



Rowan College
of SOUTH JERSEY
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES

March 8, 2022

Prior to the official start of the meeting, Mr. Chris Gibson, Esq. swore in Jennica Bileci as a Gloucester County, State of NJ Governor's appointment, and Robert Bumpus as a Cumberland County, Executive County Superintendent of Schools appointment, to both serve as members of the Rowan College of South Jersey Board of Trustees.

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:09 p.m., held via internet conferencing technology.

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 December 23, 2021, to *The South Jersey Times*, and *The Daily Journal*, the Gloucester and Cumberland County Commissioner Directors, Education Liaisons, Administrators, and both campus college communities."

Meg Resue led the Pledge of Allegiance.

Roll call followed by Meg Resue:

Members Present:

Ms. Lita Abele
Ms. Ave' Altersitz
Ms. Jennica Bileci
Mr. Bob Bumpus
Mr. Gene Concordia
Mr. Len Daws
Rev. Dr. James Dunkins
Ms. Yolanda Garcia Balicki, Esq.
Ms. Ruby Love (Lv. Approx. 7pm)
Mr. Ken Mecouch
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Mr. Benjamin Griffith

Advisors Present:

Mr. Chris Gibson, Esq.

Chair Gene Concordia welcomed and congratulated the new members of the Board of Trustees, Jennica Bileci and Bob Bumpus. The Chair acknowledged and welcomed Cumberland County Commissioner Director Barber and Commissioner Albrecht, and Gloucester County Commissioner Barnes, as well as everyone present for the meeting.

GENERAL PUBLIC COMMENT

Chair Concordia opened the floor for public comment and introduced our first speaker, Mr. Robert De Santo, Esq., Chair of the Cumberland County Campus Educational (CCCE) Foundation. Mr. De Santo informed the Board of Trustees that he had several Foundation Board members present with him and proceeded with the Board of the CCCE Foundation's

comments in response to the proposed Rowan College of South Jersey Memorandum of Understanding. He provided a brief historical perspective of the Foundation under its prior relationship with Cumberland County College and the subsequent relationship post-merger with Rowan College at Gloucester County as Rowan College of South Jersey. The latter relationship has caused concern among the CCCE Foundation members and Mr. De Santo went on to state the areas of concern and position of the Foundation. The Board of Trustees Chair, Gene Concordia inquired if Mr. De Santo would be sending his comments to Dr. Keating. Mr. De Santo indicated that he would send the CCCE Foundation's letter summarizing his commentary to the Special Assistant to the President and Board of Trustees the next day. At the end of Mr. De Santo's presentation to the Board, Chair Concordia thanked Mr. De Santo.

Chair Concordia then introduced Mr. John Ryder, RCSJ Director of Military Services. Mr. Ryder informed the Trustees that RCSJ was named among VIQTORY's G.I. Jobs Magazine list of top ten Military Friendly Schools for 2022-2023. Out of the 1,800 2-year colleges and 4-year universities taking part from across the United States, our College ranked #3 within its category for best practices, its outcomes, and effective programs in support of our student-veterans. Mr. Ryder thanked the Board of Trustees, Dr. Keating, and College staff for their continued support of the College's Military Services program. Chair Concordia, the Board Members, and Dr. Keating thanked him for a job well done.

There were no further public comments for the evening.

PRESIDENT'S REPORT

Dr. Keating began his PowerPoint presentation on the budget. Dr. Keating began by indicating the College's budget had been vetted internally with administration, as well as publicly by providing presentations to the college community inclusive of both campuses. He clearly expressed that the last two years have been most difficult for colleges and universities across the nation. Dr. Keating proceeded to go through slide deck presenting the budget across both campus locations (document attached).

ACCEPTANCE OF MINUTES

The February 8, 2022 Regular Session Meeting minutes were approved as published.

FINANCE

Mr. Nick Burzichelli, VP & COO presented and reviewed the informational financial statements and the budget resolutions as listed below. He asked for any questions following Dr. Keating's presentation of the information – none were received.

Informational Item: Combined RCSJ Financial Statements (inclusive of separate campus statements) for the months ending January 31, 2022. (attached)

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, unanimously approving the following item as listed 1 through 8: (documents attached)

1. FY2022 RCSJ-Gloucester Revised Operating Budget
2. FY2022 RCSJ-Cumberland Revised Operating Budget
3. FY2023 RCSJ-Gloucester Operating Budget
4. FY2023 RCSJ-Cumberland Operating Budget

5. FY2023 RCSJ-Gloucester Tuition & Fee Schedule
6. FY2023 RCSJ-Cumberland Tuition & Fee Schedule
7. FY2023 RCSJ-Gloucester Capital Budget (Chapter 12)
8. FY2023 RCSJ-Cumberland Capital Budget (Chapter 12)

PLANNING/FACILITIES

Mr. Nick Burzichelli, VP & COO reviewed the RCSJ crime statistics. He proceeded to briefly go over the resolutions listed for action.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for January 2022 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Garcia Balicki, unanimously approving the following items 1 through 7 (resolutions attached):

1. Approve agreement: Dynamic Security
2. Approve agreement: Mac's Security
3. Approve agreement: Inspira Health – EMT Training Services
4. Approve agreement: Inspira Health – Mobility Vehicular Operator Training Services
5. MOU between Rowan College Foundation at Gloucester County and the Boys & Girls Club of Gloucester County
6. Approve agreement: Preferred Party Place (Cumberland Campus)
7. Approve Purchase Agreement: Pocket Nurse/Nursing Labs

PERSONNEL

Mr. Nick Burzichelli, VP & COO reviewed the personnel actions for action and asked if there were any questions – none were received.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Bumpus, unanimously approving the Personnel Actions for item 1 as listed below: (documents attached)

1. Personnel Actions and President's Recommendations for the RCSJ Gloucester & Cumberland Campuses

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services was on medical leave - Dr. Keating reviewed the academic items for action in his absence.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Abele, unanimously approving the following items 1 through 15: (resolutions attached)

1. Apply, upon award, accept funding: NJ Dept. of Law & Public Safety LEOTEF Grant-Gloucester Campus
2. Associate in Applied Science: Veterinary Technology-Gloucester Campus
3. Associate in Applied Science: Wind Power & Turbine Technology
4. Certificate: Wind Power & Turbine Technology
5. Certificate of Achievement: Accounting – Cumberland Campus
6. Certificate of Achievement: Business Software Tools – Cumberland Campus
7. Certificate of Achievement Graphic Arts – Game/Interactive Design – Cumberland Campus
8. Certificate of Achievement Graphic Arts – Print Design – Cumberland Campus
9. Certificate of Achievement: Digital Marketing – Cumberland Campus
10. Certificate of Achievement: Management – Cumberland Campus

11. Certificate of Achievement: Technology Help Desk– Cumberland Campus
12. Certificate of Achievement: Website Development– Cumberland Campus
13. Apply, upon award, accept funding: RSVP Americorps-Insurance Assist Program Grant-Gloucester
14. Apply, upon award, accept funding: NJ Dept. of Labor & Workforce Dev. Opportunity Partnership Training
15. Agreement amendment: Occupational & Educational Training Services-Gloucester Campus

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Abele, approving with Trustee Altersitz abstaining, the following items 16 through 17: (resolutions attached)

16. Amend budget: FY2021-22 Perkins Career & Technical Education Grant -Cumberland Campus
17. Amend budget: FY2021-22 Perkins Career & Technical Education Grant -Gloucester Campus

POLICY

Sandy Evans, Director, President's Office, reviewed the policies for Board action and asked if there were any questions - none were received.

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Balicki, unanimously approving the following policies: (copies attached)

1. Reaffirm Policies:
 - 7011 Harassment and Discrimination
 - 7015 Alcohol and Other Drugs
 - 7017 Conscientious Employee Protection (Whistleblower)
 - 7103 Holidays
 - 7401 Background Checks and Self-Disclosure
2. New Policy:
 - 8701 Death of a Student
3. Revised Policy:
 - 3001 Academic Divisions


CLOSED SESSION

At 7:30 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 Garcia Balicki made a motion to approve the resolution, seconded by Trustee Daws. The motion was unanimously approved.

ADJOURNMENT

At 8:06 p.m., Trustee Garcia Balicki made a motion, seconded by Trustee White-Coursey. The motion was unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,

Attested: 
 Meg Resue
 Special Assistant to the Board of Trustees


BOARD OF TRUSTEES MEETING

CLOSED SESSION MINUTES
March 8, 2022

At 7:30 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 Garcia Balicki made a motion to approve the resolution, seconded by Trustee Love. The motion was unanimously approved.

Members Present:

Ms. Lita Abele
Ms. Ave' Altersitz
Ms. Jennica Bileci
Mr. Bob Bumpus
Mr. Gene Concordia
Mr. Len Daws
Rev. Dr. James Dunkins
Ms. Yolanda Garcia Balicki, Esq.
Mr. Ken Mecouch
Mr. Douglas Wills, Esq.
Dr. Fred Keating, President, Ex-Officio

Members Absent:

Mr. Benjamin Griffith

Advisors Present:

Mr. Chris Gibson, Esq.

Others Present at Discretion of Board Chair:

Cumberland Co. Commissioner Director Barber – Education Liaison
Cumberland Co. Commissioner Albrecht – Education Liaison
Josh Piddington, VP & CIO, RCSJ
Nick Burzichelli, VP & COO, RCSJ
Meg Resue, Special Assistant to BOT, RCSJ

Contract Negotiations

- President Keating discussed the draft letter of intent regarding a partnership relationship with Inspira Health. Acknowledgement and verbal approval to move forward was granted by the Trustees.
- President Keating reviewed the points of the current labor negotiation strategy. Acknowledgement and verbal approval to move forward was granted by the Trustees.

At 8:06 p.m., Trustee Garcia Balicki made a motion, seconded by Trustee Abele and unanimously approved to end the Close Session and return to and adjourn the Regular meeting.

Respectfully submitted,



Special Assistant to the Board of Trustees




Oath for Members of the Rowan College of South Jersey Board of Trustees

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

Jennica L. Bileci

Jennica L. Bileci

*Sworn to and subscribed before me
this 8th day of March 2022*


Attest: **Meg Resue**
Special Assistant to the Board of Trustees



Oath for Members of the Rowan College of South Jersey Board of Trustees

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

Robert L. Bumpus

Robert L. Bumpus

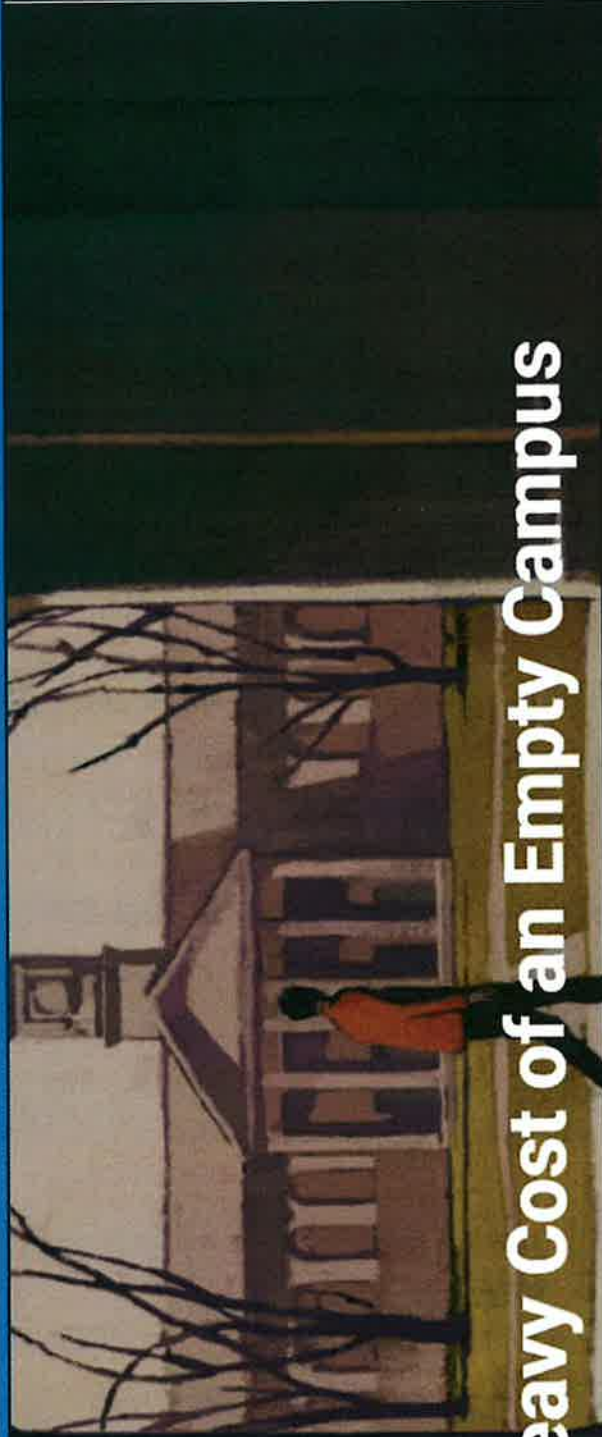
*Sworn to and subscribed before me
this 8th day of March 2022*

A handwritten signature in blue ink that reads "Meg Resue".

Attest: Meg Resue
Special Assistant to the Board of Trustees



Budget Presentation, March 8, 2022
President Frederick Keating, Ed.D.



The Heavy Cost of an Empty Campus

The Chronicle of Higher Education
February 5, 2021
Volume 67, Issue 11



Campus Pandemic Financial Summaries

2020 - 2021

Gloucester Campus		Cumberland Campus	
YEAR 1 Pandemic – Time Lost		YEAR 1 Pandemic - Time Lost	
\$11.5% 0 Enrollment Lost		\$16.0% - Enrollment Loss	
\$4,184,784 CARES/Stimulus Funding		\$1,905,969 CARES/Stimulus Funding	
\$5,083,849 - Amount to Reserve		\$1,897,726 – Amount to Reserve	

2021 - 2022

Gloucester Campus		Cumberland Campus	
YEAR 2 Pandemic – Soft Opening July 1		YEAR 2 Pandemic – Soft Opening July 1	
SEPTEMBER 1, 2021 – Return to Campus (Hybrid)		SEPTEMBER 1, 2021 – Return to Campus (Hybrid)	
15% - Projected Enrollment Loss		11% - Projected Enrollment Loss	
\$4,524,562 – CARES/Stimulus Funding		\$1,325,000 – CARES/Stimulus Funding	
\$815,235 – Amount to Reserve		\$427,099 – Amount to Reserve	

2022 - 2023

Gloucester Campus		Cumberland Campus	
Year 3 Pandemic – January 3 (Hybrid Format)		YEAR 3 Pandemic – January 3 (Hybrid)	
10% - Projected Enrollment Loss		\$10% - Projected Enrollment Loss	
\$0- CARES/Stimulus Funding		\$0 – CARES/Stimulus Funding	
\$4,457,164 – Amount from Reserve		\$1,710,906 – Amount from Reserve	



Gloucester & Cumberland Enrollment

Gloucester

Census Day
Spring 2022

Headcount

Full-time 2,286 down 12.0%
Part-time 2,667 down 7.6%
Total: 4,953 down 9.7%

Credit Hours

Full-time 31,733 down 12.0%
Part-time 17,035 down 7.5%
Total 48,768 down 10.4%

Total "Special" students: 876 (17.7% of total, down 2.3%)
Total "Visiting" students: 72 (1.5% of total, down 31.4%)
FTE s Total: 3,181 (down 15.6%)

Cumberland

Census Day
Spring 2022

Headcount

Full-time 793 down 15.4%
Part-time 1,522 up 19.3%
Total: 2,315 up 4.6%

Credit Hours

Full-time 10,696 down 14.8%
Part-time 8,465 down 2.5%
Total 19,161 down 7.9%

Total "Special" students: 550 (up 39.2%)
FTE s Total: 1,304 (down 4.5%)

Spring 2022 census day was Monday, January 31, 2022



Spring 2022 Combined Census Day Figures

Headcount	
Full-time	3,088 (down 12.7%)
Part-time	4,165 (down 4.6%)
Total	7,253 (down 9.7%)
Credit Hours	
Full-time	42,562 (down 12.6%)
Part-time	25,367 (down 4.6%)
Total:	67,929 (down 9.7%)
FTE's Total	4,486 (down 9%)

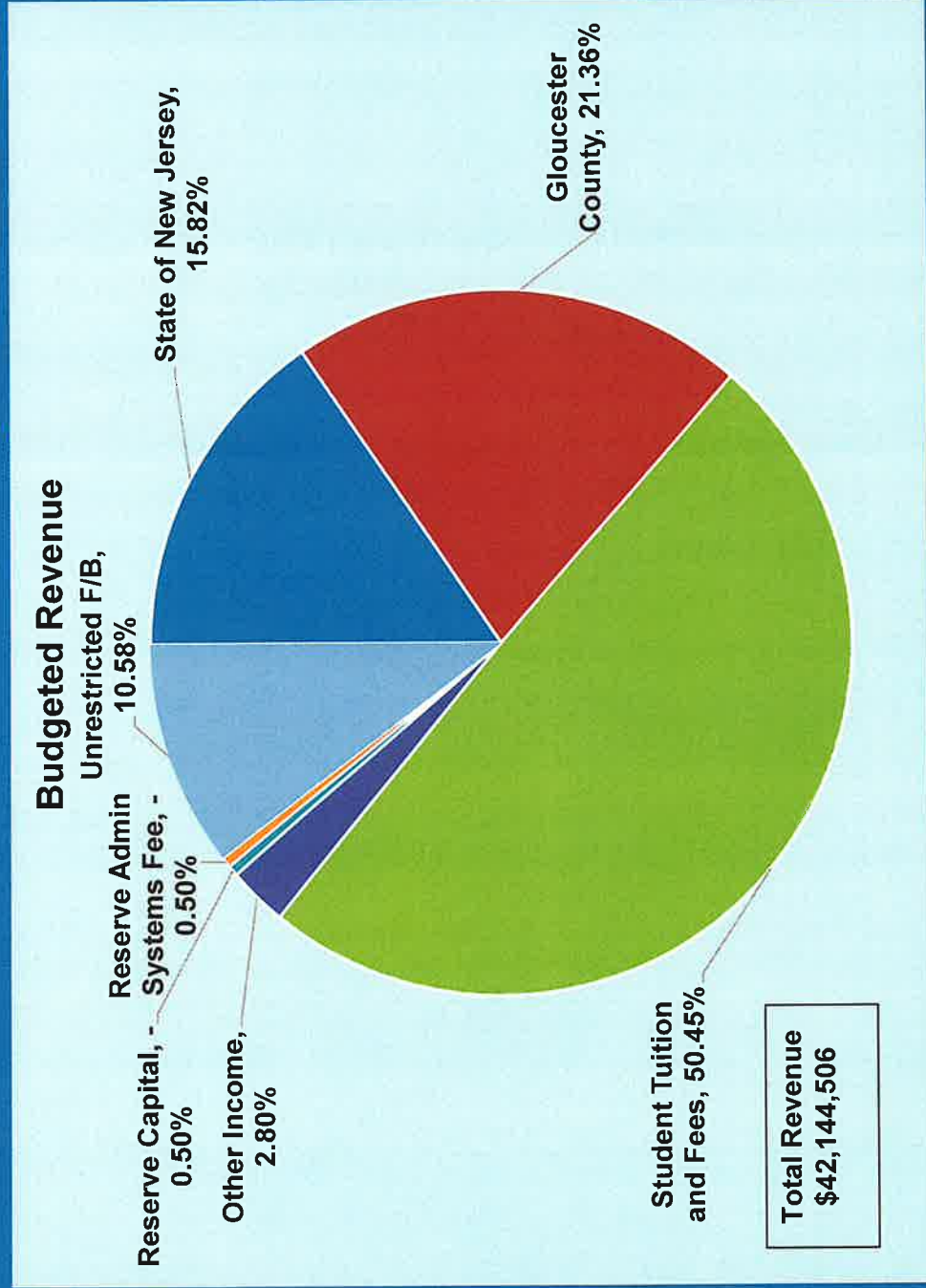


Gloucester Campus Budget Components

State Funding	\$6,668,015	Flat Funding
County Funding	\$9,000,000	\$400,000 increase
College Funding	\$22,440,099	
	10% decrease	\$160/credit (tuition fees) \$3.00 increase
Reserve	\$0	
Federal Grants/Carryover	\$4,457,164	
	\$42,144,506	Balanced Budget
Reserve Capital Projects	\$210,386	
Reserve Admin Systems Fee	\$210,386	
Labor Contracts		Under Negotiations
Benefit Costs		Six-month Contract

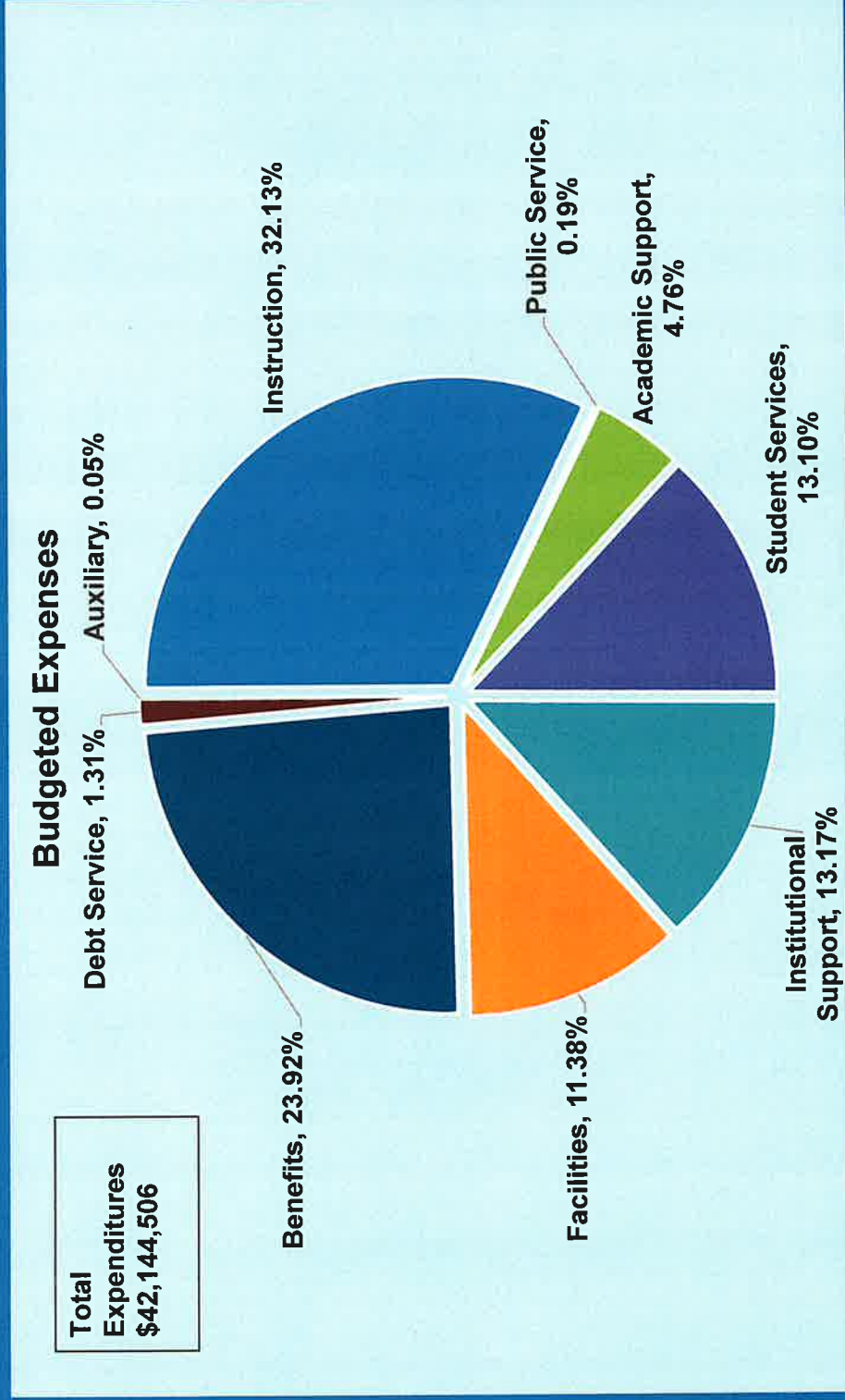


Gloucester Revenue Projections 2023





Gloucester Expenditure Projections 2023





Gloucester Capital Projects 2022 – 2023



Chapter 12 Redevelopment \$3,915,000

- Various building infrastructure renovations and repairs

Application for Securing Our Children's Future Bond Act \$5,000,000

- Addition to the Nursing and Health Professions Center

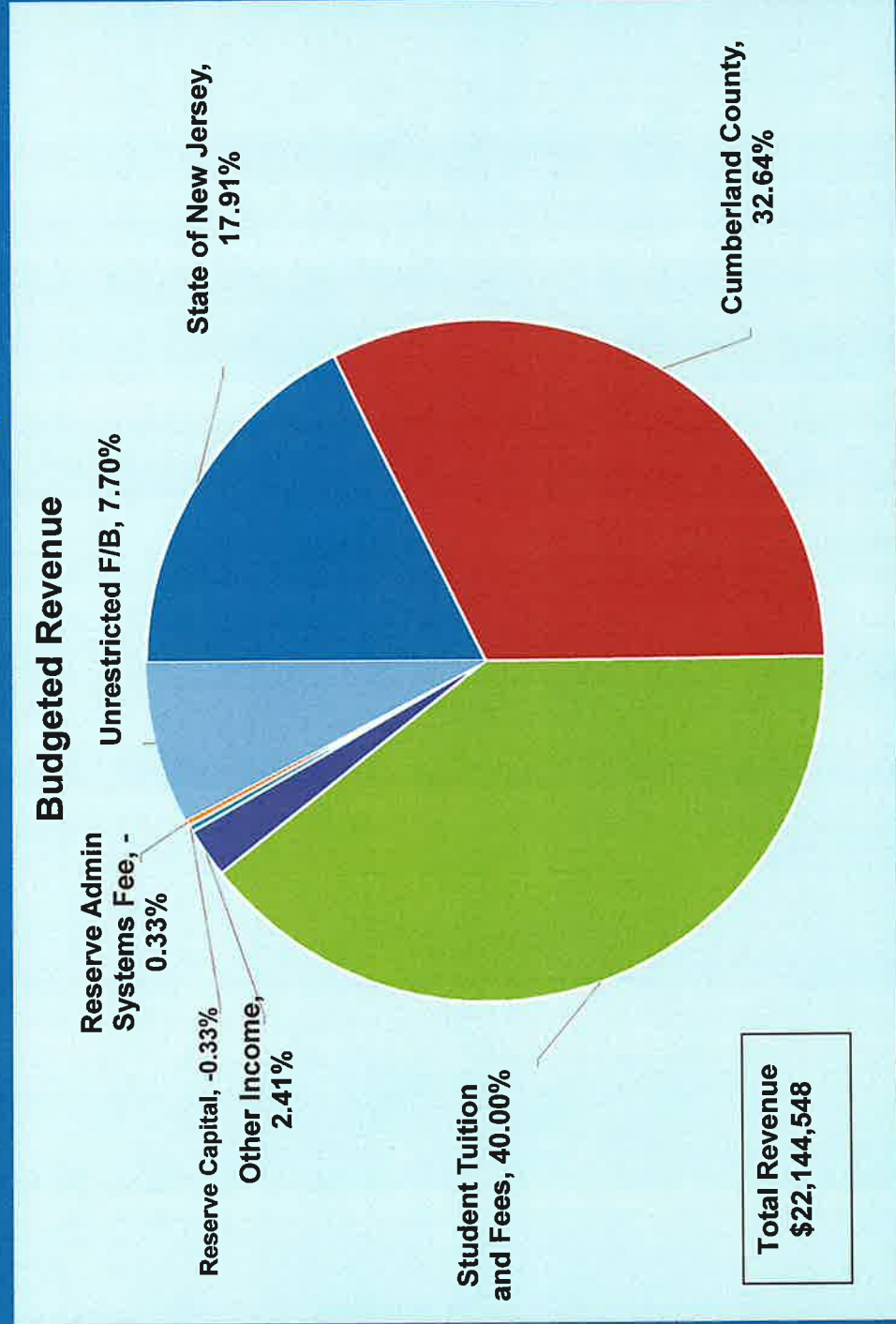


Cumberland Budget Components 2023

State Funding	\$3,977,876	Flat Funding
County Funding	\$7,250,000	\$190,000 increase
College Funding	\$9,418,610	
Reserve	0	(10%) decrease \$160/credit (tuition fees) \$3.00 increase
Federal Grants/Carryover	\$1,710,906	
	\$22,144,548	Balanced Budget
Reserve Capital Projects	\$72,672	
Reserve Admin Systems Fee	\$72,672	
Labor Contracts		Under Negotiations
Benefit Costs		Six-month Contract

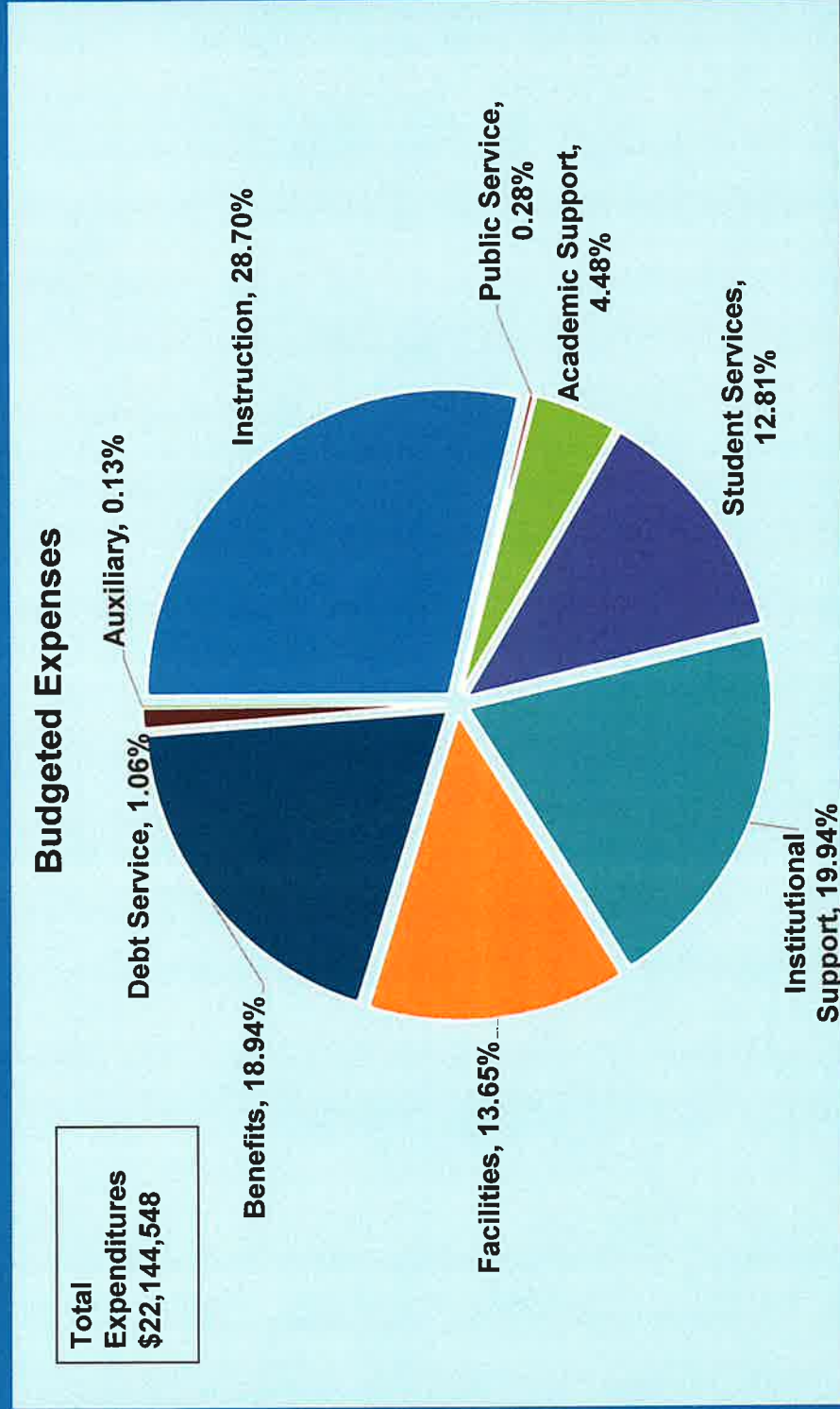


Cumberland Revenue Projections 2023





Cumberland Expenditure Projections 2023





Cumberland Capital Projects 2022-2023



Capital Projects
Cumberland Campus

\$3.308 million

Various building infrastructure renovations and repairs \$3,308,000



Combined Budget Overview 2023

Gloucester & Cumberland Campuses

Anticipated Revenue	\$58,687,100
Reserve Capital	\$(283,058)
Reserve Admin System Fee	\$(283,058)
Unrestricted F/B	\$6,168,078
Total Budget	\$64,289,054



Top Ten Reconstruction Priorities *

1. Rowan University MOU – 3+1 Degree Partnership
2. Academic Matrix – Degrees & Certificates
3. Expand the Online Campus Division
4. Expansion of College Premier Partnerships
5. Enrollment Management Plan
6. Enterprise Resource Planning (ERP) System
7. Social Equity, Diversity & Inclusion Plan
8. Master Facility Plan/Redevelopment & Repurpose Assets
9. Financial and Personnel Refinement
10. Rowan College of South Jersey: The Brand



* The above priorities align with the Rowan College of South Jersey 2020-2023 Strategic Plan



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2022 REVISED BUDGET.

WHEREAS, Rowan College of South Jersey - Gloucester Campus has a need to revise the FY2022 operating budget, and

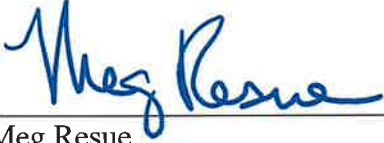
WHEREAS, the revised FY2022 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and an increase to unrestricted fund balance) totaling \$41,944,354; and

WHEREAS, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March, 2022 that the Fiscal Year 2022 revised operating budget had been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
FY22 BUDGET – REVISED**

BUDGET TOTALS

Category	FY22	FY22 Adjust	FY22 Revised	FY23
Anticipated Revenue	42,069,399	1,157,715	43,227,114	38,108,114
Budget Appropriations	(42,003,495)	59,141	(41,944,354)	(42,144,507)
Reserve Capital Proj.	(282,952)	49,190	(233,762)	(210,386)
Reserve Admin Systems Fee	(282,952)	49,190	(233,762)	(210,386)
Drawdown from Unrestricted Fund Balance	500,000	(500,000)	0	4,457,164
Surplus Increase / (Utilized)	-	-	815,235	-

\$ Increase / (Decrease)
from prior year, Revenue
including reserve (59,141) 200,152

% Increase / (Decrease)
from prior year, Revenue
including reserve (-0.14%) .48%

OPERATING BUDGET BY FUNCTION

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	14,002,609	(485,491)	13,517,118	13,670,159
30	Public Service	67,093	10,490	77,583	78,643
40	Academic Support	2,084,778	(114,860)	1,969,918	2,004,504
50	Student Services	5,393,107	129,176	5,522,283	5,556,763
60	Institutional Support	5,569,077	(45,917)	5,523,159	5,414,879
70	Physical Plant	4,481,581	201,850	4,683,431	4,765,755
80	Employee Benefits	10,323,545	(257,378)	10,066,167	10,082,962
85	Debt Service	-	563,990	563,990	550,025
90	Auxiliary Services	81,706	(61,000)	20,706	20,817
Grand Total		42,003,495	(59,141)	41,944,354	42,144,507

\$ Increase (Decrease) over
PY (59,141) 200,152

% Increase (Decrease)
over PY (-0.14%) 0.48%

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
FY22 BUDGET – REVISED**

OPERATING SALARIES & BENEFITS

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	13,309,777	(322,606)	12,987,170	13,140,629
30	Public Service	66,618	9,900	76,518	77,578
40	Academic Support	1,880,691	(170,794)	1,709,897	1,745,482
50	Student Services	4,923,270	(301,571)	4,621,699	4,820,931
60	Institutional Support	3,117,995	102,528	3,220,523	3,236,246
70	Physical Plant	1,969,267	79,910	2,049,177	2,131,502
80	Employee Benefits	10,323,545	(257,378)	10,066,167	10,082,962
90	Auxiliary Services	9,588	(4,000)	5,588	5,700
Grand Total		35,600,750	(864,012)	34,736,738	35,241,030

\$ Increase (Decrease)
over PY

(864,012) 504,292

% Increase (Decrease)
over PY

(-2.43%) 1.45%

OPERATING EXPENSES

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	692,832	(162,885)	529,947	529,531
30	Public Service	475	590	1,065	1,065
40	Academic Support	204,087	55,935	260,022	259,022
50	Student Services	469,838	430,747	900,585	735,831
60	Institutional Support	2,451,082	(148,445)	2,302,636	2,178,632
70	Physical Plant	2,512,314	121,940	2,634,253	2,634,253
85	Debt Service	-	563,990	563,990	550,025
90	Auxiliary Services	72,118	(57,000)	15,118	15,118
Grand Total		6,402,744	804,872	7,207,616	6,903,477

\$ Increase (Decrease)
over PY

804,872 (304,139)

% Increase (Decrease)
over PY

12.57% (-4.22%)

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
FY22 BUDGET – REVISED**

REVENUE SUMMARY

Source of Revenue	FY22	FY22 Adjust	FY22 Revised	FY23
Government Allocation				
County of Gloucester	8,600,000		8,600,000	9,000,000
State of New Jersey	5,939,447	728,568	6,668,015	6,668,015
	14,539,447	728,568	14,539,447	15,668,015
Tuition				
Academic	15,379,032	(2,730,045)	12,648,987	12,067,198
Out-of-County (charge back)			-	125,000
Police Academy	40,000		40,000	40,000
Fire Academy	60,000		60,000	60,000
Continuing Ed Catalog	-		-	-
ACT Center	400,000		400,000	400,000
Customized Training	150,000		150,000	150,000
Fees				
General Service Fee	5,941,992	(1,032,990)	4,909,002	4,418,106
Construction Fee	282,952	(49,190)	233,762	210,386
Admin Systems Fee	282,952	(49,190)	233,762	210,386
Nursing Program Fee	550,000		550,000	550,000
Ford Asset Program Fee	60,000		60,000	60,000
Material Fee	1,169,671		1,169,671	1,169,671
Lab Instruction Fee	1,448,312		1,448,312	1,448,312
Graduation Fees	73,000		73,000	73,000
Transcript Fee	64,000		64,000	64,000
Miscellaneous Fees - Returned Check	15,240		15,240	15,240
Payment Plan Enrollment Fee	149,000	(149,000)		
Total Tuition & Fees	26,266,151	(4,010,415)	22,255,736	21,261,299

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
FY22 BUDGET – REVISED**

REVENUE SUMMARY (CONTINUED)

Source of Revenue	FY22 Initial	FY22 Adjust	FY22 Revised	FY23 Initial
Auxiliary Revenue				
Cell Tower Commissions	21,800		21,800	21,800
Vending	15,000		15,000	15,000
Book Store	400,000		400,000	400,000
Facilities Usage	6,000		6,000	6,000
Wilmington University	80,000		80,000	80,000
Library Fees & Fines	500		500	500
Entrance & Proficiency Tests:				
ACT Testing	15,000		15,000	15,000
Outside Testing	1,000		1,000	1,000
Nursing HESI Test	2,000		2,000	2,000
Nursing HESI Assessment A-2	35,000		35,000	35,000
NCLEX Review	7,000		7,000	7,000
GED Testing	4,000		4,000	4,000
TEAS Test	2,500		2,500	2,500
CLEP Testing	1,000		1,000	1,000
Other Revenue:				
Miscellaneous Revenue	20,000		20,000	20,000
Interest Revenue	110,000	(85,000)	25,000	25,000
Gloucester County Forgiveness of Debt	243,000		243,000	243,000
Cumberland County Chargeback	300,000		300,000	300,000
CARES Act		4,524,562	4,524,562	
	1,263,800	4,439,562	5,703,362	1,178,800
TOTAL REVENUE	42,069,399	1,157,715	43,227,114	38,108,114

\$ Change over PY	1,157,715	(5,118,999)
% Change over PY	2.75%	(-11.84%)



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2022 REVISED BUDGET.

WHEREAS, Rowan College of South Jersey - Cumberland Campus has a need to revise the FY2022 operating budget, and


WHEREAS, the revised FY2022 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for the admin systems fee, and an increase to unrestricted fund balance) totaling \$21,919,099; and

WHEREAS, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March, 2022 that the Fiscal Year 2022 revised operating budget had been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
FY22 BUDGET – REVISED**

BUDGET TOTALS

Category	FY22	FY22 Adjust	FY22 Revised	FY23
Anticipated Revenue	21,240,995	1,269,363	22,510,358	20,646,486
Budget Appropriations	(21,967,245)	48,146	(21,919,099)	(22,212,048)
Reserve Capital Proj.	(97,340)	15,260	(82,080)	(72,672)
Reserve for Admin Systems Fee	(97,340)	15,260	(82,080)	(72,672)
Drawdown from Unrestricted Fund Balance	920,930	(920,930)	-	1,710,906
Surplus Increase / (Utilized)	-	-	427,099	-

\$ Increase from prior year, Revenue including reserve (48,146) 292,949

% Increase from prior year, Revenue including reserve (-0.22%) 1.34%

OPERATING BUDGET BY FUNCTION

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	6,450,598	(231,557)	6,219,041	6,375,673
30	Public Service	65,700	5,410	71,110	61,446
40	Academic Support	1,041,645	(62,130)	979,515	995,403
50	Student Services	2,738,556	47,493	2,786,049	2,844,668
60	Institutional Support	4,233,787	239,183	4,472,970	4,429,430
70	Physical Plant	2,994,963	(58,840)	2,936,123	3,032,401
80	Employee Benefits	4,214,000	(31,244)	4,182,756	4,207,477
85	Debt Service	206,145	35,565	241,710	235,725
90	Auxiliary Services	21,850	7,975	29,825	29,825
Grand Total		21,967,245	(48,146)	21,919,099	22,212,048

\$ Increase (Decrease) over PY (48,146) 292,948

% Increase (Decrease) over PY (-0.22%) 1.34%

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
FY22 BUDGET – REVISED**

OPERATING SALARIES & BENEFITS

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	6,247,048	(288,757)	5,958,291	6,108,523
30	Public Service	52,500	5,810	58,310	50,046
40	Academic Support	948,295	(39,105)	909,190	925,078
50	Student Services	2,475,944	39,343	2,515,287	2,573,831
60	Institutional Support	1,892,912	31,889	1,924,801	2,070,030
70	Physical Plant	70,386	12,960	83,346	96,616
80	Employee Benefits	4,214,000	(31,244)	4,182,756	4,207,477
90	Auxiliary Services	10,000	225	10,225	10,225
Grand Total		15,911,086	(268,880)	15,642,206	16,041,826

\$ Increase (Decrease)
over PY

(268,880) 399,619

% Increase (Decrease)
over PY

(-1.69%) 2.55%

OPERATING EXPENSES

Program Code	Program Description	FY22	FY22 Adjust	FY22 Revised	FY23
10	Instruction	203,550	57,200	260,750	267,150
30	Public Service	13,200	(400)	12,800	11,400
40	Academic Support	93,350	(23,025)	70,325	70,325
50	Student Services	262,612	8,150	270,762	270,837
60	Institutional Support	2,340,875	207,294	2,548,169	2,359,400
70	Physical Plant	2,924,577	(71,800)	2,852,777	2,935,785
85	Debt Service	206,145	35,565	241,710	235,725
90	Auxiliary Services	11,850	7,750	19,600	19,600
Grand Total		6,056,159	220,734	6,276,893	6,170,222

\$ Increase (Decrease)
over PY

220,734 (106,671)

% Increase (Decrease)
over PY

3.64% (-1.70%)

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
FY22 BUDGET – REVISED
REVENUE SUMMARY**

Source of Revenue	FY22	FY22 Adjust	FY22 Revised	FY23
Government Allocation				
County of Cumberland	7,060,000		7,060,000	7,250,000
State of New Jersey	3,259,603	718,273	3,977,876	3,977,876
	10,319,603	718,273	11,037,876	11,227,876
Tuition				
Academic	5,561,222	(324,930)	5,236,292	4,745,304
Out-of-County (charge back)	100,000	(50,000)	50,000	50,000
Continuing Ed Catalog	400,000		400,000	450,000
ACT Center	37,500		37,500	37,500
Customized Training	150,000	(50,000)	100,000	150,000
Fees				
General Service Fee	2,044,140	(236,460)	1,807,680	1,526,112
Construction Fee	97,340	(15,260)	82,080	72,672
Admin Systems Fee	97,340	(15,260)	82,080	72,672
Program Fee	514,000		514,000	514,000
Material Fee	513,600		513,600	513,600
Lab Instruction Fees	562,500		562,500	675,000
Graduation Fee	42,250		42,250	42,250
Transcript Fee	18,000	13,000	31,000	31,000
Returned Check Fee	4,000		4,000	4,000
Late Registration Fee	13,000	(13,000)	0	
Total Tuition & Fees	10,154,892	(691,910)	9,462,982	8,884,110

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
FY22 BUDGET – REVISED
REVENUE SUMMARY (CONTINUED)**

Source of Revenue	FY22	FY22 Adjust	FY22 Revised	FY23
Auxiliary Revenue				
Food Service	0		0	
Vending	5,000		5,000	5,000
Book Store	167,000	(17,000)	150,000	135,000
Luciano Center Rental	10,000		10,000	5,000
University Center	200,000	(150,000)	50,000	25,000
Student Productions	10,000	(5,000)	5,000	0
Clay College	60,000		60,000	60,000
Library Fees & Fines	1,000		1,000	1,000
Testing	5,000		5,000	5,000
Other Revenue:				
Miscellaneous Revenue	50,000	100,000	150,000	50,000
Interest Revenue	45,000	(25,000)	20,000	20,000
Indirect Service Income	50,000	30,000	80,000	80,000
Foundation Support	148,500		148,500	148,500
CARES Act	15,000	1,310,000	1,325,000	
	766,500	1,243,000	2,009,500	534,500
TOTAL REVENUE	21,240,995	1,269,363	22,510,358	20,646,486

\$ Change over PY	1,269,363	(1,931,372)
% Change over PY	5.98%	(-8.58%)



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2023 BUDGET.

WHEREAS, Rowan College of South Jersey - Gloucester Campus has a need to adopt the FY2023 operating budget, and


WHEREAS, the FY2023 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and a drawdown from unrestricted fund balance) totaling \$42,144,507; and

WHEREAS, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March 2022 that the Fiscal Year 2023 operating budget had been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



PUBLIC HEARING ROWAN COLLEGE OF SOUTH JERSEY

Please take note that the Board of School Estimate of Rowan College of South Jersey, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for operating expenses for the year 2022-2023. Said Public Hearing will be held virtually via Zoom on a date that is to be determined.

Set forth, herewith, is an itemized statement of the operating expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Nora Sheridan, Executive Director Budget and Accounting Services, Rowan College of South Jersey, Gloucester Campus 1400 Tanyard Road, Sewell, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
1400 TANYARD ROAD
SEWELL, NJ 08080**

**PROPOSED OPERATING BUDGET FOR SCHOOL YEAR
July 1, 2022 to June 30, 2023**

	Operating Appropriations for School Year 2022-2023
<u>CURRENT OPERATING INCOME</u>	
County Appropriation for Current Operating Expenses	\$ 9,000,000
State Appropriation for Current Operating Expenses	6,668,015
Student Tuition and Fees Collected from Students	21,261,299
Other Income	1,178,800
Drawdown from Unrestricted Fund Balance	4,457,164
Reserve for Capital Projects	(210,386)
Reserve for Admin Systems Fee	(210,386)
TOTAL OPERATING INCOME	<u>\$ 42,144,507</u>
<u>CURRENT OPERATING EXPENSES</u>	
Instruction	\$ 13,670,159
Public Service	78,643
Academic Support	2,004,504
Student Services	5,556,763
Institutional Support	5,414,879
Operation/Maintenance of Plant/Capital	4,765,755
Fringe Benefits	10,082,962
Debt Service	550,025
Auxiliary	20,817
TOTAL OPERATING EXPENSES	<u>\$ 42,144,507</u>

**Rowan College of South Jersey
Gloucester Campus
FY23 Budget**

Budget Totals

	FY22 Revised	FY 23
Anticipated Revenue.....	43,227,114	38,108,114
Budget Appropriations.....	(41,944,354)	(42,144,507)
Reserve Capital Proj.	(233,762)	(210,386)
Reserve Admin Systems Fee	(233,762)	(210,386)
Drawdown from Unrestricted Fund Balance		4,457,164
Surplus Increase.....	815,235	-
\$ Increase from prior year, Revenue including reserve.....		(615,083)
% Increase from prior year, Revenue including reserve.....		-1.42%

Operating Budget By Function

	FY22 Revised	FY 23
Instruction.....	13,517,118	13,670,159
Public Service.....	77,583	78,643
Academic Support.....	1,969,918	2,004,504
Student Services.....	5,522,283	5,556,763
Institutional Support.....	5,523,159	5,414,879
Facilities.....	4,683,431	4,765,755
Benefits.....	10,066,167	10,082,962
Debt Service.....	563,990	550,025
Auxiliary Services.....	20,706	20,817
TOTAL.....	41,944,354	42,144,507
\$ Increase(Decrease) compared to previous year.....		200,152
% Increase (Decrease) compared to previous year.....		0.48%

**Rowan College of South Jersey
Gloucester Campus
FY23 Budget**

Operating Budget - Salaries & Expenses

	FY22 Revised	FY 23
<u>Operating Salaries & Benefits</u>		
Instruction.....	12,987,170	13,140,629
Public Service.....	76,518	77,578
Academic Support.....	1,709,897	1,745,482
Student Services.....	4,621,699	4,820,931
Institutional Support.....	3,220,523	3,236,246
Facilities.....	2,049,177	2,131,502
Benefits.....	10,066,167	10,082,962
Auxiliary.....	5,588	5,700
TOTAL SALARIES.....	34,736,738	35,241,030
% of Salaries & Benefits to total Budget.....	82.82%	83.62%
\$ Increase(Decrease) compared to previous year - Salaries & Benefits...		504,292
% Increase (Decrease) compared to previous year - Salaries & Benefits...		1.45%
<u>Operating Expenses</u>		
Instruction.....	529,947	529,531
Public Service.....	1,065	1,065
Academic Support.....	260,022	259,022
Student Services.....	900,585	735,831
Institutional Support.....	2,302,636	2,178,632
Facilities.....	2,634,253	2,634,253
Debt.....	563,990	550,025
Auxiliary.....	15,118	15,118
TOTAL EXPENSES.....	7,207,616	6,903,477
% of Expenses to total Budget.....	17.18%	16.38%
\$ Increase(Decrease) compared to previous year - Expenses.....	781,780	(304,139)
% Increase (Decrease) compared to previous year - Expenses.....	9.69%	-4.22%
TOTAL.....	41,944,354	42,144,507

**Rowan College of South Jersey
Gloucester Campus
FY23 Budget**

Revenue Summary

Source of Revenue	FY22 Revised	FY23
Governmental Allocation		
County of Gloucester.....	8,600,000	9,000,000
State of New Jersey.....	6,668,015	6,668,015
Sub-Total Governmental.....	15,268,015	15,668,015
Student Tuition		
Academic.....	12,648,987	12,067,198
GCIT Revenue.....		125,000
Out-of-County (charge back).....	40,000	40,000
Police Academy.....	60,000	60,000
Fire Academy.....	0	0
Continuing Ed Catalog.....	400,000	400,000
ACT Center.....	150,000	150,000
Customized Training.....	200,000	200,000
Fees		
General Service Fee.....	4,909,002	4,418,106
Construction Fee.....	233,762	210,386
Admin Systems Fee.....	233,762	210,386
Program Fees.....	610,000	610,000
Material Fee.....	1,169,671	1,169,671
Lab Instruction Fee.....	1,448,312	1,448,312
Graduation Fees.....	73,000	73,000
Transcript Fee.....	64,000	64,000
Miscellaneous Fees.....	15,240	15,240
Late Registration/Payment Fee.....	0	0
Payment Plan Enrollment Fee.....	0	0
Sub-Total Tuition & Fees.....	22,255,736	21,261,299

**Rowan College of South Jersey
Gloucester Campus
FY23 Budget**

Source of Revenue	FY22 Revised	FY23
Auxiliary Enterprises (net)		
Food Service.....	0	0
Cell Tower Commissions.....	21,800	21,800
Vending.....	15,000	15,000
Book Store.....	400,000	400,000
Facilities Usage.....	6,000	6,000
Wilmington University	80,000	80,000
Library Fees & Fines.....	500	500
Entrance & Proficiency Tests.....	67,500	67,500
Other Revenue		
Miscellaneous Revenue.....	20,000	20,000
Interest Revenue.....	25,000	25,000
County Forgiveness of Debt	243,000	243,000
Shared Employees -		
Cumberland County Chargeback....	300,000	300,000
CARES Act	4,524,562	
Sub-Total Auxiliary & Other.....	5,703,362	1,178,801
TOTAL REVENUE.....	43,227,113	38,108,114

**Rowan College of South Jersey
Gloucester Campus
FY23 Budget**

Analysis of Annual Revenue Changes

	FY22 Revised	FY 23
Approved Budget.....	42,069,398	43,227,113
State Aid		
Percentage Increase/(Decrease)...	12.27%	0.00%
Increased/(Decreased) Revenue..	728,568	0
County Aid		
Percentage Increase/(Decrease)...	0.00%	4.65%
Increased/(Decrease) Revenue...	0	400,000
Tuition		
Enrollment Growth.....	-15%	-10%
Rate Increase/(Decrease) %..	0.00%	0.03%
Rate Increase \$ per credit.....		3.00
Increased/(Decrease) Revenue...	(2,730,045)	(581,789)
Tuition - GCIT Revenue	0	125,000
Tuition - Continuing Education	0	0
General Service Fee		
Enrollment Growth.....	-15%	-10%
Rate Increase \$ per credit.....	-	-
Increased/(Decrease) Revenue...	(1,032,990)	(490,896)
Other Student Fees.....	(247,380)	(46,752)
Other Revenue.....	4,439,562	(4,524,562)
Total Increases.....	1,157,715	(5,118,999)
Current Year Revenue Anticipated.....	43,227,113	38,108,114



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2023 BUDGET.

WHEREAS, Rowan College of South Jersey – Cumberland Campus has a need for a FY2023 operating budget, and


WHEREAS, the FY2023 operating budget calls for anticipated unrestricted revenue (including a reserve for capital projects, a reserve for admin systems fee, and a drawdown from unrestricted fund balance) totaling \$22,212,048, and

WHEREAS, the budget includes pension and health benefit increases, continued funding of approved positions at contracted rates, as well as the continuation of current vendor contracts,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March, 2022 that the Rowan College of South Jersey – Cumberland Campus Fiscal Year 2023 operating budget has been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



PUBLIC HEARING ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS

Please take note that the Board of School Estimate of Rowan College of South Jersey – Cumberland Campus, pursuant to Chapter 271, Laws of 1967, and in accordance with NJSA 18A-64A-17, will hold and conduct a Public Hearing with respect to the amount of money deemed to be necessary for operating expenses for the year 2022-2023. Said Public Hearing will be held virtually via Zoom on a date that is to be determined.

Set forth, herewith, is an itemized statement of the operating expenses for the ensuing year. Said itemized statement will be on file and open to the public for examination in the office of Mrs. Gayle Gates, Executive Director Budget and Accounting Services, Rowan College of South Jersey – Cumberland Campus, 3322 College Drive, Vineland, NJ, from 9:00 a.m. to 4:00 p.m., from the date of this publication until the date of the Public Hearing, except Saturday and Sunday.

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
3322 COLLEGE DRIVE
VINELAND, NJ 08360

PROPOSED OPERATING BUDGET FOR SCHOOL YEAR
July 1, 2022 to June 30, 2023

	<u>Operating Appropriations for School Year 2022-2023</u>
<u>CURRENT OPERATING INCOME</u>	
County Appropriation for Current Operating Expenses	\$ 7,250,000
State Appropriation for Current Operating Expenses	3,977,876
Student Tuition and Fees Collected from Students	8,884,110
Other Income	534,500
Drawdown from Unrestricted Fund Balance	1,710,906
Reserve for Capital Projects	(72,672)
Reserve for Admin Systems Fee	(72,672)
TOTAL OPERATING INCOME	<u>\$ 22,212,048</u>
 <u>CURRENT OPERATING EXPENSES</u>	
Instruction	\$ 6,375,673
Public Service	61,446
Academic Support	995,403
Student Services	2,844,668
Institutional Support	4,429,430
Operation/Maintenance of Plant/Capital	3,032,401
Fringe Benefits	4,207,477
Debt Service	235,725
Auxiliary	29,825
TOTAL OPERATING EXPENSES	<u>\$ 22,212,048</u>

**Rowan College of South Jersey
Cumberland Campus
FY23 Budget**

Budget Totals

	FY22 Revised	FY 23
Anticipated Revenue.....	22,510,358	20,646,486
Budget Appropriations.....	(21,919,099)	(22,212,048)
Reserve Capital Proj.	(82,080)	(72,672)
Reserve Admin Systems Fee	(82,080)	(72,672)
Drawdown from Unrestricted Fund Balance		1,710,906
Surplus Increase.....	427,099	-
\$ Increase from prior year, Revenue including reserve.....		(134,150)
% Increase from prior year, Revenue including reserve.....		-0.60%

Operating Budget By Function

	FY22 Revised	FY 23
Instruction.....	6,219,041	6,375,673
Public Service.....	71,110	61,446
Academic Support.....	979,515	995,403
Student Services.....	2,786,049	2,844,668
Institutional Support.....	4,472,970	4,429,430
Facilities.....	2,936,123	3,032,401
Benefits.....	4,182,756	4,207,477
Debt Service.....	241,710	235,725
Auxiliary Services.....	29,825	29,825
TOTAL.....	21,919,099	22,212,048
\$ Increase(Decrease) compared to previous year.....		292,949
% Increase (Decrease) compared to previous year.....		1.34%

**Rowan College of South Jersey
Cumberland Campus
FY23 Budget**

Operating Budget - Salaries & Expenses

	FY22 Revised	FY 23
<u>Operating Salaries & Benefits</u>		
Instruction.....	5,958,291	6,108,523
Public Service.....	58,310	50,046
Academic Support.....	909,190	925,078
Student Services.....	2,515,287	2,573,831
Institutional Support.....	1,924,801	2,070,030
Facilities.....	83,346	96,616
Benefits.....	4,182,756	4,207,477
Auxiliary.....	10,225	10,225
TOTAL SALARIES.....	15,642,206	16,041,826
% of Salaries & Benefits to total Budget.....	71.36%	72.22%
\$ Increase(Decrease) compared to previous year - Salaries & Benefits...		399,619
% Increase (Decrease) compared to previous year - Salaries & Benefits...		2.55%
<u>Operating Expenses</u>		
Instruction.....	260,750	267,150
Public Service.....	12,800	11,400
Academic Support.....	70,325	70,325
Student Services.....	270,762	270,837
Institutional Support.....	2,548,169	2,359,400
Facilities.....	2,852,777	2,935,785
Debt.....	241,710	235,725
Auxiliary.....	19,600	19,600
TOTAL EXPENSES.....	6,276,893	6,170,222
% of Expenses to total Budget.....	28.64%	27.78%
\$ Increase(Decrease) compared to previous year - Expenses.....	781,780	(106,671)
% Increase (Decrease) compared to previous year - Expenses.....	9.69%	-1.70%
TOTAL.....	21,919,099	22,212,048

**Rowan College of South Jersey
Cumberland Campus
FY23 Budget**

Revenue Summary

Source of Revenue	FY22 Revised	FY23 Initial
Governmental Allocation		
County of Cumberland.....	7,060,000	7,250,000
State of New Jersey.....	3,977,876	3,977,876
Sub-Total Governmental.....	11,037,876	11,227,876
Student Tuition		
Academic.....	5,236,292	4,745,304
Out-of-County (charge back).....	50,000	50,000
Continuing Ed Catalog.....	400,000	450,000
ACT Center.....	37,500	37,500
Customized Training.....	100,000	150,000
Fees		
General Service Fee.....	1,807,680	1,526,112
Construction Fee.....	82,080	72,672
Admin Systems Fee.....	82,080	72,672
Program Fees.....	514,000	514,000
Material Fee.....	513,600	513,600
Lab Instruction Fee.....	562,500	675,000
Graduation Fees.....	42,250	42,250
Transcript Fee.....	31,000	31,000
Miscellaneous Fees.....	4,000	4,000
Sub-Total Tuition & Fees.....	9,462,982	8,884,110

**Rowan College of South Jersey
Cumberland Campus
FY23 Budget**

Source of Revenue	FY22 Revised	FY23 Initial
Auxiliary Enterprises (net)		
Food Service.....	0	0
Vending.....	5,000	5,000
Book Store.....	150,000	135,000
Luciano Center.....	10,000	5,000
University Center	50,000	25,000
Student Productions.....	5,000	0
Clay College.....	60,000	60,000
Library Fees & Fines.....	1,000	1,000
Entrance & Proficiency Tests.....	5,000	5,000
Other Revenue		
Miscellaneous Revenue.....	150,000	50,000
Interest Revenue.....	20,000	20,000
Indirect Service Income.....	80,000	80,000
Foundation Support.....	148,500	148,500
CARES Act	1,325,000	
Sub-Total Auxiliary & Other.....	2,009,500	534,500
TOTAL REVENUE.....	22,510,358	20,646,486

**Rowan College of South Jersey
Cumberland Campus
FY23 Budget**

Analysis of Annual Revenue Changes

	FY22 Revised	FY 23 Initial
Approved Budget.....	21,240,995	22,510,358
State Aid		
Percentage Increase/(Decrease)...	12.09%	0.00%
Increased/(Decreased) Revenue..	718,273	0
County Aid		
Percentage Increase/(Decrease)...	0.00%	2.21%
Increased/(Decrease) Revenue...	0	190,000
Tuition		
Enrollment Growth.....	-11%	-10%
Rate Increase/(Decrease) %..	0.00%	0.03%
Rate Increase \$ per credit.....		3.00
Increased/(Decrease) Revenue...	(374,930)	(490,988)
Tuition - Customized Training	(50,000)	50,000
General Service Fee		
Enrollment Growth.....	-11%	-10%
Rate Increase \$ per credit.....	-	0
Increased/(Decrease) Revenue...	(236,460)	(281,568)
Other Student Fees.....	(30,520)	93,684
Other Revenue.....	1,243,000	(1,425,000)
Total Increases.....	1,269,363	(1,863,872)
Current Year Revenue Anticipated.....	22,510,358	20,646,486



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY - GLOUCESTER FISCAL YEAR 2023 TUITION AND FEE SCHEDULE.

WHEREAS, Rowan College of South Jersey - Gloucester campus has a need to revise the tuition and fee schedule for the Fiscal Year 2023, and

WHEREAS, the Fiscal Year 2023 proposed tuition and fee schedule calls for a \$3 increase in tuition (\$111 to \$114 per credit hour) for Gloucester and Cumberland county residents and no increase in the general service fee, capital construction fee, and admin systems fee (remaining at \$42.00 per credit hour, \$2.00 per credit hour, and \$2.00 per credit hour, respectively); and


WHEREAS, the proposed changes will bring the total tuition and per credit fees to \$160.00 per credit hour resulting in an annual increase of \$72 for a full-time student; and

WHEREAS, other fees may apply as appropriate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March 2022 that the Fiscal Year 2023 tuition and fees schedule had been approved.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held March 8th 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

<u>A) TUITION:</u>	<u>PER CREDIT</u>
Gloucester and Cumberland County residents	\$114.00
Out-of-County residents	142.00 (1)
Rowan Partnerships Online	200.00
High School Option (HSOP)	75.00*
*cost per credit, no fees, no limit on the number of courses	
High School Dual Option	50.00**
**\$50.00 per credit with no fees for classes taken at HS, if taken at RCSJ pay HSOP rate	
Partnership Agreements	33% discount
Discount on tuition and per credit fees only	
Senior Citizens	100% discount
Discount on tuition only	

<u>B) REQUIRED FEES and EQUIPMENT:</u>	<u>PER CREDIT</u>
General Service Fee	\$ 42.00 (2)
Capital Fee	2.00 (3)
Admin Systems Fee	2.00 (9)
Laptop	cost pass-through, \$600-\$800 (8)

<u>C) OTHER FEES:</u>	<u>PER OCCURRENCE</u>
Graduation Fee	65.00
Payment Plan Fee	40.00
Transcripts – Standard Processing	cost pass-through + \$5.00 per request
Transcripts – Expedited Processing	cost pass-through + \$10.00 per request
Transcripts – Same Day Processing	25.00 per request
Replacement Diploma	35.00
Lexis-Nexis Annual Fee	cost pass-through (4), currently \$40 per year
CCMA – Phlebotomy & EKG	cost pass through, currently \$180 per class
CCMA – Medical Assistant	cost pass through, currently \$220 per class
Selective Admissions Entrance Exam	cost pass-through + \$30 administration (4)
Selective Admissions Late Registration/Reschedule Fee	15.00
Other Standardized Tests	cost pass-through + \$30 administration (4)
Accuplacer Challenge Fee	10.00 per section
Nursing and Health Professions Program Fee	\$1,500 per semester
Automotive Technology (beginning 2nd academic term)	\$1,000 per semester
Stop &/or Reissue Check Fee	cost pass-through + \$30 administrative fee
Returned Check Fee	cost pass-through + \$30 administrative fee
Reissue NMT Badge	cost pass through currently \$10
ID card replacement fee (lost cards)	10.00 per card
Liability Insurance (N/AH students only)	cost pass-through (5)
Portfolio Assessment for Prior Learning	125.00

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

D) COURSE FEES:

These course fees are in accordance with programs listed in the College Catalog.

<u>Fee Category</u>	<u>Courses Included</u>	
A	Materials Fee - Computer laboratory	25.00
B	Materials Fee - Art (some courses), Civil Engineering, Drafting Computer Graphic Arts	40.00
C	Materials Fee – Auto Tech, Science	75.00
F	First Day Digital Books (some courses)	cost pass-through (6) currently \$43.75-\$112 per course
G	Lab Instruction Fee – 1 Contact	114.00
H	Lab Instruction Fee – 2 Contacts	228.00
I	Lab Instruction Fee – 3 Contacts	342.00
J	Materials Fee – DMS 106, DMS 210 DMS 221	50.00
K	Curriculum Review Fee	425.00
O	Online Program Delivery Fee	75.00
Q	QuickBooks Certification Fee – BUS 207	150.00
W	Materials Fee – BIO 212 (Wetlands Institute)	250.00
Y	Honors Research Lab Fee – BIO 230	200.00

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY

100% refund before semester begins
50% refund during partial refund period only (7)

PARKING FINES

- (1) Parking in a fire lane or no parking zone - \$10 fine
- (2) Parking in a loading/visitor space beyond time limit - \$10
- (3) Parking in a manner which creates a hazard - \$10
- (4) Parking in more than one parking space - \$10
- (5) Parking in a designated space without proper permit - \$25

OFFICE OF STUDENT AFFAIRS FINES

- (1) Alcohol Related Violations (Use or possession under prohibited circumstances)
 - a. First violation - \$50 fine
 - b. Second violation - \$100 fine
 - c. Third violation - \$150 fine
- (2) Illegal Drug Related Violations* (Use or possession of illegal drugs or drug paraphernalia)
 - a. First violation - \$100 fine
 - b. Second violation - \$200 fine

*For violations dealing with the manufacturing, sale, purchase or distribution of illegal drugs or controlled substances all first time violations may result in expulsion.
- (3) Other Violations (includes obstruction/disruption, failure to comply, and safety-related violations)
 - a. First violation - \$50 fine
 - b. Second violation - \$100 fine
 - c. Third violation - \$150 fine

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

PRINT MANAGEMENT FEES

(in excess of free copies allotted per semester)

Per Black Ink Page	\$0.07
Per Color Ink Page	\$0.22

LIBRARY FINES

Fines - \$.25 per day, per item overdue with a \$10.00 maximum per item

Replacement – Cost of the item plus \$5.00 processing fee per item.

Withdrawn item (item not being replaced) – Cost of the item (i.e. Amerifolio)

Notes

- (1) Out-of-county residents must apply for a Certificate of Residence (charge-back) from their home county as required by State statute 18A:64A-23 and 18A:64B-4.
- (2) The General Service Fee, allocated for both non-salary and salary expenditures, is collected and used for services which will assist and serve students such as library, academic support center, student affairs, athletics, student activities, etc.
- (3) The Capital Construction Fee is collected by the College for the purpose of addressing the asset renewal, maintenance, and restoration for student and academic facilities on campus.
- (4) Processing and administering of all standardized tests are charged for the actual cost to purchase the test (approximately \$30 to \$50 per test) plus a \$30 fee to administer the test.

Lexis-Nexis subscriptions are charged to the student at the actual cost of the subscription. This cost is currently \$40 per year. This subscription is optional for paralegal students who desire off-campus access to Lexis-Nexis.

- (5) Liability insurance is mandated for all Nursing and Allied Health students. The \$50 assessment is a current estimate. The actual fee will reflect the actual pass-through cost of insurance.

**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

Notes (continued)

- (6) Digital books are offered in some courses and are provided by Barnes and Noble through the First Day program. These digital books are charged to the student at the actual Barnes and Noble cost to the College. The current cost of digital books being offered is \$43.75 - \$112.
- (7) Dates for the partial refund period can be found on the “Add/Drop and Audit Withdrawal Dates” schedule that is listed on the College’s website on the Registration page. These dates are semester specific.
- (8) The laptop purchase program is to ensure all students have access to online access and delivery of programs. The laptop purchase can be waived upon proof of ownership. The cost of the laptop is dependent on the program for which the student is enrolled in.
- (9) The Admin Systems Fee is collected by the College for the purpose of implementing a new ERP system on both college campuses.



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND FISCAL YEAR 2023 TUITION AND FEE SCHEDULE.

WHEREAS, Rowan College of South Jersey - Cumberland campus has a need to revise the tuition and fee schedule for the Fiscal Year 2023, and

WHEREAS, the Fiscal Year 2023 proposed tuition and fee schedule calls for a \$3 increase in tuition (\$111 to \$114 per credit hour) for Cumberland and Gloucester county residents and no increase in the general service fee and capital construction fee or admin systems fee (remaining at \$42.00 per credit hour, \$2.00 per credit hour, and \$2.00 per credit hour, respectively); and


WHEREAS, the proposed changes will bring the total tuition and per credit fees to \$160.00 per credit hour resulting in an annual increase of \$72 for a full-time student; and

WHEREAS, other fees may apply as appropriate;

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the Fiscal Year 2023 tuition and fees schedule.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held March 8th 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



**CUMBERLAND CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

<u>A) TUITION:</u>	<u>PER CREDIT</u>
Cumberland and Gloucester County residents	\$114.00
Out-of-County residents	142.00 (1)
High School Option (HSOP)	75.00*
*cost per credit, no fees, no limit on the number of courses	
High School Dual Option	50.00**
**\$50.00 per credit with no fees for classes taken at HS, if taken at RCSJ pay HSOP rate	
Partnership Agreements	33% discount
Discount on tuition and per credit fees only	
Senior Citizens	100% discount
Discount on tuition only	

<u>B) REQUIRED FEES AND EQUIPMENT:</u>	<u>PER CREDIT</u>
General Service Fee	\$ 42.00 (2)
Capital Fee	2.00 (3)
Admin Systems Fee	2.00 (9)
Lap Top	cost pass-through, \$600-\$800 (8)

<u>C) OTHER FEES:</u>	<u>PER OCCURRENCE</u>
Graduation Fee	65.00
Transcripts – Standard Processing	cost pass-through + 5.00 per request
Transcripts – Expedited Processing	cost pass-through + 10.00 per request
Transcripts – Same Day Processing	25.00 per request
Replacement Diploma	35.00
Lexis-Nexis Annual Fee	cost pass-through (4) currently \$40 per year
Selective Admissions Entrance Exam	cost pass-through + \$30 administration (4)
Selective Admissions Late Registration/Reschedule Fee	15.00
Other Standardized Tests	cost pass-through + \$30 administration (4)
Accuplacer Challenge Fee	10.00 per section
Nursing and Health Professions Program Fee	\$1,500 per semester
Radiography Program Fee	\$800 per semester
Stop &/or Reissue Check Fee	cost pass-through + \$30 administrative fee
Returned Check Fee	cost pass-through + \$30 administrative fee
ID card replacement fee (lost cards)	10.00 per card
Liability Insurance (N/AH students only)	cost pass-through (5)
Portfolio Assessment for Prior Learning	125.00

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

D) COURSE FEES:

These course fees are in accordance with programs listed in the College Catalog.

<u>Fee Category</u>	<u>Courses Included</u>	
A	Materials Fee - Art Studio (per credit)	40.00
C	Materials Fee – Science	75.00
D	Applied Music	230.00
E	Foreign Language (per credit)	10.00
F	First Day Digital Books (some courses)	cost pass-through (6) currently \$43.75-\$112 per course
G	Lab Instruction Fee – 1 Contact	100.00
H	Lab Instruction Fee – 2 Contacts	200.00
I	Lab Instruction Fee – 3 Contacts	300.00
K	Curriculum Review Fee	425.00
O	On-line Program Delivery Fee	75.00

REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY

100% refund before semester begins

50% refund during partial refund period only (7)

PRINT MANAGEMENT FEES

(in excess of free copies allotted per academic year)

Per Black Ink Page	\$0.05
Per Black Ink Page (duplex)	\$0.07

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

LIBRARY FINES

Late Fees:

- Books - \$.10 per day, per item overdue up to replacement cost
- CD-ROM - \$.25 per day, per item overdue up to replacement cost
- DVD/Videos - \$.25 per day, per item overdue up to replacement cost
- Reserve Material - \$2.00 per day

Replacement

- Current Price Available - Cost of the item plus \$5.45 processing fee.
- No In-Print Price
 - Books - \$55.00 plus \$5.45 processing fee
 - Video - \$30.00 plus \$5.45 processing fee

Notes

- (1) Out-of-county residents must apply for a Certificate of Residence (charge-back) from their home county as required by State statute 18A:64A-23 and 18A:64B-4.
- (2) The General Service Fee, allocated for both non-salary and salary expenditures, is collected and used for services which will assist and serve students such as library, academic support center, student affairs, athletics, student activities, etc.
- (3) The Capital Construction Fee is collected by the College for the purpose of addressing the asset renewal, maintenance, and restoration for student and academic facilities on campus.
- (4) Processing and administering of all standardized tests are charged for the actual cost to purchase the test (approximately \$30 to \$50 per test) plus a \$30 fee to administer the test.

Lexis-Nexis subscriptions are charged to the student at the actual cost of the subscription. This cost is currently \$40 per year. This subscription is optional for paralegal students who desire off-campus access to Lexis-Nexis.
- (5) Liability insurance is mandated for all Nursing and Allied Health students. The \$50 assessment is a current estimate. The actual fee will reflect the actual pass-through cost of insurance.

**ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
TUITION AND FEES SCHEDULE
(Effective September 2022)**

(Continued)

- (6) Digital books are offered in some courses and are provided by Barnes and Noble through the First Day program. These digital books are charged to the student at the actual Barnes and Noble cost to the College. The current cost of digital books being offered is \$43.75 - \$112.
- (7) Dates for the partial refund period can be found on the “Add/Drop and Audit Withdrawal Dates” schedule that is listed on the College’s website on the Registration page. These dates are semester specific.
- (8) The laptop purchase program is to ensure all students have access to online access and delivery of programs. The laptop purchase can be waived upon proof of ownership. The cost of the laptop is dependent on the program for which the student is enrolled.
- (9) The Admin Systems Fee is collected by the College for the purpose of implementing a new ERP system on both college campuses.



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – GLOUCESTER CAMPUS FISCAL YEAR 2023 CAPITAL BUDGET.

WHEREAS, Rowan College of South Jersey – Gloucester Campus has a need for a FY2023 capital budget, and


WHEREAS, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

WHEREAS, Rowan College of South Jersey – Gloucester Campus will use the \$3,915,000 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March, 2022 that the Rowan College of South Jersey – Gloucester Campus Fiscal Year 2023 capital budget has been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



**ROWAN COLLEGE OF SOUTH JERSEY
GLOUCESTER CAMPUS
1400 TANYARD ROAD
SEWELL, NJ 08080**

**PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR
JULY 1, 2022 to JUNE 30, 2023**

Capital
Appropriations for
School Year 2022-2023

CAPITAL SOURCES

County Share of Capital Bonds	\$1,957,500
Anticipated State Reimbursement of Bond Principal	<u>1,957,500</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$3,915,000</u>

CAPITAL USES

Various building and infrastructure renovations and repairs	<u>\$3,915,000</u>
TOTAL CAPITAL USES	<u>\$3,915,000</u>



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE PROPOSED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND CAMPUS FISCAL YEAR 2023 CAPITAL BUDGET.

WHEREAS, Rowan College of South Jersey – Cumberland Campus has a need for a FY2023 capital budget, and


WHEREAS, the Chapter 12 funds are available thru the issuance of County debt and funded equally by the State and County; and

WHEREAS, Rowan College of South Jersey will use the \$3,308,000 for various building and infrastructure renovations and repairs as described in the College’s Facilities Long Range Master Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees on the 8th day of March, 2022 that the Rowan College of South Jersey - Cumberland Campus Fiscal Year 2023 capital budget has been acknowledged and accepted.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
3322 COLLEGE DRIVE
VINELAND, NJ 08360

PROPOSED CAPITAL BUDGET FOR SCHOOL YEAR
JULY 1, 2022 to JUNE 30, 2023

	Capital Appropriations for <u>School Year 2022-2023</u>
<u>CAPITAL SOURCES</u>	
County Share of Capital Bonds	\$1,654,000
Anticipated State Reimbursement of Bond Principal	<u>1,654,000</u>
TOTAL CAPITAL SOURCES – COUNTY BOND ISSUE	<u>\$3,308,000</u>
 <u>CAPITAL USES</u>	
Various building and infrastructure renovations and repairs	<u>\$3,308,000</u>
TOTAL CAPITAL USES	<u>\$3,308,000</u>



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE BOYS AND GIRLS CLUB OF GLOUCESTER COUNTY AND THE ROWAN COLLEGE FOUNDATION AT GLOUCESTER COUNTY

WHEREAS, the Rowan College of South Jersey (RCSJ) Board of Trustees, The Boys and Girls Club of Gloucester County (BGCGC), and the Rowan College Foundation at Gloucester County (RCF) deem it in the best interests of all parties to enter into an Memorandum of Understanding;

WHEREAS, this agreement will allow BGCGC to utilize tuition assistance and scholarship support, use of facilities, and programmatic support;


WHEREAS, this agreement will allow greater access and collaboration among a well-respected non-profit community partner serving children ages 5-18 and supports youth in their educational endeavors;

WHEREAS, BGCGC will be required to follow all RCSJ policies and procedures, in addition to furnishing the necessary insurance requirements for utilization of RCSJ facilities/space.

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the Memorandum of Understanding between the BGCGC and RCF and authorizes the execution of the agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN DYNAMIC SECURITY AND ROWAN COLLEGE OF SOUTH JERSEY

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, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and


WHEREAS, a proposal was submitted by Dynamic Security to provide, configure and commission IP surveillance cameras at the Allied Health Building for a total of \$31,195.61 based on GSA contract number 07F-0251X; and

WHEREAS, the Vice President and Chief Operating Officer 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 hereby authorizes entering into an agreement with Dynamic Security in the amount of \$31,195.61 for the installation of a video surveillance system in the Allied Health Building based on GSA contract pricing.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MAC'S SECURITY SYSTEMS AND ROWAN COLLEGE OF SOUTH JERSEY

WHEREAS, Pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase goods or services for materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted without public advertising for bids; and

WHEREAS, Pursuant to the provisions of NJSA 18A:64A-25.5 (19), the Board of Trustees may by resolution purchase goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

WHEREAS, the college administration has determined that Mac's Security Systems is the sole source provider of an integrated security system and associated software for the Allied Health Building; and

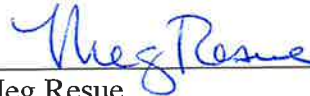
WHEREAS, Mac's Security Systems has submitted a proposal to provide proprietary hardware and software for a total of \$33,676.94; and

WHEREAS, the Vice President and Chief Operating Officer 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 hereby authorizes entering into an agreement with Mac's Security Systems in the amount of \$33,676.94 for the installation of integrated security hardware and software in the Allied Health Building.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees



RCSJ - GLOUCESTER - PERSONNEL ACTIONS **DATE: 3/8/2022**

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

(4) Four Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Coordinator, Financial Aid	Natasha Severino	Resignation	Internal Hire	\$16.01 per hour	2/5/2022
Custodian	Thomas Lubonski	Reassignment	Internal Hire	\$19.17 per hour (no change)	2/14/2022
Student Engagement Specialist	Brianna Berrios	Retirement	Internal Hire	\$22.98 (no change)	3/21/2022
Team Coordinator III, Student Engagement	Cassandra Taylor	Reassignment	Internal Hire	\$14.62 per hour	2/21/2022

(2) Two Part-Time Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Assistant Men's Wrestling Coach- 2nd Assistant	Mark Fischer	New Position	External Hire	\$1,500.00 per year	2/7/2022
Assistant Basketball, Coach	Derek Wakely	Resignation	External Hire	\$2,482.00 per year	1/24/2022

(1) One Resignation:

Title	Name	Rationale	Salary	Effective Date
Counseling Advisor	Samantha Frost	Resignation	\$40,900.00 per year	2/18/2022

(1) One Termination

Title	Name	Rationale	Salary	Effective Date
Act Program Instructor	Karen Quigley	Termination with non-compliance with Board Policy - 7503 Safe Post - Emergency Resistant	\$51,598.24 per year	3/8/2022

(1) One Retirement:

Title	Name	Rationale	Salary	Effective Date
Professor, Communication & Arts	Dr. Sylvia Baer	Retirement	\$127,195.04 per year	1/1/2023

(7) Seven Adjunct 2021-2022 New Hires:

Name	Division
Madison Read	Nursing & Health Professions
Melissa Sweeney	Nursing & Health Professions
Tiffany Pipitone	Nursing & Health Professions
Mary Demarco	Business Studies
Kate Cronk	Business Studies
Louis Russo	Education and Humanities
Daniel Kuzma	Education and Humanities

(1) One President Recommendation:

1. Summer Schedule: Implement a flexible summer schedule beginning Friday, May 20, 2022 and ending Friday, August 12, 2022. *The college is closed on Fridays during the Summer Schedule. Therefore, the required 35-hour workweek is compressed Monday through Thursday, totaling 8.75 work hours per day.
--

DATE: 3/8/2022

RCSI - CUMBERLAND - PERSONNEL ACTIONS

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

(3) Three Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Men's Head Cross Country Coach	Lawrence Hickman	Resignation	Internal Candidate	\$4,500.00 per year	2/1/2022
Women's Head Cross Country Coach	Lawrence Hickman	Resignation	Internal Candidate	\$4,500.00 per year	2/1/2022
Administrative Assistant, Academics	Kelly Grennon	Resignation	Internal Candidate	\$22.45 per hour	2/28/2022

(3) Three Resignations:

Title	Name	Rationale	Salary	Effective Date
Student Accounts Specialist	Jenise Rosa	Resignation	\$40,645.00 per year	3/1/2022
Senior Administrative Assistant	Linda Scully	Resignation	\$49,766.00 per year	2/25/2022
Assistant Director, Adult Basic Education	Patricia Gilmore	Resignation	\$53,359.00 per year	3/4/2022

(1) One Retirement:

Title	Name	Rationale	Salary	Effective Date
Financial Aid Technical Assistant III	Zoraida Cortez-Stolar	Resignation	\$56,332.00 per year	7/1/2022

(1) One President's Recommendation:
 [112 Reappointments for 2022-2023]



Reappointment of the following employees by Association for the 2022-23 academic year:
Administrators Association

Nathaniel	Alridge	Director - Diversity, Equity, Title IX & Judicial Affairs
Ashley	Amoriello	Director I, Student Support Services
Deborah	Bartley	Director II, Theatre Programs
Tiffany	Bonsall	Director II, College Registrar
Sarah	Carangelo	Project Director, Gear Up
Helen	Cardoso	NSF Student Development Advisor
Cristofer	Cecola	Technical Coordinator
Veronica	Chainey	Director HSI Programs
Judith	Cirucci	Instructional Designer
Marissa	Collins	Student Development Advisor, Student Support Services
Jaime	Connolly	Director III, Advisement
Jonathan	DiJamco	Director - Student Life & Athletics
Kyle	Dodge	Web and New Media Coordinator
Patricia	Gilmore	Assistant Director - ABE
April	Gomez	Student Development Advisor, Student Support Services
Jacqueline	Greenwell	Director II, Clay College
Beatrice	Hughes	Director of Operations
*Maria	LeBlanc	Director II, Foundation/Alumni
Christopher	Lopez	Assistant Director
Joy	MacMahan	Program Director, Radiography
Traci	Mayo	Coordinator, Health Professions Programs
Patricia	Mooneyham	Assistant Director, Business Development
Danielle	Nicastro	Program Director Practical Nursing
Cynthia	Overs	Assistant Director, Grant Development and Management
Trinee	Parson	Student Dev. Advisor, ATC
Nyambura	Phillips	Director III, Admissions and Recruitment
Frank	Piccioni III	Student Dev. Advisor, ATC
Brandon	Pugh	Institutional Research Analyst
Reta	Rios	Director, Career Services
Christopher	Rodriguez	Director III, Financial Aid
Shanice	Ruiz	Advisor, CCCR
Samuel	Santos	Programmer Application Developer
Patti	Schmid	Head Librarian II
Donald	Slomin	Director II, Network & Computer Systems Administrator
Amanda	Sorshek	Assistant Director- EOF
Iris	Torres	Assistant Director, Las Vias
Meredith	Vicente	Senior Director Disabilities Support Services
John	Wojtowicz	Director
Melissa	Wright	Director, Testing Services

* As a conditional approval, contingent upon Foundation approval of an MOU with the college. Should they go independent of the college, this document will be null and void as of June 30, 2022.



FACE Association

Janet	Cardoso	Testing Technician, Testing & Tutoring
Brittany	Cresci	Administrative Specialist, Advisement
Jillian	Durham-Pierce	Administrative Specialist, EOF
Andrea	Enders	Bursar Accountant
Parth	Eubanks-Leach	Administrative Assistant, Early College
Yajaira	Flores	NSF-Bilingual Recruiter
Latoya	Gibbons	Supervisor, Recruitment
Ahmad	Graves-El	Marketing/Communication Specialist II
Maria	Honorio	Athletic Trainer, Instructor
Debra	Iacovelli	Administrative Assistant, Student Life and Athletics
Tionne	King	Marketing/Communication Specialist II
Brooke	Mendibles	Student Development Specialist, EOF
Isabelle	Nicholas	Administrative Specialist, Student Life
Joyce	Pugh	Administrative Assistant - Nursing
Catherine	Raymond	Grant Development Specialist II
Evelyn	Rodriguez	Supervisor II, One Stop Enrollment Services
Jennifer	Schwarz	Administrative Specialist, TRIO/SSS
Ruth	Thompson	Call Center Specialist
Janae	Walters	Program Specialist, Displaced Homemakers
Michele	Zakian	Administrative Assistant, Student Services

Technical Assistants Association

Rebekah	Batten	Representative III, One Stop Enrollment Services
David	Brecht	Information Technology Support Specialist
Carmen	Cattafi	Library Services Assistant
David	D'Ascoli	Information Technology Support Specialist
Jonathan	Fisher	IT, Technician
Karen	Henry	Financial Aid - Technical Assistant III
Melanie	Martinez	Financial Aid - Technical Assistant III
Barbara	Robinson	Financial Aid - Technical Assistant III
Richard	Taylor	Learning Assistant III Science
Aida	Torres	Representative III, One Stop Enrollment Services



Faculty Association

William	Addison	Assistant Professor I
Ruby	Aparicio-Pagan	Mental Health Counselor
Ismail	Asadov	Assistant Professor II
Joshua	Austin	Assistant Professor II
Cortney	Bolden	HSI - Administrative Instructor Engineering
Judith	Capuzzi	Associate Professor
Amanda	Cocking	Assistant Professor II
Richard	Curcio	Associate Professor
Shelly	Dean	Associate Professor
Adrian	DeWindt-King	Professor
William	Dugan	Assistant Professor II
Kathleen	Felice	Associate Professor
Donald	Forcinito	Associate Professor
Valerie	Gouse	Assistant Professor II
Carole	Grusemeyer	Associate Professor Science
Charlotte	Grussenmeyer	Assistant Professor II
Anthony	Haddad	HSI-Administrative Instructor Cyber Security
Jan	Hanselman	Behavioral Health - Assistant Professor I
Sandra	Hartman-Reid	Associate Professor
Kelly	Hayden	Librarian
Mary	Herlihy	Professor
Arthur	Horn	Counselor EOF
Karrol	Jordan	Assistant Professor I
Charles	Kocher	Professor
Michael	Laun	Administrative Instructor, Business Studies
Michael	Lemon	Administrative Instructor
Katie	Lloyd	Assistant Professor II
John	Lore	Assistant Professor I
Natalee	McLeary	Assistant Professor II
Michael	Mills	Associate Professor
Yajaira	Montero	Counselor EOF
Earle	Myers	Assistant Professor I
Majid	Noori	Professor Engineering
Melissa	Oliva	Assistant Professor II
Renee	Post	Communications - Associate Professor
Mark	Randa	Assistant Professor I
Michelle	Swerdlow	Assistant Professor II
Mary	Thorstensen	Associate Professor
Kimberly	Thow	Associate Professor
Melissa	Young	Assistant Professor II
Mark	Zorzi	Assistant Professor II



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE EMERGENCY MEDICAL TECHNICIAN TRAINING

WHEREAS, Rowan College of South Jersey has a need to acquire professional Emergency Medical Technician Training Services; and

WHEREAS, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

WHEREAS, on February 18, 2022 one (1) proposal was received and publicly opened; and


WHEREAS, the College's administration has determined that Inspira Health has met the criteria as specified; and

WHEREAS, the Chief Financial Officer for the College has certified that funds are available for this purchase; 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 Inspira Health to provide professional EMT Training services on an as needed basis for a period of April 1, 2022 through March 31, 2023 with an option to extend for an additional year beginning April 1, 2023 and ending March 31, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chairperson

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO PROVIDE MOBILITY VEHICLE OPERATOR TRAINING

WHEREAS, Rowan College of South Jersey has a need to acquire professional Mobility Vehicle Operator Training Services; and

WHEREAS, in accordance with PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws for Fair and Open Contracts a Request for Proposals was prepared and duly advertised; and

WHEREAS, on February 18, 2022 one (1) proposal was received and publicly opened; and

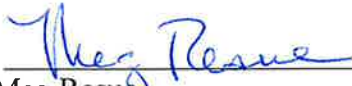
WHEREAS, the College's administration has determined that Inspira Health has met the criteria as specified; and

WHEREAS, the Chief Financial Officer for the College has certified that funds are available for this purchase; 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 Inspira Health to provide professional Mobility Vehicle Operator Training services on an as needed basis for a period of April 1, 2022 through March 31, 2023 with an option to extend for an additional year beginning April 1, 2023 and ending March 31, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chairperson

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN PREFERRED PARTY PLACE AND ROWAN COLLEGE OF SOUTH JERSEY

WHEREAS, Rowan College of South Jersey needs a vendor to provide tents and seating for graduation on the Cumberland Campus; and

WHEREAS, county college contract law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

WHEREAS, since the anticipated aggregate expense will exceed the quote threshold of \$7,500 two quotes were solicited; and


WHEREAS, Rowan College of South Jersey intends to enter into a contract with Preferred Party Place for providing tents, chairs and setup in the amount of \$26,251.93 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

WHEREAS, the Vice President and Chief Operating Officer 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 hereby authorizes entering into an agreement with Preferred Party Place in the amount of \$26,251.93 for tents, chairs and event setup.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN POCKET NURSE AND ROWAN COLLEGE OF SOUTH JERSEY PURSUANT TO N.J.S.A. 52:34-6.2 AND LFN 2012-10

WHEREAS, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, by resolution and without advertising for bids, may purchase any materials, supplies, goods, services or equipment entered into under a National Cooperative Purchasing Program; and

WHEREAS, Rowan College of South Jersey intends to enter into contracts with National Cooperative Vendor, Pocket Nurse, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and


WHEREAS, the college will purchase training beds with headwall compressors and associated accessories from Pocket Nurse as per quote number 1248460-0 in the amount of \$217,750 using OMNIA contract R190201.

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase of training beds with headwall compressors and associated accessories from Pocket Nurse using OMNIA Partners Contract number R190201 in the amount of \$217,750.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chairperson

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION TO GRANT THE POLICE ACADEMY PERMISSION TO APPLY AND UPON AWARD, ACCEPT FUNDING FOR LAW ENFORCEMENT OFFICERS TRAINING AND EQUIPMENT FUND (LEOTEF) GRANT FROM THE STATE OF NEW JERSEY, OFFICE OF THE ATTORNEY GENERAL, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Board of Trustees of Rowan College of South Jersey hereby certifies that permission has been granted to the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant sub-award number: LEOTEF -08-22; and


WHEREAS, the period of the program will be July 1, 2021, to June 30, 2022, in the amount of \$11,776.00; and

WHEREAS, The Police Academy will assist staff of Law and Justice with operational capacity; 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 the Police Academy to apply and upon award, accept funding from the State of New Jersey, Office of the Attorney General, Department of Law and Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) grant for the period of July 1, 2021, to June 30, 2022, in the amount of \$11,776.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN APPLIED SCIENCE DEGREE IN VETERINARY TECHNOLOGY ON THE GLOUCESTER CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Applied Science degree in Veterinary Technology on the Gloucester Campus; and


WHEREAS, this program will be offered beginning September 1, 2023; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in Veterinary Technology or desire to work directly in the field as a Veterinary Technologist; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer an Associate in Applied Science Degree in Veterinary Technology beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER AN ASSOCIATE IN APPLIED SCIENCE DEGREE IN WIND POWER AND TURBINE TECHNOLOGY

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services to offer an Associate in Applied Science degree in Wind Power and Turbine Technology; and

WHEREAS, this program will be offered beginning September 1, 2023; and


WHEREAS, this program is being developed with the grant awarded to RCSJ for the Wind Turbine Technician Training Challenge through the New Jersey Economic Development Authority and the Office of the Secretary of Higher Education; and

WHEREAS, this program will provide two years of concentrated study in education for those who plan to pursue a baccalaureate degree in either Wind, Environmental or Sustainability Studies, or in Engineering, or desire to work directly in the field as a Wind Turbine Technologist; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution for Academic Services to offer an Associate in Applied Science Degree in Wind Power and Turbine Technology beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE IN WIND POWER AND TURBINE TECHNOLOGY

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate in Wind Power and Turbine Technology; and

WHEREAS, this program will be offered beginning January 1, 2023; and


WHEREAS, this program is being developed with the grant awarded to RCSJ for the Wind Turbine Technician Training Challenge through the New Jersey Economic Development Authority and the Office of the Secretary of Higher Education; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Wind Power and Turbine Technology or enter into the workforce as a Wind Turbine Technologist; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate in Wind Power and Turbine Technology beginning January 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN ACCOUNTING ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Accounting on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Accounting or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Accounting on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN BUSINESS SOFTWARE TOOLS ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Business Software Tools on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Business Administration or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Business Software Tools on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN COMPUTER GRAPHIC ARTS: GAME/INTERACTIVE DESIGN ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Computer Graphic Arts: Game/Interactive Design on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Computer Graphic Arts: Game/Interactive Design or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Computer Graphic Arts: Game/Interactive Design on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN COMPUTER GRAPHIC ARTS: PRINT DESIGN ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Computer Graphic Arts: Print Design on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and

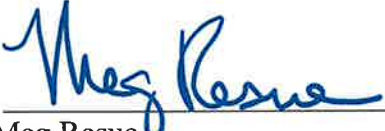
WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Computer Graphic Arts: Print Design Option or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Computer Graphic Arts: Print Design on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN DIGITAL MARKETING ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Digital Marketing on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and

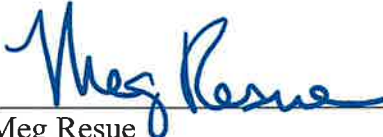
WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Digital Marketing or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Digital Marketing on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN MANAGEMENT ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Management on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Human Resource Management or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Management on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN TECHNOLOGY HELP DESK SUPPORT ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Technology Help Desk Support on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Computer Information Systems or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Technology Help Desk Support on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN WEBSITE DEVELOPMENT ON THE CUMBERLAND CAMPUS

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to Academic Services to offer a Certificate of Achievement in Website Development on the Cumberland Campus; and

WHEREAS, this program will be offered beginning September 1, 2022; and


WHEREAS, this program has been, and will continue to be offered on the Gloucester Campus; and

WHEREAS, this program will provide concentrated study in education for those who plan to continue their education for a full degree in Computer Information Systems or enter into the workforce; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes Academic Services to offer a Certificate of Achievement in Website Development on the Cumberland Campus beginning September 1, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND ACCEPT FUNDING FROM THE NJ DEPARTMENT OF HUMAN SERVICES DIVISION OF AGING FOR THE R.S.V.P AMERICORPS SENIORS STATE HEALTH INSURANCE ASSISTANCE PROGRAM GRANT FOR GLOUCESTER COUNTY RESIDENTS

WHEREAS, Rowan College of South Jersey’s Board of Trustees hereby certifies that permission has been granted to apply and upon reward, accept funding for the R.S.V.P. AmeriCorps Seniors State Health Insurance Assistance Program Grant for the Gloucester Campus; and


WHEREAS, the period of this grant is from April 1, 2022 – March 31, 2023 in the amount of \$33,000; and

WHEREAS, this program is designed to provide funds for the R.S.V.P. AmeriCorps Seniors program to provide the State Health Insurance Assistance Counseling Program to Gloucester County residents and funds will be used to provide free help through the use of trained volunteer counselors to New Jersey Medicare beneficiaries who have problems with, or questions about their health insurance. Volunteer counselors do not provide legal advice, sell, recommend, endorse any specific insurance product, agent, insurance company or plan.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of Rowan College of South Jersey hereby authorizes approval by resolution to apply and upon award, accept funding from the NJ Department of Human Services Division on Aging for the R.S.V.P. AmeriCorps Seniors State Health Insurance Assistance Program Grant – Gloucester Campus for the period of April 1, 2022 – March 31, 2023 in the amount of \$33,000.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR AND ACCEPT
FUNDING FROM THE STATE OF NJ DEPARTMENT OF LABOR AND
WORKFORCE DEVELOPMENT'S OPPORTUNITY PARTNERSHIP
TRAINING GRANT**

WHEREAS, the Career and Technical Education Division is requesting approval from Rowan College of South Jersey Board of Trustees to apply for up to \$200,000 in funding from the New Jersey Department of Labor and Workforce Development; and

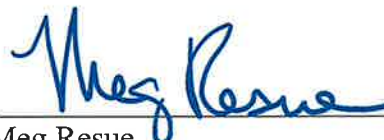
WHEREAS, authorization is needed to apply for, and upon award, accept this funding for the period of July 1, 2022 to June 30, 2023; and

WHEREAS, funds will be used to assist displaced/dislocated workers secure employment by providing occupational training in industry sectors recognized and driven by employers' "in-demand" needs. Training will lead to an industry-recognized certificate, credential, or licensure required by employers in demand industry sectors.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes the approval of the resolution for the Career and Technical Education Division to apply for and accept up to \$200,000 in funding from the New Jersey Department of Labor and Workforce Development's Opportunity Partnership Training Grant for the period of July 1, 2022 to June 30, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AMENDMENT TO THE CONTRACT BETWEEN THE COUNTY OF GLOUCESTER AND ROWAN COLLEGE OF SOUTH JERSEY-GLOUCESTER CAMPUS FOR THE PROVIDER OF OCCUPATIONAL/EDUCATIONAL TRAINING SERVICES TO INDIVIDUALS THROUGH THE WIOA INCUMBENT WORKER TRAINING (IWT) PROGRAM

WHEREAS, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to accept and sign the Contract between the County of Gloucester and Rowan College of South Jersey-Gloucester Campus as a provider of Occupational and Educational services; and

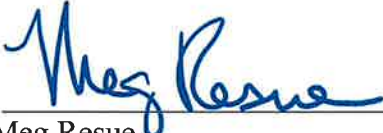
WHEREAS, the period of the contract amendment will begin January 1, 2022 through December 31, 2022 with one remaining one-year renewal option. Upon 30 days written notice, either party may terminate this agreement without cause; and

WHEREAS, this program is for the purpose of providing work-based training and upskilling intended to increase the skill levels of employees and assist employers with developing and maintaining a quality workforce. These services will be paid via the WIOA Incumbent Worker Training Program funds; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the administration to accept and sign the Shared Services Agreement between the County of Gloucester and Rowan College of South Jersey-Gloucester Campus as a provider of Occupational and Educational training services for an amount not to exceed \$231,076.82 for the period of January 1, 2022 through December 31, 2022.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO SUBMIT A PERKINS CAREER AND TECHNICAL
EDUCATION GRANT BUDGET AMENDMENT REQUEST TO THE NJ
DEPARTMENT OF EDUCATION FOR THE CUMBERLAND CAMPUS**

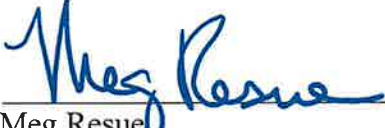
WHEREAS, the New Jersey Department of Education requires Board of Trustee approval for Rowan College of South Jersey-Cumberland (RCSJ-Cumberland) to submit a budget amendment request for its \$324,429, Fiscal Year 2021-2022 Perkins grant; and

WHEREAS, the New Jersey Department of Education requires the Board of Trustees to grant permission to RCSJ-Cumberland to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the New Jersey Department of Education during the current fiscal year; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes RCSJ-Cumberland to submit a budget amendment request to the New Jersey Department of Education for its FY 2021-22 Perkins Career and Technical Education Grant.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 8, 2022.


Gene J. Concordia, Chair

Attested: 
Meg Resue
Special Assistant to the Board of Trustees





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES TO SUBMIT A PERKINS CAREER AND TECHNICAL
EDUCATION GRANT BUDGET AMENDMENT REQUEST TO THE NJ
DEPARTMENT OF EDUCATION FOR THE GLOUCESTER CAMPUS**

WHEREAS, the New Jersey Department of Education requires Board of Trustee approval for Rowan College of South Jersey-Gloucester (RCSJ-Gloucester) to submit a budget amendment request for its \$295,455 Fiscal Year 2021-2022 Perkins grant; and

WHEREAS, the New Jersey Department of Education requires the Board of Trustees to grant permission to RCSJ-Gloucester to accept and expend these grant funds under the aforementioned budget amendment beginning immediately upon its approval by the New Jersey Department of Education during the current fiscal year; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes RCSJ-Gloucester to submit a budget amendment request to the New Jersey Department of Education for its FY 2021-22 Perkins Career and Technical Education Grant.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, March 8, 2022.

A handwritten signature in blue ink that reads "Gene J. Concordia".

Gene J. Concordia, Chair

Attested:

A handwritten signature in blue ink that reads "Meg Resue".

Meg Resue
Special Assistant to the Board of Trustees





Board of Trustees Policy Synopsis

1) Reaffirm Policy:

Background for policy reaffirmations:

The policy owners on both the Cumberland and Gloucester campuses worked collaboratively to review and reaffirm the policies as listed below.

7011 Harassment and Discrimination

7015 Alcohol and Other Drugs

7017 Conscientious Employee Protection (Whistleblower)

7103 Holidays

7401 Background Checks and Self-Disclosure

2) New Policy:

Background for policy development:

8701 Death of a Student

This policy was developed with the intention to assist College personnel who are responsible for executing the tasks that are the result of the death of a student.

3) Revise Policy:

Background for policy revision:

3001 Academic Divisions

This policy was revised to delineate Behavioral Sciences and Criminal Justice as a seventh division of RCSJ.



1
2 **Rowan College**
3 **of South Jersey**

4 **REAFFIRM**

5 Policy: 7011
6 Title: **HARASSMENT AND DISCRIMINATION**
7 Area: Human Resources
8 Approved: 07/01/19
9 **Reaffirmed: TBD**

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11
12 The Board of Trustees is committed to providing every College employee and student with a
13 workplace and educational environment free from unlawful harassment and discrimination. All
14 forms of employment and educational discrimination and harassment based upon race, creed
15 (religion), color, national origin, nationality, ancestry, age, sex (including pregnancy and sexual
16 harassment), marital status, domestic partnership or civil union status, affectional or sexual
17 orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic
18 information, liability for military service, or mental or physical disability, including AIDS and
19 HIV related illnesses are prohibited and will not be tolerated. Sexual harassment and sexual
20 assault, dating violence, domestic violence and stalking of employees or students are forms of
21 unlawful gender discrimination and violations of law and will not be tolerated.

22
23 The President will ensure that administrative procedure is developed, reviewed, and provided to
24 employees, students, and other appropriate persons to ensure compliance with federal and state
25 statutes and this policy.

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32 **References:**

- 33
34 Rowan College of South Jersey Administrative Procedure, *7011 Harassment and*
35 *Discrimination and 7013 Sexual Misconduct and the Rights of Victims*
36
37 Age Discrimination in Employment Act of 1967
38 Civil Rights Act of 1991
39 Family Education Rights and Privacy Act (FERPA)
40 Title IX of the Education Amendments of 1972
41 Clery Act Amendments - Violence Against Women Act (VAWA)



**Rowan College
of South Jersey**

REAFFIRM

Policy: 7015
Title: **ALCOHOL AND OTHER DRUGS**
Area: Human Resources
Approved: 07/01/19
Reaffirmed: TBD

The College is committed to cultivating a safe, orderly environment free of illegal activity for employees and students. As part of this commitment, the College will comply with the Drug Free Workplace Act, Drug Free Schools and Communities Act, and other relevant federal, state, and local substance abuse laws.

The College acknowledges that substance abuse is a serious, complex, but treatable condition which affects institutional productivity, stability, and safety. The use of alcohol and illicit drugs (illegal/legal drugs/controlled substances) is linked to risk factors associated with incidents of sexual assault, domestic violence, dating violence, and not limited to other forms of violence. Victims and witnesses are encouraged to report and cooperate with investigations of sexual assault, domestic violence, and dating violence, including incidents where there is an implication of alcohol or drug use.

The College offers programs and services to College employees and students to aid in their own recovery or help a family member with a substance dependency problem. Employees are encouraged to seek assistance as appropriate from the College’s Employee Assistance Program (EAP). Students can visit the Counseling and Wellness Center for support services and crisis intervention. Information obtained regarding an employee or student during participation in such programs or services will be treated as confidential in accordance with federal, state, and local laws.

The unlawful manufacture, distribution, possession, or use of any drugs and alcohol by employees, students, and visitors on College property or as part of any of the College’s activities is strictly prohibited. Employees found to be in violation of this policy will be subject to corrective action, up to and including termination, under applicable College policies and collective bargaining agreements, or may be required, at the discretion of the College, to participate satisfactorily in an EAP. Students found in violation of this policy will be subject to disciplinary action as outlined in the Student Code of Conduct (see policy 8007 *Student Code of*

41 *Conduct*). Violators other than employees or students may be removed from the campus or any
42 of its activities.

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44 The College will issue administrative procedure to detail the administration of a drug-free
45 awareness program, the availability of an employee assistance program, as well as counseling
46 services for students.

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77 References:

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79 Rowan College of South Jersey Board of Trustees Policy Manual, *8007 Student Code of*
80 *Conduct and Procedural Standards* and *7009 Employee Conduct and Work Rules*
81
82 Rowan College of South Jersey Administrative Procedure, *7015 Alcohol and Other Drugs*



1
2 **Rowan College**
3 **of South Jersey**

4 **REAFFIRM**

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6 Policy: 7017
7 Title: **CONSCIENTIOUS EMPLOYEE PROTECTION (WHISTLEBLOWER)**
8 Area: Human Resources
9 Approved: 07/01/19
10 Reaffirmed: TBD
11

12 The College strives to operate in an ethical, honest, and lawful manner and is committed to
13 providing an environment of integrity that encourages the disclosure of violations of law and
14 Board policy.
15

16 No employee or student of the College will take retaliatory action against any individual for
17 reporting suspected wrongdoing, for assisting in an authorized investigation of alleged
18 wrongdoing, or for refusing to participate in violation of a law or Board policy.
19

20 Administrative procedures will be developed for reporting suspected misconduct, providing
21 exclusions or special circumstances, and describing interference and retaliation. Notices
22 describing the Conscientious Employee Protection Act, (“Whistleblower”) and the College
23 designee for written communication, will be prominently displayed throughout the campus in
24 English and Spanish, and annually distributed to all employees electronically.
25

26 Individuals who self-report their own misconduct are not afforded protection by this policy.
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28 Violations of the prohibition against retaliation will result in disciplinary action up to and
29 including dismissal.
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35 **References:**

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37 Rowan College of South Jersey Administrative Procedure, *7017 Conscientious Employee*
38 *Protection (Whistleblower)*

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**Rowan College
of South Jersey**

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REAFFIRM

7

Policy: 7103

8

Title: **HOLIDAYS**

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Area: Human Resources

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Approved: 07/01/2019

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Reaffirmed: TBD

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Holidays are determined by action of the Board of Trustees in conjunction with the adoption of the annual College calendar. All full-time employees in active pay status will be granted time off with pay for all such holidays.

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If an employee works on a non-standard workweek and a holiday falls on ~~his/her~~ the scheduled day off, the employee will receive an alternate workday as compensatory time for that holiday.

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In the event this policy is in conflict with a collective bargaining agreement, the agreement governs.

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1
2 **Rowan College**
3 **of South Jersey**

4 REAFFIRM

5 Policy: 7401
6 Title: **BACKGROUND CHECKS AND SELF-DISCLOSURE**
7 **OF CRIMINAL ARRESTS AND/OR CONVICTIONS**
8 Area: Human Resources
9 Approved: 07/01/19
10 Reaffirmed: TBD

11
12 The College seeks to provide a safe and secure campus environment and protect its
13 financial and physical assets by establishing a formal background review and self-
14 reporting process for all full-time, part-time, and temporary employees; volunteers; work-
15 study students; interns (paid or unpaid); third-party consultants and/or contractors; or
16 other similar positions engaged in any work capacity effective on or after the date of this
17 policy.

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20 **Background Checks**

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22 Human Resources (HR) staff will conduct standard background checks (Criminal History
23 and Sex and Violent Offender Registry Checks) for all positions while some additional
24 checks (Educational and Employment verification, Motor Vehicle Records, License
25 verification, etc.) are conducted, as needed, based on appointment requirements.

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27 All appointments will be contingent upon the candidate consenting to the background
28 check. Individuals refusing to consent to or cooperate in securing the required
29 background checks or who provide inaccurate information will not be considered for the
30 position.

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32 Individuals may be disqualified from employment on the basis of a conviction disclosed
33 by a criminal history background check.

43 **Post-Appointment Self-Reporting**

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45 Once formally engaged (paid or unpaid) by the College, each individual will be required
46 to notify HR of any criminal activities with which they are charged, within 72 hours of
47 knowledge of the arrest or conviction.

48

49 The disclosed information will be used only if appointment related and will not
50 necessarily adversely affect the College's decision to engage the individual. Failure to
51 self-report any arrest or conviction however, may result in disciplinary action up to and
52 including termination.

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54 The President will establish administrative procedure to implement this policy.

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82 References:

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84 Rowan College of South Jersey Administrative Procedure, *7401 Background Checks and*
85 *Self-Disclosure of Criminal Arrests and/or Convictions*



1
2 **Rowan College**
3 **of South Jersey**

4
5 NEW
6

7 Policy: 8701
8 Title: **DEATH OF A STUDENT**
9 Area: Student Services
10 Approved: TBD
11

12 The death of a student denotes a loss for the College community as well as for the family
13 and friends of the deceased. In the event of a student death, the College community will
14 respond with concern, care, and respect for the student and his/her family and friends.
15 This policy is intended to assist College personnel who are responsible for executing the
16 tasks that are the result of such an unfortunate event.
17

18 The College has established administrative procedures for responding to the death of a
19 student, on or off campus, including grief counseling, student records, financial accounts,
20 personal property, academics, family member contacts, and various other matters.
21

22 Please refer to administrative procedure *8701 Death of a Student*, for the specific actions
23 required to address the needs of the deceased and his/her family in a timely manner.
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31 References:

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33 Rowan College of South Jersey Administrative Procedure, *8701 Death of a Student*
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**Rowan College
of South Jersey**

Policy: 3001
Title: **ACADEMIC DIVISIONS**
Area: Academic Services
Approved: 07/01/19, 06/09/20, 09/14/21
Revised: 03/08/22

The President will establish the organizational structure for the academic divisions of the College.

In establishing this structure, the President will ensure that it supports academic excellence and the economic development of the community.

There are seven (7) academic divisions as follows. Each division is headed by a dean.

1. Business Studies
2. Communication and Creative and Performing Arts
3. Education and Humanities
4. Nursing and Health Professions
5. Science, Technology, Engineering, and Mathematics (STEM)
6. Career and Technical Education (comprising both credit and non-credit Technical programming)
7. Behavioral Sciences and Criminal Justice