 | 3,959,384 |
| Personnel - FT OT, OL, Misc | 72,324 | 34,262 | 38,062 |
| Benefits | 4,559,941 | 1,334,209 | 3,225,732 |
| Personnel - PT | 871,387 | 364,525 | 506,862 |
| Expenses | 1,531,949 | 581,690 | 950,259 |
| Institutional Support - Total | \$ 12,655,455 | \$ 4,916,260 | \$ 7,739,195 |
| Personnel - FT | 4,723,169 | 1,970,281 | 2,752,888 |
| Personnel - FT OT, OL, Misc | 940 | 4,006 | (3,066) |
| Benefits | 3,223,548 | 960,503 | 2,263,045 |
| Personnel - PT | 327,682 | 82,783 | 244,899 |
| Expenses | 4,380,116 | 1,898,687 | 2,481,429 |
| Operating & Maintenance - Total | \$ 9,295,646 | \$ 3,529,619 | \$ 5,766,027 |
| Personnel - FT | 2,102,462 | 843,650 | 1,258,812 |
| Personnel - FT OT, OL, Misc | 112,455 | 35,351 | 77,104 |
| Benefits | 1,306,438 | 421,574 | 884,864 |
| Personnel - PT | 63,945 | 12,015 | 51,930 |
| Expenses | 5,710,346 | 2,217,029 | 3,493,317 |
| Leasing Expenses | \$ 58,000 | 28,688 | \$ 29,312 |
| Retiree Benefits | \$ 566,100 | 157,809 | \$ 408,291 |
| Auxiliary Enterprises | \$ 379,508 | 103,396 | \$ 276,112 |
| Minor Capital | \$ 250,000 | 65,463 | \$ 184,537 |
| Total Operating Expenditures | \$ 68,814,434 | \$ 25,305,390 | \$ 43,509,044 |

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2019
Gloucester Campus

| | 11/30/2019 | | |
|---|----------------------|----------------------|------------------------|
| | Budget Amount | Actual Y-T-D | Delta Y-T-D |
| Current Operating Revenues | | | |
| Educational and General | | | |
| Student Tuition - Credit | \$ 17,592,912 | \$ 13,777,769 | \$ (3,815,143) |
| Police Academy - Tuition | 80,000 | 30,433 | (49,567) |
| Fire Academy - Tuition | 52,000 | 18,785 | (33,215) |
| Continuing Education | 1,250,000 | 408,040 | (841,960) |
| Fees | 10,727,684 | 8,559,787 | (2,167,897) |
| Out of County | 40,000 | 25,974 | (14,026) |
| Government Appropriations | | | |
| State | 5,487,610 | 2,132,480 | (3,355,130) |
| Police Academy - State Funding | 198,523 | 82,718 | (115,805) |
| Fire Academy - State Funding | 9,430 | 3,929 | (5,501) |
| Continuing Ed - State Funding | 107,168 | 44,653 | (62,515) |
| County | 8,100,000 | 4,172,528 | (3,927,472) |
| Other Revenues | 246,800 | 89,494 | (157,306) |
| Auxiliary Enterprises | 605,500 | 330,381 | (275,119) |
| Reserve from FY19 | | | - |
| Drawdown from Unrestricted Fund Balance | 390,025 | | (390,025) |
| Total Revenues | \$ 44,887,652 | \$ 29,676,971 | \$ (15,210,681) |
| Current Operating Expenditures | | | |
| Instruction - Total | \$ 13,850,763 | \$ 5,539,794 | \$ 8,310,969 |
| Personnel - FT | 7,197,908 | 2,265,571 | 4,932,337 |
| Personnel - FT OT, OL, Misc | 2,180,449 | 865,683 | 1,314,766 |
| Benefits | 1,331,629 | 1,157,053 | 174,576 |
| Personnel - PT | 2,802,457 | 1,073,780 | 1,728,677 |
| Expenses | 338,320 | 177,707 | 160,613 |
| Continuing Education - Total | \$ 1,625,212 | \$ 532,315 | \$ 1,092,897 |
| Personnel - FT | 459,350 | 182,347 | 277,003 |
| Personnel - FT OT, OL, Misc | 2,780 | 788 | 1,992 |
| Benefits | 376,996 | 93,126 | 283,870 |
| Personnel - PT | 245,811 | 91,876 | 153,935 |
| Expenses | 540,275 | 164,178 | 376,097 |

| | | | | | | |
|---------------------------------|----|------------|----|------------|----|------------|
| Police Academy - Total | \$ | 538,030 | \$ | 185,691 | \$ | 352,339 |
| Personnel - FT | | 258,312 | | 103,126 | | 155,186 |
| Personnel - FT OT, OL, Misc | | - | | - | | - |
| Benefits | | 203,683 | | 52,668 | | 151,015 |
| Personnel - PT | | 34,529 | | 14,641 | | 19,888 |
| Expenses | | 41,506 | | 15,256 | | 26,250 |
| Fire Academy - Total | \$ | 319,289 | \$ | 116,800 | \$ | 202,489 |
| Personnel - FT | | 137,321 | | 54,520 | | 82,801 |
| Personnel - FT OT, OL, Misc | | 6,049 | | 1,502 | | 4,547 |
| Benefits | | 101,525 | | 27,844 | | 73,681 |
| Personnel - PT | | 43,323 | | 16,743 | | 26,580 |
| Expenses | | 31,071 | | 16,191 | | 14,880 |
| Academic Support - Total | \$ | 4,001,266 | \$ | 1,597,536 | \$ | 2,403,730 |
| Personnel - FT | | 1,622,357 | | 625,627 | | 996,730 |
| Personnel - FT OT, OL, Misc | | 70,529 | | 19,359 | | 51,170 |
| Benefits | | 1,225,400 | | 319,515 | | 905,885 |
| Personnel - PT | | 478,190 | | 180,563 | | 297,627 |
| Expenses | | 604,790 | | 452,472 | | 152,318 |
| Student Services - Total | \$ | 9,891,837 | \$ | 3,375,920 | \$ | 6,515,917 |
| Personnel - FT | | 4,611,041 | | 1,821,877 | | 2,789,164 |
| Personnel - FT OT, OL, Misc | | 68,425 | | 33,551 | | 34,874 |
| Benefits | | 3,703,141 | | 930,453 | | 2,772,688 |
| Personnel - PT | | 416,234 | | 180,382 | | 235,852 |
| Expenses | | 1,092,996 | | 409,657 | | 683,339 |
| Institutional Support - Total | \$ | 7,728,637 | \$ | 2,873,215 | \$ | 4,855,422 |
| Personnel - FT | | 2,896,405 | | 1,212,820 | | 1,683,585 |
| Personnel - FT OT, OL, Misc | | 940 | | 232 | | 708 |
| Benefits | | 2,433,748 | | 619,401 | | 1,814,347 |
| Personnel - PT | | 146,542 | | 51,393 | | 95,149 |
| Expenses | | 2,251,002 | | 989,369 | | 1,261,633 |
| Operating & Maintenance - Total | \$ | 6,218,010 | \$ | 2,307,620 | \$ | 3,910,390 |
| Personnel - FT | | 1,987,395 | | 789,478 | | 1,197,917 |
| Personnel - FT OT, OL, Misc | | 112,455 | | 35,351 | | 77,104 |
| Benefits | | 1,253,538 | | 403,196 | | 850,342 |
| Personnel - PT | | 45,315 | | 12,015 | | 33,300 |
| Expenses | | 2,819,307 | | 1,067,580 | | 1,751,727 |
| Leasing Expenses | \$ | 58,000 | | 28,688 | \$ | 29,312 |
| Retiree Benefits | \$ | 566,100 | | 157,809 | \$ | 408,291 |
| Auxiliary Enterprises | \$ | 90,508 | | 24,655 | \$ | 65,853 |
| Total Operating Expenditures | \$ | 44,887,652 | \$ | 16,740,043 | \$ | 28,147,609 |

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2019
Cumberland Campus

| | 11/30/2019 | | |
|---|----------------------|----------------------|-----------------------|
| | Budget Amount | Y-T-D | Delta Y-T-D |
| Current Operating Revenues | | | |
| Educational and General | | | |
| Student Tuition - Credit | \$ 7,501,712 | \$ 6,664,384 | \$ (837,328) |
| Continuing Education | 1,046,000 | 350,272 | (695,728) |
| Fees | 3,408,970 | 2,825,990 | (582,980) |
| Out of County (Charge back) | 250,000 | 48,378 | (201,622) |
| Waivers | (150,000) | (61,900) | 88,100 |
| Government Appropriations | | | |
| State | 3,300,000 | 1,447,030 | (1,852,970) |
| County | 6,592,600 | 3,296,300 | (3,296,300) |
| Other Revenues | 717,500 | 281,340 | (436,160) |
| Auxiliary Enterprises | 760,000 | 267,652 | (492,348) |
| Reserve from FY19 | 500,000 | | (500,000) |
| Drawdown from Unrestricted Fund Balance | | | - |
| Total Revenues | \$ 23,926,782 | \$ 15,119,446 | \$ (8,807,336) |
| Current Operating Expenditures | | | |
| Instruction - Total | \$ 8,384,099 | \$ 2,579,480 | \$ 5,804,619 |
| Personnel - FT | 2,891,117 | 872,970 | 2,018,147 |
| Personnel - FT OT, OL, Misc | 981,000 | 309,182 | 671,818 |
| Benefits | 2,342,000 | 540,607 | 1,801,393 |
| Personnel - PT | 1,811,382 | 700,644 | 1,110,738 |
| Expenses | 358,600 | 156,077 | 202,523 |
| Continuing Education - Total | \$ 667,353 | \$ 307,259 | \$ 360,094 |
| Personnel - FT | 194,078 | 83,446 | 110,632 |
| Personnel - FT OT, OL, Misc | | - | - |
| Benefits | 100,000 | 34,563 | 65,437 |
| Personnel - PT | 288,975 | 146,916 | 142,059 |
| Expenses | 84,300 | 42,334 | 41,966 |
| Academic Support - Total | \$ 2,337,666 | \$ 679,499 | \$ 1,658,167 |
| Personnel - FT | 1,216,300 | 332,215 | 884,085 |
| Personnel - FT OT, OL, Misc | 12,600 | 387 | 12,213 |
| Benefits | 634,500 | 175,579 | 458,921 |
| Personnel - PT | 251,466 | 90,874 | 160,592 |
| Expenses | 222,800 | 80,443 | 142,357 |
| Student Services - Total | \$ 3,657,134 | \$ 1,492,745 | \$ 2,164,389 |

| | | | |
|--|----------------------|---------------------|----------------------|
| Personnel - FT | 1,902,322 | 732,102 | 1,170,220 |
| Personnel - FT OT, OL, Misc | 3,899 | 711 | 3,188 |
| Benefits | 856,800 | 403,756 | 453,044 |
| Personnel - PT | 455,153 | 184,143 | 271,010 |
| Expenses | 438,960 | 172,033 | 266,927 |
| Public Service - Total | \$ 337,089 | \$ 97,118 | \$ 239,971 |
| Personnel - FT | 111,989 | 46,662 | 65,327 |
| Personnel - FT OT, OL, Misc | - | - | - |
| Benefits | 67,150 | 29,181 | 37,969 |
| Personnel - PT | 109,800 | 15,253 | 94,547 |
| Expenses | 48,150 | 6,022 | 42,128 |
| Institutional Support - Total | \$ 4,926,804 | \$ 2,043,045 | \$ 2,883,759 |
| Personnel - FT | 1,826,764 | 757,462 | 1,069,302 |
| Personnel - FT OT, OL, Misc | - | 3,774 | (3,774) |
| Benefits | 789,800 | 341,102 | 448,698 |
| Personnel - PT | 181,140 | 31,390 | 149,750 |
| Expenses | 2,129,100 | 909,318 | 1,219,782 |
| Operating & Maintenance - Total | \$ 3,077,637 | \$ 1,221,998 | \$ 1,855,639 |
| Personnel - FT | 115,067 | 54,172 | 60,895 |
| Personnel - FT OT, OL, Misc | - | - | - |
| Benefits | 52,900 | 18,378 | 34,522 |
| Personnel - PT | 18,630 | - | 18,630 |
| Expenses | 2,891,040 | 1,149,449 | 1,741,591 |
| Leasing Expenses | \$ - | - | \$ - |
| Retiree Benefits | \$ - | - | \$ - |
| Minor Capital | \$ 250,000 | 65,463 | \$ 184,537 |
| Auxiliary Enterprises | \$ 289,000 | 78,741 | \$ 210,259 |
| Total Operating Expenditures | \$ 23,926,782 | \$ 8,565,347 | \$ 15,361,435 |



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND FISCAL YEAR 2020 REVISED TUITION AND FEE SCHEDULE.

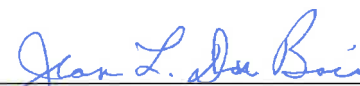
WHEREAS, Rowan College of South Jersey – Cumberland has a need to revise the Fiscal Year 2020 tuition and fee schedule, and

WHEREAS, the revised Fiscal Year 2020 proposed tuition and fee schedule call for a new Expedited Transcript Fee of \$10 as of January 2020;

NOW, THEREFORE, BE IT RESOLVED the Rowan College of South Jersey Board of Trustees on the 10th day of December 2019, approved the Rowan College of South Jersey - Cumberland Fiscal Year 2020 revised tuition and fees schedule reflecting the Expedited Transcript Fee of \$10 as of January 2020.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
TUITION & FEES SCHEDULE
(Effective January 2020)**

TUITION

1. Tuition for 2019-2020 will be on a per credit hour basis.
2. Tuition for 2019-2020 will increase by \$2.00 per credit hour over the 2018-2019 rates.
3. The specific 2019-2020 tuition rates are as follows:

| <u>Enrollment Status</u> | <u>Rate per Credit Hour</u> |
|-------------------------------------|-----------------------------|
| In-County (Cumberland & Gloucester) | \$122.00 |
| Out-of County | \$132.00* |
| Out-of-State and Foreign | \$264.00 |

4. *Out-of-County will be charged \$10 per credit over In-County rates with appropriate chargeback documentation. Without such documentation the Out-of-County rate is \$197.00 per credit hour.
5. Employees of an employer in Cumberland County are charged In-County rates for tuition and fees with proper chargeback information.
6. Early College Dual Enrollment Program \$85/Credit Hour (No Fees).

FEES

1. Comprehensive Fee – A \$20.00 per credit hour Comprehensive Fee will be charged for 2019-2020.
2. Technology Fee – A \$10.00 per credit hour Technology Fee will be charged for 2019-2020.

3. Course Fees

| | |
|---------------------------------|---------------------|
| Applied Music | \$230.00/Course |
| Art Studio Course | \$25.00/Credit |
| One (1) Contact Hour Fee | \$60.00 |
| Two (2) Contact Hour Fee | \$120.00 |
| Three (3) Contact Hour Fee | \$180.00 |
| Foreign Language | \$10.00/Credit |
| On Line, Telecourse, and Hybrid | 15.00/Credit |
| Radiography | \$600.00/Semester |
| RN & PN | \$1,500.00/Semester |
| Science Lab Fee | \$60.00/Course |

4. Other Fees

| | |
|------------------------------------|----------------|
| Academy Transcript Evaluations | \$5.00/Credit |
| Change of Course Fee | \$3.00 |
| Dual Credit Fees | \$40.00/Credit |
| Graduation Petition Evaluation Fee | \$25.00 |
| Graduation Petition Late Fee | \$25.00 |
| Late Registration Fee | \$20.00 |
| Payment Plan Late Fee | \$30.00 |
| Registration Fee | \$20.00/Term |
| Replace Diploma Fee | \$35.00 |
| Replace ID Card Fee | 10.00 |
| Returned Payment Fee | \$30.00 |
| Stop Payment/Reissue Check Fee | \$30.00 |
| Testing Fee | Varies |
| Transcript Fee | \$5.00 |
| Expedited Transcript Fee | \$10.00 |
| E Books | Varies |

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Dominick Burzichelli, VP, C.O.O.
FROM: Joseph M. Getsinger, Exec. Director, Safety & Security – Gloucester Campus
FROM: Andres Lopez, Director of Campus Safety and Security -Cumberland Campus
DATE: November 21, 2019
SUBJECT: **CRIME STATISTICS for October 15 to November 14, 2019**

In accordance with New Jersey Statute P.L. 2015, Chapter 220, S485, supplementing Chapter 3b of Title 18A, enacted January 19, 2016 the President of each public institution of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period. For the purpose of this report Rowan College at Gloucester County is following the Clery Act definitions for reporting crime statistics.

| DESCRIPTION | GLOUCESTER | CUMBERLAND |
|---|-------------|-------------|
| Burglary | 0 Incidents | 0 incidents |
| Criminal Trespass | 0 Incidents | 0 incidents |
| Possession of Controlled Dangerous Substances | 0 Incidents | 0 incidents |
| Underage Alcohol Consumption | 0 Incidents | 0 incidents |
| Thefts | 0 Incidents | 1 incidents |
| Harassment | 0 Incidents | 1 incidents |
| Criminal Mischief | 0 Incidents | 0 incidents |
| Receiving Stolen Property | 0 Incidents | 0 incidents |
| False Public Alarms | 2 Incidents | 0 incidents |
| Emergency Notifications | 0 Incidents | 0 incidents |
| Assault | 0 Incidents | 0 incidents |
| Sexual Assault | 0 Incidents | 0 incidents |
| Hate Crimes | 0 Incidents | 0 incidents |
| Violence Against Women | 0 Incidents | 0 incidents |
| Timely Warnings | 0 Incidents | 0 incidents |
| Motor Vehicle Accidents/Incidents | 4 Incidents | 1 incidents |
| Fire | 0 Incidents | 0 incidents |
| Medical Assist/Incidents | 0 Incidents | 1 incidents |



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO APPROVE RENAMING THE NURSING AND
ALLIED HEALTH SIMULATION ROOM (NAH 1066) AT
ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS**

WHEREAS, David Slack and the Slack Family have been loyal supporters of Rowan College of South Jersey – Gloucester Campus and the College’s Nursing Program; and

WHEREAS, the Slack Family has made significant contributions to the Rowan College Foundation by the establishment of numerous scholarship endowments; and

WHEREAS, the Slack Family has made contributions to the College that policy and administrative procedure 5201 Naming Buildings, Educational Spaces, Classrooms, Meeting and Other Public Spaces, and Other Assets entitles them to Financial Support Level III, Classroom, Meeting and Other Public Spaces Naming Rights; and

WHEREAS, a study was conducted by the Naming Committee and approved by the Naming Committee on November 5, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of December, 2019, in appreciation to the Slack Family and their generosity towards Rowan College of South Jersey – Gloucester Campus and the College’s Nursing Program that the Nursing and Allied Health Simulation Room (NAH 1066) be renamed the Slack Family Commemorative Room.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held Tuesday, December 10, 2019.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION AWARDING A CONTRACT FOR THE PURCHASE AND DELIVERY OF A FIVE AXIS CNC MACHINE THROUGH A FAIR AND OPEN PROCESS

WHEREAS, the Rowan College of South Jersey, Cumberland Campus, publicly solicited bids the purchase and delivery of a five axis CNC machine; and

WHEREAS, the College has advertised for bids pursuant to all appropriate legislation including PL 2004, Chapter 19, NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws and the County College Contracts Law; and

WHEREAS, one (1) sealed bid was received and publicly opened on November 26, 2019 in accordance with a fair and open process; and

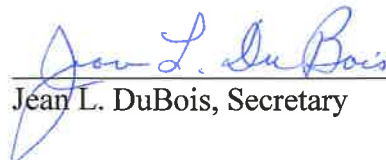
WHEREAS, the Chief Financial Officer of the College has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Cumberland Campus to enter into an agreement with the Phillips Corporation as the lowest responsible bidder to provide a five axis CNC machine for \$140,366.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING THE CHANGE ORDER FUNDING FOR THE MECHATRONICS INNOVATION LEARNING LAB

WHEREAS, Rowan College of South Jersey - Cumberland campus previously approved the Cumberland County Board of Chosen Freeholders to award contract to Capri Construction, in the amount of \$594,000 on the college's behalf, for the construction of a Mechatronics Innovation Learning Lab ("MILL") Project; and

WHEREAS, unforeseen circumstances have created the need for additional construction; and

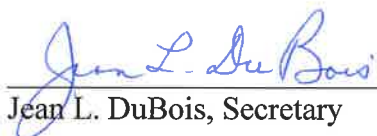
WHEREAS, the Cumberland County Improvement Authority, acting as the construction manager on the college's behalf, has requested \$63,013.42 for additional construction services; and

WHEREAS, the Chief Financial Officer of Rowan College of South Jersey - Cumberland Campus has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees will accept, in accordance with N.J.A.C. 5:30-11 and in favor of Capri Construction, change order one (1) in the amount of \$63,013.42 thereby increasing the amount of the awarded contract from \$594,000 to \$657,013.42.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION AWARDING A CONTRACT FOR THE PURCHASE AND DELIVERY OF A PROCESS CONTROL TRAINER THROUGH A FAIR AND OPEN PROCESS

WHEREAS, the Rowan College of South Jersey, Gloucester Campus, publicly solicited bids the purchase and delivery of a Process Control Trainer; and

WHEREAS, the College has advertised for bids pursuant to all appropriate legislation including PL 2004, Chapter 19, NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws and the County College Contracts Law; and

WHEREAS, two (2) sealed bids was received and publicly opened on November 26, 2019 in accordance with a fair and open process; and

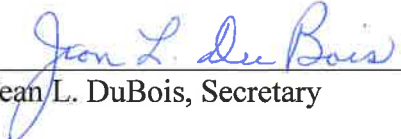
WHEREAS, the Chief Financial Officer of the College has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus, to enter into an agreement with Allegheny Educational Systems Inc. as the lowest responsible bidder to provide a process control trainer for \$46,040.40.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH DYNAMIC SECURITY BASED ON GSA CONTRACT 07F-0251X

WHEREAS, the Rowan College of South Jersey, Gloucester Campus, has a need to revise a November 2019 Dynamic Security resolution; and

WHEREAS, the Rowan College of South Jersey, pursuant to 18A:64A-25.9b, may without advertising for bids, or having rejected all bids obtained pursuant to advertising, utilize the Federal Supply Schedules of the General Services Administration as permitted by the "Federal Acquisition Streamlining Act of 1994", Pub.L.103-335, and the Federal regulations adopted thereunder from other Federal Procurement programs; and

WHEREAS, an updated proposal was submitted by Dynamic Security to provide, install and commission a card-access, video, and alarm system at the Economic Development Center for a total of \$19,162.24 based on GSA contract number 07F-0251X; and


WHEREAS, an updated proposal was submitted by Dynamic Security to provide, install and commission a card-access, video, and alarm system at the Rowan Medicine Building for a total of \$119,036.90 based on GSA contract number 07F-0251X; and

WHEREAS, the Chief Financial Officer of the college has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey, Gloucester Campus to enter into an agreement with Dynamic Security in the amount of \$138,199.14 based on GSA contract pricing.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested: 
Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH THE GLOUCESTER/CUMBERLAND/SALEM ON-LINE LIBRARY DATABASE

WHEREAS, the Rowan College of South Jersey, pursuant to 18A:64A-25.5 (6), may by resolution award a contract for specialized library services without advertising for bids; and

WHEREAS, the College has a need to provide library database services; and

WHEREAS, the Gloucester/Cumberland/Salem On-Line Library Database, a non-profit corporation, has submitted a proposal to provide fiscal services to the Rowan College of South Jersey; and


WHEREAS, the Chief Financial Officer of the college has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to enter into an agreement with the Gloucester/Cumberland/Salem On-Line Library Database to provide fiscal services for a five-year period.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING SALE OF REAL PROPERTY KNOWN
AS 6 BLACKWOOD BARNESBORO ROAD, MANTUA TOWNSHIP**

WHEREAS, Rowan College of South Jersey is the owner of certain real property being Block 198, Lot 6 on the Mantua Township Tax Map consisting of approximately 1.16 acres commonly known as 6 Blackwood Barnesboro Road, Mantua Township, New Jersey; and

WHEREAS, the Board of Trustees has determined that such property is no longer necessary for college purposes and that the sale of such property will make funds available to be utilized for college purposes; and

WHEREAS, Ferfeldt Investments, LLC, a Florida Limited Liability Company is desirous of purchasing such property in accordance with the terms and conditions set forth in the attached Purchase and Sale Agreement; and

WHEREAS, the Board of Trustees has determined that the price, terms and conditions of such agreement are commercially reasonable and to the advantage of Rowan College of South Jersey; and

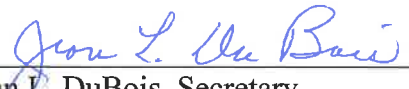
WHEREAS, the Board of Trustees is authorized to sell such property pursuant to N.J.S.A. 18A:64A-12; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey on the 10th day of December 2019 that the President or his designee are hereby authorized and directed to execute a Purchase and Sale Agreement for the property substantially consistent with the agreement attached hereto and take all actions necessary to effectuate the sale.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary



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

(3) Three Full Time New Hires:

| Title | Name | Rationale | Salary | Effective Date |
|--|-------------------|-----------------|----------------------|----------------|
| Assistant Director, Academic Support | Nicholas Shepherd | Reassignment | \$45,000.00 per year | 11/11/2019 |
| Team Coordinator IV, Student Records | Kylene Arcaini | Retirement | \$15.06 per hour | 12/23/2019 |
| *Director, Adjunct Faculty Development | Guy Davidson | New Appointment | \$53,000.00 per year | 1/6/2020 |
| *Shared Services Agreement - Cumberland Campus 50% Chargeback | | | | |

(3) Three Employee Transitions:

| Title | Name | Rationale | Salary | Effective Date |
|---|----------------|------------------------|----------------------|----------------|
| Supervisor, Purchasing Services | Mark Getsinger | Resignation | \$40,000.00 per year | 11/18/2019 |
| *Special Assistant to the President & BOT, Institutional Effectiveness / Policy | Margaret Resue | Change in Scope | \$78,000.00 per year | 10/21/2019 |
| *Director, Strategic Planning and Policy | Sandra Evans | Part-Time to Full-Time | \$53,000.00 per year | 10/21/2019 |
| *Shared Services Agreement - Cumberland Campus 10% Chargeback | | | | |

(6) Six Part-Time New Hires:

| Title | Name | Rationale | Salary | Effective Date |
|--|--------------------|-----------------|-----------------------|----------------|
| Part-Time Custodian | Timothy Jaep | New Appointment | \$10.50 per hour | 11/18/2019 |
| Part-Time Custodian | Stephanie McVeigh | Resignation | \$10.50 per hour | 12/16/2019 |
| Assistant Men's Basketball Coach - 1st Assistant | Sean Joynes | Resignation | \$5,379.00 per season | 11/18/2019 |
| Part-Time ESL Instructor | Christina Cullen | Resignation | \$25.00 per hour | 12/2/2019 |
| Part-Time Adult Basic Education Instructor | Kellie Gorski | Resignation | \$25.00 per hour | 12/9/2019 |
| Assistant Men's Basketball Coach - 2nd Assistant | Valentino Thompson | Resignation | \$2,331.00 per season | 11/18/2019 |

(1) One Director Promotion:

| Position | Name | Effective Date |
|------------------------|--------------|----------------|
| Director I, Advisement | Shawn Rutter | 12/7/2019 |

(4) Four Retirements:

| Position | Name | Effective Date |
|--|-----------------|----------------|
| Assistant Professor, Nursing and Health | Michael Keith | 7/1/2020 |
| Professor | Gayle Byrd | 7/1/2021 |
| Custodian | Janice Weil | 2/1/2020 |
| Executive Assistant, Vice-President Student Services | Loretta Anthony | 4/1/2020 |

(5) Five Resignations:

| Title | Name | Salary | Effective Date |
|---------------------------------|------------------|----------------------|----------------|
| Associate Professor, Nursing | Theresa Covello | \$65,686.63 per year | 1/10/2020 |
| Supervisor, Purchasing Services | Stephen Hoffman | \$43,117.66 per year | 11/22/2019 |
| Human Resources Assistant | Patricia Wynn | \$16.57 per hour | 12/6/2019 |
| Lead Fireman/Maintenance | Lois Passalacqua | \$42,516.94 per year | 1/3/2020 |
| Administrator, Fitness Center | Joseph Kalnas | \$43,117.66 per year | 12/17/2019 |

(1) One Market Adjustment:

| Title | Name | Salary | Effective Date |
|---|----------------|----------------------|----------------|
| Assistant Director, University Partnerships | Jannah Zubaidi | \$45,000.00 per year | 11/11/2019 |

(8) Eight Adjunct 2019-2020 New Hires:

| Name | Division |
|-----------------------|--|
| Victoria Rose Tatulli | Education, Behavioral Sciences, and Humanities |
| Caitlin Press | Nursing and Health Professions |
| Jason Colloton | Nursing and Health Professions |
| Deirdre Conroy | Nursing and Health Professions |
| Liezel- Marie Granada | Nursing and Health Professions |
| Christina Stewart | Nursing and Health Professions |
| Regina Kukola | Science, Technology, Engineering, Math |
| Maille D. Henry | Science, Technology, Engineering, Math |

25 Reappointments as listed: Attached

*Directors with over five years of service.

*Non-tenured, non-teaching faculty (12 month) with 3-5 years of service.

*Non-tenured faculty (10 month) with 3-5 years of service, with recognition of those receiving tenure.

*Revised RCSJ Resolution for CCC and RCGC Employees - Section 4 - See Attached

*NJ First Act-Exemption Report - See Attached

RCSJ - CUMBERLAND PERSONNEL ACTIONS

DATE: 12/10/2019

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

(1) One Full Time New Hires:

| Title | Name | Rationale | Salary | Effective Date |
|---|--------------|-----------------|----------------------|----------------|
| Administrative Instructor, Business Studies | Michael Laun | New Appointment | \$57,694.00 per year | 1/21/2020 |

(9) Nine Employee Transitions:

| Title | Name | Rationale | Salary | Effective Date |
|---|----------------|------------------------|----------------------|----------------|
| Senior EOF Counselor | Linda Slomin | Rescind Retirement | \$81,575.00 per year | 12/1/2019 |
| Accountant II | Tracy Butcher | Reassignment | \$46,744.00 per year | 12/1/2019 |
| Accountant I | Dina Jeffries | Reassignment | \$41,472.00 per year | 12/1/2019 |
| Finance Specialist | Darlene Rooney | Reassignment | \$19.20 per hour | 12/1/2019 |
| Director III, CASS | Jaime Connolly | Reassignment | \$67,876.00 per year | 12/1/2019 |
| Disability Support Specialist II | Marilou Weber | Title Change | \$22.52 per hour | 12/1/2019 |
| Assistant Director, Testing Services | Melissa Wright | Title Change | \$61,540.00 per year | 12/1/2019 |
| Bilingual Student Development Advisor | Gabriel Garcia | Part-Time to Full-Time | \$52,185.00 per year | 12/2/2019 |
| Special Assistant to the President, Institutional Advancement | Susan Nardelli | Change in Scope | \$72,800.00 per year | 1/1/2020 |

(5) Five Part-Time New Hires:

| Title | Reason for Vacancy | Name | Salary | Effective Date |
|--------------------------------------|------------------------------|-------------|------------------|----------------|
| Part-Time Call Center Representative | Christina Martinez-Maldonado | Replacement | \$10.00 per hour | 11/18/2019 |
| PA-Tutor | Denise Davis | Replacement | \$10.00 per hour | 11/7/2019 |
| Tutor | Adonai Martinez | Replacement | \$10.00 per hour | 11/7/2019 |
| Tutor | Anatoliy Metkyn | Replacement | \$10.00 per hour | 11/7/2019 |
| Tutor | Michael Ramos | Replacement | \$10.00 per hour | 11/19/2019 |

(1) One Retirement:

| Position | Name | Effective Date |
|---------------------------------|-----------------|----------------|
| Associate Professor Mathematics | Jennifer Haller | 7/1/2020 |

(3) Three Adjunct 2019-2020 New Hires:

| Name | Division |
|--------------------|------------|
| Lee Phillips | STEM |
| Brendan Santangelo | STEM |
| Lyne Sanders | Humanities |

Notes: Linda Slomin has requested to not retire on 1/1/2020 and has presented a letter stating she would like to rescind her retirement on 11/19/2019.



Reappointment of the following NJEA Directors with over five years of service for the 2020-21 academic year:

Jacqueline Buttler, Director II, Student Records
Dennis Cook, Director I, Special Services
Jane Crocker, Senior Director, Library
Kelly Ellis-Foultz, Director II, Financial Aid
Robert Hill, Director I, Fire Academy
Lois Lawson-Bridgell, Director II, Counseling & Wellness Center
Deborah Rabottino, Director II, Continuing Education/ACT
Andrea Stanton, Director I, College Relations, Communications and Marketing

Reappointment of the following non-tenured faculty members with tenure appointment effective as stated for the 2020-21 academic year:

| | |
|-------------------|------------|
| Stephanie Gomes | 01/05/2015 |
| Gayle Hughes | 01/25/2016 |
| Eric Jones | 09/01/2015 |
| Betty Magiuka | 09/01/2015 |
| Danielle Morganti | 09/01/2015 |
| Irena Skot | 10/14/2015 |
| Nasra Sultana | 02/08/2016 |

Reappointment of the following non-tenured faculty in their third or fourth year of service for the 2020-21 academic year:

| | |
|----------------------|------------|
| Fang-Chi Benson | 08/19/2017 |
| Stacey Callaway | 09/01/2016 |
| David Coates | 10/15/2016 |
| Jennie Cusick | 12/14/2017 |
| Carthornia Kouroupos | 09/01/2017 |
| Jocelyn Lewis | 03/19/2018 |
| Rosemary O'Dea | 09/01/2017 |
| Christine Ogin | 01/23/2017 |
| Jose Torres | 09/01/2017 |
| Andrea Vinci | 06/15/2016 |



REVISED RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES CONSENTING TO CURRENT COLLECTIVE NEGOTIATED AGREEMENTS OF ALL CUMBERLAND COUNTY COLLEGE AND ROWAN COLLEGE AT GLOUCESTER COUNTY EMPLOYEES

WHEREAS, the Jointure Agreement, dated November 12, 2018, entered into between the Board of Trustees of Cumberland County College, the Board of Chosen Freeholders of the County of Cumberland, the Board of Trustees of Rowan College at Gloucester County and the Board of Chosen Freeholders of the County of Gloucester authorized the establishment of Rowan College of South Jersey (“RCSJ”) to serve Gloucester and Cumberland Counties upon the closing of Cumberland County College (“CCC”); and

WHEREAS, on July 1, 2019 the Board of Trustees (hereinafter the “Board”) of RCSJ was established; and

WHEREAS, the Board, pursuant to the Jointure Agreement, desires to authorize, approve and consent to the CCC collective negotiated agreements; and

WHEREAS, the Board desires to authorize, approve and consent to a 1 year extension of the CCC and RCGC collective negotiated agreements; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey as follows:

1. Authorizes, approves and consents to the Faculty Association of CCC, the Administrators Association of CCC, The Federated Association of Employees, The Technical Assistants Association of CCC and the Staff Association of CCC all of which are set to expire Jun 30, 2021 (Exhibit “7C1”).
2. Authorizes, approves and consents to the RCGC Faculty Association, the RCGC Directors Association, the RCGC Administrators Association, the RCGC Technical/Academic Professional Staff Association, the RCGC Educational Association Facilities Group, the RCGC Education Association Support Staff Group and the RCGC Education Association Support Staff Group (part time) all of which are set to expire June 30, 2021 (Exhibit “7C2”)
3. Also agrees the rights of any employee of CCC hired by RCSJ pursuant to this Resolution shall be limited to employment at RCSJ’s Cumberland County Campus and such employees shall have no right to transfer to, or bump any employee employed at, RCSJ’ Gloucester County Campus.

4. The Board further agrees that RCSJ shall recognize the length of service of such former CCC employees at CCC for the purpose of pension, seniority, longevity and all other purposes, except as otherwise restricted by law or contract. Pursuant to N.J.S.A. 18A: 60-9, RCSJ shall, after such former CCC employee has been employed by RCSJ for two consecutive years of service, grant tenure to any prior tenured CCC faculty hired for the RCSJ Cumberland County Campus.

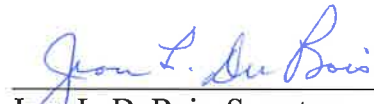
5. All resolutions, orders and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.

6. All actions heretofore taken and documents prepared or executed by or on behalf of the College by its officials and by the College's professional advisors, in connection with the foregoing resolutions, or any other action in connection with or related to the same, are hereby ratified, confirmed, approved and adopted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College at South Jersey held December 10, 2019.


Gene Concordia, Chair

Attested:


Jean L. DuBois, Secretary





STATEMENT OF FACTS:

Exemption Report for NJ First Act

BACKGROUND INFORMATION:

P.L.2011 Chapter 70 (New Jersey First Act) was signed into law on May 19, 2011. This law requires individuals to be residents of New Jersey in order to hold certain public employee positions in the State. Full or part-time members of the faculty, the research staff and the administrative staff will be exempt from the residency provision of the law if their position titles are included in an exemption report filed by Rowan College at Gloucester County with the State by November 1, 2011 and on January 1 annually thereafter. Inclusion of positions on the exemption report is based on the requirement of the position for special expertise or extraordinary qualifications in an academic, scientific, technical, professional, or medical field or in administration, which if not exempt from the residency requirement, would seriously impede the College's ability to compete successfully with higher education institutions in other states. The Vice Presidents and the President have worked with the Human Resources department to compile the exemption list to present for Board approval.

Rowan College of South Jersey

NJ First Act - Exemption List

The titles listed below require a minimum of master's level or significant technical expertise. Failure to exempt these positions would seriously impede the ability of Rowan College of South Jersey to compete successfully with similar colleges in other states.

| Title | Division | Department/Expertise |
|---|-------------------------|--|
| Adjunct Instructor | Academic Services | ALL |
| Applications and Systems Administrator | Innovation & Technology | Innovation & Technology |
| Assistant Dean, Allied Health | Academic Services | Allied Health |
| Assistant Dean, Nursing | Academic Services | Nursing and Health Professions |
| Assistant Dean, STEM | Academic Services | Science, Technology, Engineering, Math |
| Associate Dean, Curriculum | Academic Services | All academic areas |
| Assistant Director, Network & Systems Administrator | Innovation & Technology | Innovation & Technology |
| Career Counseling Advisor | Academic Services | Career & Academic Planning |
| Dean, Academic Compliance | Academic Services | All academic areas |
| Dean, Business Studies | Academic Services | Business Studies |
| Dean, Institutional Research & Grants | Academic Services | Institutional Research |
| Dean, Education, Behavioral Sciences and Humanities | Academic Services | Education, Behavioral Sciences and Humanities |
| Dean, Nursing and Health Professions | Academic Services | Nursing and Health Professions |
| Dean, STEM | Academic Services | Science, Technology, Engineering, Math |
| Executive Director, Center for College & Career Readiness | Student Services | Student Services/College & Career Readiness |
| Executive Director, Enrollment Services | Student Services | Student Services/Enrollment & Advisement |
| Executive Director, Financial Services | Operations | Accounting/Purchasing/Budgeting |
| Executive Director, Human Resources | Operations | Human Resources/Labor Relations |
| Executive Director, Network & Systems Operations | Innovation & Technology | Innovation & Technology |
| Executive Director, Program and Project Management | Innovation & Technology | Innovation & Technology |
| Executive Director, Student Affairs | Student Services | Student Services/Student Affairs |
| Full Time Faculty | Academic Services | STEM, Nursing, Business Studies, Education, Behavioral Sciences and Humanities |
| Instructor, Ford Asset Program | Academic Services | Business Studies, Automotive Technology |
| Network & System Administrator | Innovation & Technology | Innovation & Technology |
| Programmer Analyst | Innovation & Technology | Innovation & Technology |
| Senior Programmer Analyst | Innovation & Technology | Innovation & Technology |
| Special Assistant to the President, Diversity & Equity, Title IX & Compliance | President's Office | Affirmative Action/EEO |
| Special Assistant to the President, University Relations | President's Office | University Relations/Partnership Programs |
| Student Systems Specialist | Student Services | IT, Records and Admissions |
| V.P. and Chief Information Officer | President's Office | Innovation & Technology |
| V.P. and Chief Operating Officer | President's Office | Finance and Administration |
| V.P., Academic Services & Provost | President's Office | All academic areas |
| V.P., Student Services | President's Office | Registrar/Counseling/Admissions/Financial Aid |



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE AN AGREEMENT WITH THE COUNTY COLLEGE OF MORRIS FOR SCALING APPRENTICESHIPS THROUGH THE SECTOR BASED STRATEGIES PROJECT (CAREER ADVANCE USA)

WHEREAS, Rowan College of South Jersey Board of Trustees hereby certifies that permission has been granted to accept and sign the Agreement between the County College of Morris and Rowan College of South Jersey for the Scaling Apprenticeship through Sector-Based Strategies Project (Career Advance USA) ; and

WHEREAS, the period of the Agreement will begin July 15, 2019 through July 14, 2020; and


WHEREAS, this agreement is for Rowan College of South Jersey to provide direct training and/or education, and related supportive activities that prepare individuals for apprenticeships and employment in the Advanced Manufacturing sector.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution to accept and sign the Agreement between the County College of Morris and Rowan College of South Jersey in the amount of \$40,000.

ADOPTED at Rowan College of South Jersey the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary



Scaling Apprenticeship Grant
FAIN: HG-33031-19-60-A-34 (CCM)
CFDA#: 17.268-H-1B Job Training Grants
Total Grant Award: \$3,999,823
Award Date: July 15, 2019

Name of Subawardee: Rowan College of South Jersey
Official Contact Person: Dominick J. Burzichelli
Title: Vice President and CEO
Telephone: 856-415-2292
E-mail Address: DBurzichelli@rcsj.edu
Tax ID No.: 226088440
DUNS No.: 06-988-4633

**SUBRECIPIENT AGREEMENT
BETWEEN COUNTY COLLEGE OF MORRIS
AND
PARTICIPATING COLLEGES
FOR THE *SCALING APPRENTICESHIP THROUGH SECTOR
BASED STRATEGIES PROJECT (CAREERADVANCE USA)***

THIS AGREEMENT (the “Agreement”), made as of the 15th day of July, 2019, by and between COUNTY COLLEGE OF MORRIS, a body corporate of the State of New Jersey (the “CCM”), and _Rowan College of South Jersey, (the “Participating College”), collectively CCM and the Participating College shall hereinafter be known as the “Parties” to this Agreement.

WHEREAS, the Participating College has confirmed by letter its desire to collaborate with CCM as a consortium partner to create and implement strategies to encourage the goals authorized in the American Competitiveness and Workforce Improvement Act and set forth by the Department of Labor in the *Scaling Apprenticeship Through Sector Based Strategies* grant program (the “Project”), a copy of which is attached hereto and made part hereof as Exhibit A; and

WHEREAS, on October 16, 2018, CCM submitted a grant application package (the “Grant Application”) to the U.S. Department of Labor (the “DOL”), which also is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the Grant Application described the Project, provided a preliminary budget for the Project including the match requirement, described forecasted cash needs for the first year of the Project, provided a detailed narrative describing the roles of the participants in the Project and included a budget narrative for the Project; and

WHEREAS, on July 15, 2019, the DOL notified CCM that the Grant Application had been approved for funding in the amount of \$3,999,823 pursuant to the statutory authority described in the July 15, 2019 letter. Additionally, the DOL enclosed an award document bearing Agreement Number HG-33031-19-60-A-34, which provided Terms and Conditions governing this Project, with a Period of

Performance that shall be from July 15, 2019 through July 14, 2023. In response to a DOL request for an updated timeline, CCM responded with appropriate date changes to the Statement of Work. These documents are attached hereto and incorporated herein as Exhibit B. Collectively, Exhibit A, Exhibit B, and Exhibit C shall be known as the “Grant Award Documents;”

NOW, THEREFORE, in consideration of the mutual promises and obligations contained herein, and for other good and valuable consideration, CCM and the Participating College agree as follows:

1. **Legal Authority.** The Parties to this Agreement, both being institutions subject to the County College Contracts Law N.J.S.A. 18A:64A-25.1 are empowered to enter into agreements with one another pursuant to the authority granted by N.J.S.A. 18A:64A-25.5(b).
2. **Term.** The Term of this Agreement shall begin on July 15, 2019. This Agreement shall end on the one-year anniversary of the execution date, unless the Term is extended pursuant to a written agreement signed by the Parties that either renews or extends this Agreement. Up to three annual renewal or extensions of this Agreement may be agreed to by the Parties, for a total Project period of four years, contingent upon the following: satisfactory performance by the Participating College, the availability of funds, and the continuing award of funds by the DOL being in the best interest of the U.S. Government.
3. **Purpose.** The purpose of this Agreement is to set forth the responsibilities and obligations of CCM and the Participating College in connection with the Project described in the Grant Award Documents.
4. **Payment.** The Participating College shall receive payment for allowed costs from CCM based on the reimbursement requests it has submitted during the Term of this Agreement, as described in the Budget and Match Narrative and Project Narrative attached as part of the Grant Award Documents, as same may be amended from time to time, and as more specifically detailed in Addendum B attached hereto and made a part hereof. Any payment by CCM to the Participating College in connection with the Project shall be subject to the requirements and limitations of the Grant Award Documents, as well as the terms, conditions and limitations set forth herein.
5. **Participation.** As a participating member of *CareerAdvance USA*, the Participating College is expected to perform the tasks described in the Grant Award Documents as one of the eight participating higher education institutions specifically named therein as cooperating with CCM, and as more specifically detailed in Addendum A attached hereto and made a part hereof.
6. **Responsibilities of Participating College.** The Participating College shall:
 - a. Provide direct training and/or education, and related supportive activities that prepare individuals for apprenticeships and employment in the advanced manufacturing sector as described in the Grant Award Documents and Addendum A, as same may be amended from time to time. The Participating College will work cooperatively with all other participating colleges and grant partners to achieve the overall goals, objectives and deliverables as defined

in the Grant Award Documents and as further specified in its individual Scope of Work and work-plan.

- b. Document activities, outputs and outcomes based on pre-established uniform data collection guidelines for monitoring program performance. In requested, the Participating College must participate directly in a federally sponsored implementation, systems and outcome evaluation. It is possible that the Participating College may be required to participate in a federally sponsored impact evaluation that may include a rigorous evaluation design using random assignment of individuals, groups or organizations to new demonstration services or existing services; if selected, the Participating College must cooperate with, and participate in, requested elements of the national evaluation. The Participating College shall provide documentation of all activities, costs and expenses at the request of CCM as may become necessary from time to time.
- c. Comply with all program requirements set forth in the Funding Opportunity Announcement (No. FOA-ETA-18-08), Grant Award Notice, and Standard Terms and Conditions. Further, the Participating College shall comply with all relevant Federal policies, such as the authorizing legislation, Code of Federal Regulations, OMB Circulars, and the applicable funding restrictions given in Section 2005(a) of the Social Security Act (42 U.S.C. §1397d(a)).
- d. Submit for review and approval by CCM and if required, the DOL any clarifications or revisions to the work-plan or budget that are necessary to address comments raised during or pursuant to any audit done by or at the direction of CCM or the DOL. The Participating College will also provide documentation of its plan implementation to CCM upon request so that CCM may monitor the Project.
- e. Complete all activities and tasks in accordance with the Statement of Work, any finalized work-plan and budget, unless otherwise directed by CCM. Any subsequent revisions to the work-plan or budget must be submitted to CCM for review and approval. In the event revisions are of a magnitude that require DOL approval, CCM will submit to DOL appropriate documentation to support the request.
- f. Collaborate with CCM and other participating colleges that comprise the *CareerAdvance USA* consortium by participating in any required consultations, meetings, briefings, teleconferences, site visits and other forums to review current and planned activities, to share information, and to promote state wide coordination. The issues to be addressed may include program implementation, financial management, and program evaluation. CCM may designate other organizations, to host or participate in those communications.
- g. Employ all personnel as set forth in the Participating College's budget outline. Any changes to personnel shall be pre-approved by CCM and DOL, if necessary.
- h. Keep CCM informed of activities in which the Participating College may be involved outside of this Agreement that have a bearing on the Project; judgment may be exercised in protecting proprietary interests or pending proposals of the Participating College.

- i. Transfer any curriculum, software, data or program information created as a part of this project to the DOL or an organization designated by the DOL upon audit or close-out as set forth in 29 CFR 95.70 – 95.73.
 - j. Ensure that data systems, resources, facilities or equipment necessary to provide information required for program monitoring and evaluation are available in a timely manner. Data will be provided in the format and schedule as directed by CCM and required by the DOL.
 - k. Ensure the integrity of the research design and quality of products.
 - l. Cooperate as required by CCM to specify certain aspects of the Project or evaluation design in more detail than is found in the Grant Award Documents.
 - m. Attend as required, any conference or meetings, including meetings pursuant to the *CareerAdvance USA* requirements as established by the DOL in the Funding Opportunity Notice and Grant Award Documents.
 - n. Submit progress reports and financial status reports as required by CCM within defined time frames to ensure that CCM meets the reporting deadlines imposed by the DOL. CCM may change or modify the type and frequency of program progress reports or performance data to be submitted based upon requirements imposed by DOL.
 - o. Submit properly signed and authorized reimbursement requests in accordance with the remittance schedule established by CCM. The Participating College shall use the provided Reimbursement Request Form and will provide all appropriate supporting documentation.
 - p. The designated contact person(s) for the Participating College are set forth in Addendum C.
7. **Responsibilities of CCM.** CCM shall:
- a. Collaborate with the Participating College and the other Project Consortium members to provide training, education and related activities to prepare individuals for apprenticeships and employment in the advanced manufacturing sector consistent with the Grant Award Documents.
 - b. Work with the DOL and other federal offices to obtain any required interpretations of program requirements and relevant Federal policy. CCM shall disseminate the interpretations in a timely manner.
 - c. Keep the Participating College informed regarding expectations for performance and current DOL policy.
 - d. Forward all required financial reporting information of the Participating College for this Project to the DOL as required by the Grant Award Documents.
 - e. When necessary, include the Participating College in conference calls or meetings as necessary for the execution and completion of this Project.

- f. Provide the Participating College with uniform data collection instruments and guidelines that are to be supplied to CCM by DOL for use by the Participating College as necessary.
- g. Work with the Participating College on a schedule for submitting reimbursement requests and a plan for processing requests in a timely manner.
- h. Provide a detailed schedule of report due dates and payment request due dates immediately upon notification of such deadlines by the DOL.
- i. The designated contact person(s) at CCM are set forth below:

The person responsible for monitoring the grant and providing fiscal and programmatic assistance for the Project is:

Dr. Katrina Bell
Director of Institutional Grants
County College of Morris
Henderson Hall, Room 210
214 Center Grove Rd.
Randolph, NJ 07869
973-328-5064
kbell@ccm.edu

The individual responsible for providing assistance with the programmatic aspects of the Project is:

Patrick Enright
Vice President of Professional Studies and Applied Sciences
County College of Morris
Henderson Hall, Room 203
214 Center Grove Rd.
Randolph, NJ 07869
973-328-5701
penright@ccm.edu

The individual responsible for providing assistance with the business and financial aspects of the Project is:

George Faro
Grant Accountant
Henderson Hall, Room 210
214 Center Grove Rd.
Randolph, NJ 07869
973-328-5129
gfar@ccm.edu

8. Additional Requirements. This Agreement is further subject to the following terms and conditions:

- a. The requirements set forth in or referred to in the Grant Award Documents and attached hereto as Exhibits A and B.
- b. The collaborative requirements and responsibilities set forth in the program announcement under the Funding Opportunity Announcement, FOA-ETA-18-08, and are hereby incorporated by reference as special terms and conditions of this Agreement.
- c. Compliance with the procurement standards found at 29 CFR 95.40 through 95.48 as applicable as well as the procurement requirements of the County College Contracts Law, N.J.S.A. 18A:64A-25.1, et seq. Additionally, the Participating College shall utilize its internal procurement standards and policies.
- d. Compliance with the Federal Contract Provisions set forth in Exhibit C.
- e. Compliance with 2 CFR 200 and 2 CFR 2900 pertaining to federal grant management and exceptions.
- f. Audit Requirements: The Single Audit Act Amendments of 1996 (31 U.S.C. 7501-7507) combined the audit requirements for all entities under one Act. An audit is required for all entities that expend \$500,000 or more of Federal funds in each fiscal year. Annual audits under this Project are also subject to the requirements set forth in 29 CFR Parts 96 and 99. The audits are due within 30 days of receipt from the auditor or within 9 months of the end of the fiscal year, whichever occurs first. The audit report, will be completed and submitted by CCM in accordance with the Federal requirements as set forth by the DOL and published at www.doleta.gov/grants. The Participating College shall provide CCM with all information related to its implementation of the Project necessary for CCM to complete a timely and accurate submission.
- g. Reimbursements will be made from CCM to the Participating College for allowable costs only as permitted by the Grant Award Documents attached hereto as Exhibits A, B and C. CCM shall not be required to reimburse the Participating College for any allowable cost until CCM has received funding from the DOL to provide said reimbursement.
- h. Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.
- i. Matters concerning the request or negotiation of any changes in the terms, conditions, or amount of this Agreement should be directed, in writing, to Dr. Katrina Bell, Director of Institutional Grants, County College of Morris, and 214 Center Grove Rd. Randolph, NJ 07869. Any changes to this Agreement require the written approval of each party's Authorized Official and may require the prior approval of the DOL.

9. **Termination.** CCM may terminate this Agreement, upon forty-five (45) days written notice to the Participating College, for failure to perform any of its obligations, in whole or in part, under this Agreement, any subsequent renewals and the Grant Award Documents, with such failure to be determined by CCM in its sole discretion. If CCM determines, in its sole discretion, that the

Participating College has cured the failures for which this Agreement is being terminated prior to the termination date, CCM will not terminate this Agreement. In the event of termination, CCM shall only be responsible to reimburse the Participating College for allowable costs up to the date of termination, provided that the Participating College submits a timely request for reimbursement within forty-five (45) days of termination. The Participating College shall provide all invoices and Project documentation for all of its enrolled students as required under this Agreement and the Grant Award Documents. Nothing herein shall prohibit CCM from pursuing any remedies available to it based on any failure by the Participating College to perform its obligations under this Agreement, any subsequent renewals and the Grant Award Documents.

10. **Disputes.** If there is a dispute concerning either party's performance under this Agreement, the Parties shall attempt in good faith to resolve the dispute in an amicable manner between them.

11. **Governing Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New Jersey.

12. **Compliance with Laws.** The Parties shall continue to operate in compliance with all of the provisions federal law and the laws of the State of New Jersey.

13. **Entire Agreement.** This Agreement constitutes the entire agreement among the Parties regarding the subject matter hereof and can only be amended or supplemented in a properly executed written agreement.

14. **Assignment of Rights under Agreement.** Neither party shall assign, sell, transfer or otherwise vest in any person any of its rights or obligations under this Agreement.

15. **Representations of the Parties to Each Other.** Each Party hereby represents to other Party as follows:

(a) The Party is a public body corporate and politic of the State of New Jersey duly organized and validly existing in good standing and is duly qualified to transact business so as to enable the Party to perform its obligations as provided in this Agreement. The execution of this Agreement, and the performance of all obligations as provided in this Agreement have been authorized by all required action of the governing body of the Party, all as required by the charter, by-laws and applicable law that regulate the conduct of the Party's affairs, does not require any consent, approval or referendum of voters. The execution of this Agreement and the performance of all obligations set forth herein do not conflict with and do not constitute a breach of or event of default under any charter of the Party or any agreement, indenture, mortgage, contract, instrument to which the Party bound so that, upon execution hereof and upon satisfaction of the conditions herein contained, this Agreement shall constitute a valid and legally binding obligation of the Party, enforceable against the Party in accordance with its terms.

(b) There is no action, suit or proceeding, at law or in equity, before or by any court or similar governmental body against the Party wherein an unfavorable decision, ruling or finding would materially adversely affect the performance by Party of its obligations hereunder or the other transactions contemplated hereby, or which, in any way, would materially adversely affect the validity

or enforceability of this Agreement, or any other agreement or instrument entered into by the Party in connection with the transaction contemplated hereby.

(c) None of the Party's principals are debarred, suspended, proposed for debarment or declared ineligible by and Federal and/or state agency.

16. **Relationship of the Parties to Each Other.** Except as otherwise explicitly provided herein, no party to this Agreement shall have any responsibility whatsoever with respect to services that are to be provided or contractual obligations that are to be assumed by any other party and nothing in this Agreement shall be deemed to constitute any party a partner, joint venture participant, agent or legal representative of any other party or to create any fiduciary relationship between or among the parties.

17. **Waiver.** The waiver by either party of a default or of a breach of any provision of this Agreement by the other party shall not operate or be construed to operate as a waiver of any subsequent default or breach. The making or the acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.

18. **Headings.** The captions and headings in this Agreement are for convenience and ease of reference only and in no way define, limit or describe the scope or intent of this Agreement and such headings do not in any way constitute a part of this Agreement.

19. **Severability.** In the event that any provision of this Agreement shall, if for any reason, be determined to be invalid, illegal, or unenforceable in any respect by any court of competent jurisdiction the parties hereto shall negotiate in good faith and agree to such amendments, modifications or supplements of or to this Agreement or to such other appropriate actions as shall, to the maximum extent practicable in light of such determination, implement and give effect to the intentions of the parties as reflected herein. Notwithstanding such determination, such determination shall not invalidate or render any other provision hereof unenforceable.

20. **Debarment and Suspension.** The Subcontractor certifies that neither it nor its principals are debarred, suspended, or declared ineligible from participating in this agreement by any Federal and/or state agency.

21. **Liability of Officers and Employees.** Except to the extent provided by Applicable Law, no official, trustee, officer, agent, representative or employee of either party shall be charged personally by the other party or held contractually liable thereto under any term or provision of this Agreement, because of either party's execution or attempted execution or because of any breach or alleged breach thereof; provided however, that all persons remain responsible for any of their own criminal or fraudulent actions.

22. **Merger Clause.** This Agreement constitutes the entire agreement and understanding of the parties with respect to all matters addressed or referred to herein and supersedes all prior and contemporaneous agreements and understandings, representations and warranties, whether oral or written, relating to such matters.

23. **Counterparts.** This Agreement may be executed in any number of counterparts with the same effect as if the signature and seals thereto and hereto were upon the same instrument.

IN WITNESS WHEREOF, County College of Morris and the Participating College agree to the terms and conditions, scope of work and budget for this Agreement.

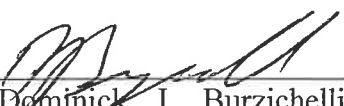
| | |
|---|---|
| <p>By Authorized Official County College of Morris:</p> <hr/> <p>Anthony Iacono, Ph.D., President</p> <p>Date</p> | <p>By Authorized Official</p>  <hr/> <p>Dominick J. Burzichelli, VP and Chief Operating Officer</p> <p>Date</p> |
|---|---|

EXHIBIT A

**Grant Application and
Participating College Letter of Commitment**

Exhibit B

Grant Award Notification

Exhibit C

Governing Federal Contracting Statutes

All contracts, awarded by a recipient including small purchases, shall contain the following provisions as applicable:

1. *Equal Employment Opportunity* – All contracts shall contain a provision requiring compliance with E.O. 11246. “Equal Employment Opportunity,” as amended by E.O. 13672, “Further Amendments to Executive Order 11478 Equal Employment Opportunity in the Federal Government and Executive Order 11246 Equal Employment Opportunity,” and as supplemented by regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

2. *Copeland “Anti-Kickback” Act (18 U.S.C. 874 and 40 U.S.C. 276c)* – All contracts and subgrants in excess of \$2,000 for construction or repair awarded by recipients and subrecipients shall include a provision for compliance with the Copeland “Anti-Kickback” Act (18 U.S.C. §874), as supplemented by the Department of Labor regulations (29 CFR part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which one is otherwise entitled. The Recipient shall report all suspected or reported violations to the Federal awarding agency.

3. *Davis-Bacon Act, as amended (40 U.S.C. 276a to a-7)* – When required by Federal program legislation, all construction contracts awarded by the recipients and subrecipients of more than \$2000 shall include a provision for compliance with the Davis-Bacon Act (40 U.S.C. §276a to a-7) and as supplemented by the Department of Labor regulations (29 CFR part 5, “Labor Standards Provisions Applicable to Contracts Governing Federally Financed and Assisted Construction”). Under this Act, contractors shall be required to pay wages to laborers and mechanics at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. In addition, contractors shall be required to pay wages not less than once a week. The recipient shall place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation and the award of a contract shall be conditioned upon the acceptance of the wage determination. The recipient shall report all suspected or reported violations to the Federal awarding agency.

4. *Contract Work Hours and Safety Standards Act (40 U.S.C. §327-333)* – Where applicable, all contracts awarded by recipients in excess of \$2,000 for construction contracts and in excess of \$2,500 for other contracts that involve the employment of mechanics or laborers shall include a provision for compliance with sections 102 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. §327-333), as supplemented by the Department of Labor (29 CFR part 5). Under section 102 of the Act, each contractor shall be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in the work week. Section 107 of the Act is applicable to construction work and provides that no laborers or mechanic shall be

required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

5. *Rights to Inventions Made Under a Contract or Agreement* – Contracts or agreements for the performance of experimental, developmental or research work shall provide for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR Part 401, “Rights to Inventions made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

6. *Clean Air Act (42 U.S.C. §7401 et seq.) and the Federal Water Pollution Control Act (33 U.S.C. §1251 et seq.)*, as amended – Contracts and subgrants of amounts in excess of \$100,000 shall contain a provision that requires the recipient to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. §7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. §1251 et seq.). Violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

7. *Byrd Anti-Lobbying Amendments (31 U.S.C. §1352)* – Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence any officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. §1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient. See 29 CFR part 98.

Addendum A

Scope of Work for Participating College

Rowan College of South Jersey (RCSJ) will contribute to the implementation of the *CareerAdvance USA* project as a Partnering College. In addition to responsibilities outlined in the subcontract, the outcomes include:

| | Consortium 4-Years | RCSJ 4-Years | | Consortium Year 1 | RCSJ Year 1 |
|---|-----------------------|-----------------|--|----------------------|----------------|
| Per Apprentice Served | 1600 | 147 | | 200 | 18 |
| Total Apprentices hired by employer and enrolled in apprenticeship program (85% of total served) | 1360 | 125 | | 170 | 15 |
| Total Apprentices who complete (80% of hired and enrolled) | 1088 | 100 | | 136 | 12 |
| Total who complete with degree or other credential (90% of completers) | 979 | 90 | | 122 | 11 |
| Total Unemployed and underemployed apprentices who complete and maintain employment (68% of completers) | 736 | 68 | | 92 | 8 |
| Incumbent workers who complete and advance (23.8% of completers) | 259 | 24 | | 32 | 3 |

Addendum B

Program Budget for Participating College

Addendum C

Partner Contact List

Rowan College of South Jersey RCSJ Career Advance USA Subgrant Contact information

Authorized Official

Name: Dominick J. Burzichelli
Title: Vice President and Chief Operating Officer
Address: 1400 Tanyard Rd. Sewell, New Jersey 08080
Telephone: 856.415.2292
Fax: 856. 468.1983
Email: DBurzichelli@rcsj.edu

Grant Administrative Contact

Name: David Stump
Title: Director, Grant Development and Management
Address: Rowan College of South Jersey
1400 Tanyard Rd. Sewell, New Jersey 08080
Telephone: 856-691- 8600, 1359
Email: dstump@cc.rcsj.edu

Project Director or Coordinator

Name: Brigette Satchell
Title: Special Assistant to the President- Workforce Development
Address: Rowan College of South Jersey
1400 Tanyard Rd. Sewell, New Jersey 08080
Telephone: 856.681.6226
Fax: 856.415.7974
Email: bsatchel@rcsj.edu

Financial Contact

Name: Steve Awalt
Title: Senior Accountant
Address: Rowan College of South Jersey
1400 Tanyard Rd. Sewell, New Jersey 08080
Telephone: 856-415.2274
Fax: 856.464.9668
Email: sawalt@rcsj.edu

College: Rowan College at Gloucester County

Number of Apprentices to Be Served: 100

= # of
apprentices X

Total Budget 1600 \$1750

| | Year 1 | | | Year 2 | | | Year 3 | | | Year 4 | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | Federal Grant | Match | Total Yr 1 | Federal Grant | Match | Total Yr 2 | Federal Grant | Match | Total Yr 3 | Federal Grant | Match | Total Yr 4 |
| Personnel | | | | | | | | | | | | |
| Site Director(5% Satchell | 5,114.00 | | 5,114.00 | 5,114.00 | | 5,114.00 | 5,114.00 | | 5,114.00 | 5,114.00 | | 5,114.00 |
| Business Development Mgr | 10,000.00 | | 10,000.00 | 10,000.00 | | 10,000.00 | 10,000.00 | | 10,000.00 | 10,000.00 | | 10,000.00 |
| Instructor | 11,250.00 | | 11,250.00 | 11,250.00 | | 11,250.00 | 11,250.00 | | 11,250.00 | 11,250.00 | | 11,250.00 |
| Other | | | | | | | | | | | | |
| Total Personnel | 26,364.00 | | 26,364.00 | 26,364.00 | | 26,364.00 | 26,364.00 | | 26,364.00 | 26,364.00 | | 26,364.00 |
| Fringe Benefits | 1,199.00 | | 1,199.00 | 1,199.00 | | 1,199.00 | 1,199.00 | | 1,199.00 | 1,199.00 | | 1,199.00 |
| Travel | | | | | | | | | | | | |
| Equipment | 5,000.00 | | 5,000.00 | 5,000.00 | | 5,000.00 | 5,000.00 | | 5,000.00 | 5,000.00 | | 5,000.00 |
| Supplies | 7,437.00 | | 7,437.00 | 7,437.00 | | 7,437.00 | 7,437.00 | | 7,437.00 | 7,437.00 | | 7,437.00 |
| Other: Classroom & Lab use | | 14,000.00 | 14,000.00 | | 14,000.00 | 14,000.00 | | 14,000.00 | 14,000.00 | | 14,000.00 | 14,000.00 |
| Total Direct Costs | 40,000.00 | 14,000.00 | 54,000.00 | 40,000.00 | 14,000.00 | 54,000.00 | 40,000.00 | 14,000.00 | 54,000.00 | 40,000.00 | 14,000.00 | 54,000.00 |
| Indirect Costs: Specify rate and basis | | | | | | | | | | | | |
| Total By Year | 40,000.00 | | | 40,000.00 | | | 40,000.00 | | | 40,000.00 | | |



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE APPLICATION FOR AMENDMENT TO THE CARL D. PERKINS CAREER AND TECHNICAL EDUCATION POSTSECONDARY GRANT FROM THE NEW JERSEY DEPARTMENT OF EDUCATION TO ROWAN COLLEGE OF SOUTH JERSEY GLOUCESTER CAMPUS FOR THE PERIOD OF JULY 1, 2019, TO JUNE 30, 2020.

WHEREAS, Academic Services has a need to amend the application to the New Jersey Department of Education, Carl D. Perkins Career and Technical Education Postsecondary Grant program; and

WHEREAS, authorization to apply and accept funding in the amount of \$275,750 for the period of July 1, 2019, to June 30, 2020 was granted on April 9, 2019; and

WHEREAS, the amendment will increase the award amount by \$24,117 for revised amount of \$299,867; and

WHEREAS, the amendment will require reallocations in excess of ten percent of the total approved budget award; and

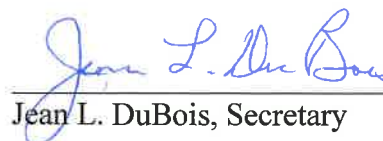
WHEREAS, funds will be utilized to develop more fully the academic, career and technical skills of postsecondary students enrolled in approved career and technical education programs; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the approval of the resolution for Academic Services to apply and upon award, amend funding from the New Jersey Department of Education, Carl D. Perkins Career and Technical Education Postsecondary grant to the Gloucester campus for the period of July 1, 2019, to June 30, 2020, by the amount of \$24,117 and reallocate the award in excess of ten percent of the total approved budget award.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held December 10, 2019.


Gene J. Concordia, Chairperson

Attested:


Jean L. DuBois, Secretary





State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500


PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

LAMONT O. REPOLLET, ED.D.
Commissioner

October 25, 2019

TO: Dr. Frederick Keating, President
Rowan College at Gloucester County

FROM: Linda P Eno, Ed. D 
Assistant Commissioner
Division of Academics and Performance

SUBJECT: Additional FY 2020 Postsecondary Perkins Grant Allocation

I am pleased to inform you that your college is eligible to receive additional Perkins grant funds as part of your current FY 2020 Postsecondary Perkins application. The New Jersey postsecondary vocational districts have decided not to apply or were ineligible for the Perkins funds, which were originally allocated to them by the state formula. These funds are being reallocated to your college based on economically disadvantaged students enrolled in Perkins eligible programs.

The following amount will be added to your current allocation: **\$2,613**. Your current Perkins application has received final approval; therefore, you must budget for the additional funds through the Amendment process on the EWEG system. Note: The completed amendment application must be submitted no later than **December 1, 2020**.

These funds must be used for currently approved career and technical education programs only. Additionally, funds must be obligated by June 30, 2020, with expenditures liquidated by September 30, 2020.

If you have any questions, please contact your state Perkins program officer. Thank you for your ongoing support of career and technical education.

LE/KW

c: Linda P. Eno
Kari Wudarski
Glenn Forney
Sharon Fleming
Cristin Henry
Perkins Program Officer
Linda Lam
Aaron R. Fichtner
Perkins Project Director



State of New Jersey
DEPARTMENT OF EDUCATION
PO Box 500
TRENTON, NJ 08625-0500

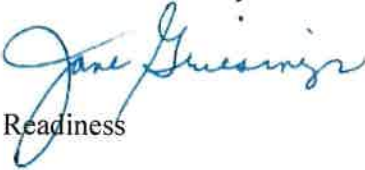
PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

LAMONT O. REPOLLET, Ed.D.
Commissioner

April 12, 2019

To: Dr. Frederick Keating
President
Rowan College at Gloucester County

From: Jane Griesinger 
Director
Office of Career Readiness

Subject: Preliminary FY 2020 Perkins Postsecondary Grant Allocations
Strengthening Career and Technical Education for the 21st Century Act
U.S. Department of Education, CFDA # 84.048A, V048A190030

The purpose of this memorandum is to provide your preliminary FY 2020 Perkins Postsecondary Federal Grant allocation. As you are aware, the *Strengthening Career and Technical Education for the 21st Century Act* (the Act), provides funds to states for distribution to eligible institutions with career and technical education (CTE) programs meeting the requirements of Sections 134 and 135 of the Act. The allocation amount is the preliminary allocation available for your institution to use, through the Perkins Postsecondary Grant application process, to support eligible CTE programs during FY 2020.

Procurement of Goods and Services

- Procurements to be reimbursed with FY 2020 Perkins Postsecondary Grant funds may not be obligated before the beginning of the project period, July 1, 2019 or after June 30, 2020, the end of the project period.
- Any funds not obligated by June 30, 2020, will no longer be available to your institution. For more information, please see the Perkins Guidelines.

Your institution's FY 2020 Preliminary Perkins Postsecondary allocation is below:

| | |
|--------------------------|-------------|
| County Code: | 15 |
| Institution Code: | 7135 |

| | |
|---|------------------|
| Period of Performance (Obligation Period): 07/01/2019 – 06/30/2020 | |
| Total Federal Award Allocated to the State of New Jersey: | \$25,420,176 |
| Total Federal Award Allocated to Postsecondary Institutions: | \$9,988,574 |
| Institution Allocation Amount: | \$297,254 |

An institution is eligible to apply for funds allocated according to the formula established in Section 132 of the Act. To be eligible to submit a Perkins Grant application, the institution must have:

- submitted a five-year plan;
- at least one Perkins eligible career and technical education program;
- submitted program enrollment data using VEDS for 2016-2017; and
- a gross allocation exceeding \$50,000.

As noted in the March 18, 2019 memo, the application release due date for Phase I of the FY 2020 Perkins Postsecondary Grant application is **May 1, 2019**. The application can be accessed through [NJDOE Homeroom](#) or by accessing the [EWEG](#).

The FY 2020 Perkins Grant Guidelines, as well as other [Perkins Grant Information](#) are available on our Department website. If you or your staff have questions regarding the Perkins Grant application process, please contact your Perkins Program Officer.

JG/KW

c: Linda Eno
Jane Griesinger
Sharon Fleming
Kari Wudarski
Linda Lam
Aaron R. Fichtner
Office of Grants Management
Perkins Program Officers
Perkins Project Directors



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO GRANT APPROVAL TO APPLY FOR AND ACCEPT FUNDING FROM THE CORNING FOUNDATION GRANT PROGRAM AND TO EXECUTE A CONTRACT BETWEEN RCSJ – CUMBERLAND AND THE MILLVILLE LAKESIDE MIDDLE SCHOOL GIRLS STEAM PROGRAM

WHEREAS, The New Jersey Office of the Secretary of Higher Education requires Board of Trustees approval for the Rowan College of South Jersey (RCSJ) - Cumberland Campus to apply and accept these funds; and

WHEREAS, The New Jersey Office of the Secretary of Higher Education requires the Board of Trustees to grant permission to RCSJ - Cumberland Campus to accept these funds for the Fiscal Year starting on October 7, 2019, and ending on June 30, 2020; and

WHEREAS, The New Jersey Office of the Secretary of Higher Education requires the Board of Trustees to grant permission to RCSJ - Cumberland Campus to utilize these funds per the proposed activities for the Millville Lakeside Middle School Girls STEAM Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of December 2019, that permission is granted to the Rowan College of South Jersey – Cumberland Campus to apply and accept awarded funding from the Corning Foundation Grant Program in the amount of \$10,000, and to execute a contract for the Millville Lakeside Middle School Girls STEAM Program activities.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, December 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ACCEPT ADDITIONAL FUNDS FROM THE CARL D. PERKINS CAREER & TECHNICAL EDUCATION ACT GRANT PROGRAM ADMINISTERED BY THE N.J. DEPARTMENT OF EDUCATION FOR THE RCSJ-CUMBERLAND CAMPUS.

WHEREAS, The New Jersey Office of the Secretary of Higher Education requires Board of Trustees approval for the Rowan College of South Jersey (RCSJ) - Cumberland to apply for and accept these funds; and

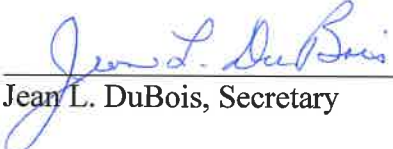
WHEREAS, The New Jersey Office of the Secretary of Higher Education requires the Board of Trustees to grant permission to the RCSJ - Cumberland Campus to accept these funds for the Fiscal Year starting on July 1, 2019, and ending on June 30, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 10th day of December, 2019, that permission is granted to the Rowan College of South Jersey - Cumberland to accept these additional funds in the amount of \$2,907 under the existing contract for Carl D. Perkins Career and Technical Education Act of 2006 Grant for the Fiscal Year starting on July 1, 2019, and ending on June 30, 2020.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, Dec. 10, 2019.


Gene J. Concordia, Chair

Attested:


Jean L. DuBois, Secretary





**RESOLUTION AUTHORIZING A CLOSED SESSION
OF THE BOARD OF TRUSTEES
OF ROWAN COLLEGE OF SOUTH JERSEY**

WHEREAS, the Open Public Meetings Act of the State of New Jersey allows closed sessions for the purpose of discussing personnel matters, anticipated litigation, negotiations, and purchase of real property;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey, County of Gloucester and State of New Jersey, as follows:

1. That in accordance with Section 7B7, and 7b8, of the Open Public Meetings Act of the State of New Jersey, a closed session will be held at this meeting to discuss personnel matters, anticipated litigation, negotiations, and purchase of real property: and
2. The results of the discussion may be disclosed to the public at such time or at such other time deemed proper by the Board of Trustees.

ADOPTED at a meeting of the Board of Trustees of Rowan College of South Jersey held January 14, 2020.



Gene Concordia, Chair

Attested:



Jean L. DuBois, Secretary

