



Rowan College
of **SOUTH JERSEY**
BOARD OF TRUSTEES MEETING

REGULAR SESSION MINUTES
February 14, 2023

Vice Chair Ruby Love called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:00 p.m., which was held in-person on the Cumberland Campus in the Luciano Conference Center.

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 November 15, 2022, 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
Mr. Len Daws (via c. call)
Ms. Yolanda Garcia Balicki, Esq.
Ms. Ruby Love
Mr. Ken Mecouch
Dr. Warren Wallace
Mr. Douglas Wills, Esq.
Dr. Frederick Keating, President, Ex-Officio

Members Absent:

Ms. Ave' Altersitz
Ms. Jennica Bileci
Mr. Bob Bumpus
Mr. Gene Concordia
Rev. Dr. James Dunkins
Dr. Edward Geletka*

*Currently non-voting member pending NJ Governor's confirmation.

Advisor Present:

Mr. Chris Gibson, Esq.

Vice Chair Ruby Love welcomed everyone and proceeded to introduce Dr. Keating for the Student Recognition aspect of the agenda.

CUMBERLAND STUDENT RECOGNITION:

Dr. Keating introduced the following student groups' leadership to present their students.

Phi Theta Kappa-Rho Gamma Chapter

Michael Lemon, Advisor introduced Melissa Straub, Chapter President, who is pursuing a Nursing degree, and Kayla Ortiz, Executive Vice-President, who is majoring in Criminal Justice. Each student spoke about their unique educational pathways and future plans after attending RCSJ.

GEAR UP Student Mentors

Shanice Ruiz, Student Development Advisor, introduced the student mentors, Jesutofunmi (Funmi) Ayeni and Xavier Gonzalez, who are both majoring in is Biological/Health Science, and April Robledo, who is a Business Administration major. Each student got to address the Board of Trustees on their individual experiences as a peer mentor, as well as being RCSJ student. They also shared their future plans. (attachment)

EOF Grant Student Cohort

Tiffanie Williams, EOF Director, introduced Brandi Noble, a Human Resources Management major and Sinny Huang, a Computer Graphic Arts – Print Design major. Each addressed the Trustees and shared their experiences and the benefits each received from being a part of the EOF student cohort. Both let the Board know their intentions for the future.

Women Athletes – Representing Soccer & Basketball

Chris Lopez, Assistant Athletics Director spotlighted two of Cumberland’s women student athletes: Sydney King, a Liberal Arts major and Paige Dooley, a Criminal Justice major. Assistant Coach Lopez highlighted both of the women’s impressive accomplishments on and off the playing field/court. Each spoke about their personal experiences, as well as their future plans.

PRESIDENT’S REPORT

Dr. Keating presented an overview of the Rastelli Premier Partnership and Affiliation Agreement formalizing a partnership that offers Rastelli naming rights, employee educational benefits, office and meeting space, workforce placement and joint professional development, as well as expanded academic opportunities for our students on both the Cumberland and Gloucester campuses. He indicated the agreement would be up for Board approval later on the evening’s agenda. (attachment)

ACCEPTANCE OF MINUTES

The December 13, 2022 Regular Session Meeting minutes were approved as published.

FINANCE

Nick Burzichelli, Vice President/COO, presented the financial statements as listed below and noted the resolution to approve the Rastelli Premier Partnership and Affiliation Agreement as discussed by Dr. Keating.

Informational Item: Combined RCSJ Financial Statement and separate campus Financial Statements for the month ending January 31, 2023. (attached)

On the recommendation of the President, Trustee Mecouch made a motion, seconded by Trustee Wills, approving item 1 below: (document attached)

1. Rastelli Premier Partnership and Affiliation Agreement

PLANNING/FACILITIES

Nick Burzichelli, Vice President/COO, presented and explained the items listed below for action. Mr. Burzichelli was prepared to take questions from the Trustees; his explanation was clear and sufficient for the Trustees.

Informational Item: Campus Safety Crime Statistics Report – Rowan College of South Jersey Campus Safety Crime Statistics for December 2022 & January 2023 for both campuses (attached).

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Mecouch, approving the following items 1 through 8: (resolutions attached)

1. Execute contracts & documents: Arthur J. Ogren Inc.
2. Contract Agreement: EAB Global
3. Contract Agreement: Johnson Controls
4. Authorize Purchase: Applied Video Technology
5. Purchase Agreement: Kane Communications
6. Authorize Purchase: Pocket Nurse
7. Contract Agreement: PowerSchool
8. Authorize Purchase: Trane U.S.

PERSONNEL

Nick Burzichelli, Vice President/COO, presented the personnel actions and explained items 2 and 3 below, followed by asking if anything needed to be clarified – no questions were received.

On the recommendation of the President, Trustee Mecouch made a motion, seconded by Trustee Wills, unanimously approving the Personnel Actions as presented, 1 through 3: (documents and resolutions attached)

1. Personnel Actions for the RCSJ Gloucester and Cumberland Campuses
2. Extension of the Voluntary Retirement Separation Program
3. Shared Services agreement with Gloucester County to support the County's Workforce Development Board

ACADEMIC SERVICES

Dr. Brenden Rickards, Vice President, Academic Services went over and explained the items for action as listed below.

On the recommendation of the President, Trustee Wills made a motion, seconded by Trustee Balicki, approving the following items 1 through 7, with Vice Chair Love abstaining on item 5: (resolutions attached)

1. Offer a Certificate of Achievement: Educational Sign Language Interpreter (GC)
2. Offer a Certificate of Achievement: Neurodiversity & Inclusion
3. Agreement: Rowan-Virtua School of Osteopathic Medicine for Health Resources & Services Administration Grant
4. Accept funding: Christian R. and Mary F. Lindback Foundation
5. Apply & Upon Approval, Accept Funding: New Jersey Economic Development Authority Offshore Wind Workforce & Skills Development Grant Challenge (*Vice Chair Love abstaining*)
6. Apply & Upon Approval, Accept Funding: OSHE Mental Health in Higher Ed: Community Provider Partnerships and Professional Development Grant
7. Apply & Upon Approval, Accept Funding: NJ Department of Law & Public Safety, Law Enforcement Officers Training and Equipment Fund (LEOTEF) Grant

POLICY

Sandy Evans, Director, President's Office reviewed the listed policies and asked if there

were questions – none were received.

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

1. Reaffirmed Policies:
 - 3011 Program Courses
2. Revised Policy
 - 3013 Digital Learning Material
 - 3207 Living Organisms in the Classroom and Laboratory

STUDENT SERVICES

Judy Atkinson, Vice President, Student Services informed the Board that through collaboration with Dr. Susan Hall and Dean Jan Hanselman, the divisions of Nursing and Health Professions and Behavioral Sciences and Law & Social Justice held Program Exploration Night on each campus - January 24th and 31st. RCSJ premier partner, Inspira and Gloucester County Workforce Development participated in both events meeting attendees and providing information. Both event dates were well attended, and planning continues to expand the program exploration opportunities in the fall.

Ms. Atkinson mentioned that next month RCSJ will host the College's Spring Open Houses on Thursday, March 23 on Gloucester Campus and Wednesday, March 29 on Cumberland Campus.

With sadness, Ms. Atkinson informed the Board of the unexpected passing of a Student Services Division Academic Counseling Advisor, Mr. George Rey, IV. Mr. Rey had worked at RCSJ for 19 years, notably advising Education and Automotive Tech majors. In honor of his passion for advising students and his devotion to helping students achieve their educational goals, the Student Services Division is establishing a scholarship in his memory called the George Henry Rey, IV Teaching is Advising Memorial Scholarship. He will be deeply missed.

BRANCH CAMPUS

Dr. Jim Piccone, Vice President/CAO, Branch Campus mentioned that achievement in college is consistently associated with students being actively engaged. Student Engagement he stated is an important predictor of college completion. Dr. Piccone said he noticed as students have returned to campus they are finding organizations like PTK, student athletics, and many other cohorts like GEAR UP and EOF are positioning them well for college completion and success. Dr. Piccone noted how nice it is to go to athletic events or sponsored events by one of the many cohorts and seeing the camaraderie displayed among the students. He expressed these active and engaged students will be a big part of RCSJ's success in the future and how it really is making a big difference!

INNOVATION & TECHNOLOGY

Josh Piddington, Vice President/CIO, Innovation & Technology, informed the Board of the major technology upgrades that have been implemented on the Cumberland Campus utilizing various grant funding. The upgrades included an investment in major projection and audio improvements to the current room the Board was using this evening in the Luciano Conference Center. Mr. Piddington also indicated that fifty classrooms across the campus were also upgraded with hybrid class delivery technology capability and that just days ago, the nursing simulation lab improvements had been completed. He thanked his team by name for their

dedication in getting the work done that will continue to enhance the streamline technological services the College provides to ease student access.

ROWAN COLLEGE FOUNDATION AT GLOUCESTER

Cody Miller, Director, Foundation & Alumni Relations, thanked Dr. Keating and the Trustees for his being a part of the Trustees' meeting and that he looks forward to our continued collaboration in support of our students and the community at large.

PUBLIC PORTION

Vice Chair Love asked for Public comment, none was received.

ADJOURNMENT

At 7:14 p.m., Trustee Wills made a motion, seconded by Trustee Abele. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Len Daws", is written over the printed name. The signature is stylized and cursive.

Len Daws, Secretary

Notes taken by Meg Resue



GAINING EARLY AWARENESS & READINESS
FOR UNDERGRADUATE PROGRAMS



GEAR UP

College Student Mentors

 CREATIVITY | COMMITMENT | HIGH EXPECTATIONS | COLLABORATION 



GAINING EARLY AWARENESS & READINESS
FOR UNDERGRADUATE PROGRAMS

April Robledo

Business Administration, AS

Las Vias

Workshops:

- Time-Management and Goal Setting
- Self-Esteem and Confidence



CREATIVITY | COMMITMENT | HIGH EXPECTATIONS | COLLABORATION





GAINING EARLY AWARENESS & READINESS
FOR UNDERGRADUATE PROGRAMS

Jesutofunmi (Funmi) Ayeni

Biological Science/Health Science, AS

STEM Club, Vice President, and former President
Adelante Juntos Peer Mentor

Workshops

- Dr. Martin Luther King Day of Service
- Healthy Relationships



CREATIVITY | COMMITMENT | HIGH EXPECTATIONS | COLLABORATION





GAINING EARLY AWARENESS & READINESS
FOR UNDERGRADUATE PROGRAMS

Xavier Gonzalez

Biological Science/Health Science, AS

STEM Club, President

Adelante Juntos Peer Mentor

Workshops:

- Health and Wellness-Exercise Focused
- Coping with Loss and Grieving



CREATIVITY | COMMITMENT | HIGH EXPECTATIONS | COLLABORATION



BUSINESS STUDIES



Joint Staff Development

Professional Relationships

- Advisory committees
- Professional development
- Instructional opportunities

Tuition Reduction

(Rastelli Employees)

- 40% Tuition Discount

Direct Connect with Rastelli HR

- Pre-graduation employment opportunities – Business Studies
- Employment opportunities – Other areas of need: e.g. Cybersecurity, Communications, Computer Science, etc.

Academics

Priority Placements:

Business Studies

- Career exploration
- Student internships
- Mentorships

Research & Development:

Program Need Assessment

- Workforce data-driven demand
- Emerging fields in Business
- Academic program design

Scholarship Support

- Two Premier Educational Partnership Student Scholarships
- Joint Foundation Board Student Scholarship prospects

Associate Degrees

- Accounting, A.A.S.
- Business Administration, A.S.
- Computer Graphic Arts: Game/Interactive Design, A.A.S.
- Computer Graphic Arts: Print Design, COA
- Entrepreneurship, A.S.
- Human Resource Management, A.S.
- Network Management (Cumberland), A.A.S.

Certificates of Achievement

- Accounting, COA
- Business Software Tools, COA

Computer Graphic Arts:

- Game/Interactive Design, COA
- Computer Graphic Arts: Print Design, COA
- Digital Marketing, COA
- Entrepreneurship, COA
- Management, COA
- Technology Help Desk Support, COA
- Website Development, COA

Non-credit Certificates

- Comp TLA Certifications
- Data Analytics
- Professional Bookkeeping with Quickbooks
- Programming and Network Certificates

Current R&D

- Data Analytics
- Food Process Technology
- Logistics & Supply Chain Management

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JANUARY 31, 2023

	1/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 16,727,116	\$ 18,547,639	\$ 1,820,523
Police Academy - Tuition	60,000	30,940	(29,060)
Fire Academy - Tuition		51,055	51,055
Continuing Education	1,387,500	826,275	(561,225)
Fees	11,314,677	11,521,420	206,743
Out of County	90,000	43,864	(46,136)
Government Appropriations			
State	10,344,293	6,368,678	(3,975,615)
Police Academy - State Funding	60,000	35,000	(25,000)
Fire Academy - State Funding	9,430	5,501	(3,929)
Continuing Ed - State Funding	107,168	62,515	(44,653)
Act - State Funding	125,000	72,917	(52,083)
County	15,230,986	9,861,079	(5,369,907)
EDC - County Funding	275,000	160,417	(114,583)
Rowan Medicine - County Funding	75,000	43,750	(31,250)
Police Academy - County Funding	132,245	77,143	(55,102)
Fire Academy - County Funding	193,000	112,583	(80,417)
ACT Center - County Funding	205,762	120,028	(85,734)
	138,007		(138,007)
Federal		-	-
Other Revenues	343,500	293,524	(49,976)
Auxiliary Enterprises	826,800	323,604	(503,196)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
Reserve Capital Project	1,710,906		(1,710,906)
Total Revenues	\$ 64,356,554	\$ 48,557,931	\$ (15,798,623)
Current Operating Expenditures			
Instruction - Total	\$ 22,966,680	\$ 10,648,151	\$ 12,318,529
Personnel - FT	10,611,828	4,734,415	5,877,413
Personnel - FT OT, OL, Misc	2,968,753	1,989,787	978,966
Benefits	4,924,939	1,684,706	3,240,233
Personnel - PT	4,124,730	2,042,161	2,082,569
Expenses	336,430	197,082	139,348

Continuing Education - Total	\$ 2,359,448	\$ 1,268,440	\$ 1,091,008
Personnel - FT	835,499	426,896	408,603
Personnel - FT OT, OL, Misc	225	3,950	(3,725)
Benefits	687,111	167,400	519,711
Personnel - PT	438,529	238,650	199,879
Expenses	398,084	431,544	(33,460)
Police Academy - Total	\$ 297,911	\$ 98,774	\$ 199,137
Personnel - FT	69,164	34,715	34,449
Personnel - FT OT, OL, Misc	-	-	-
Benefits	134,982	9,732	125,250
Personnel - PT	66,506	43,732	22,774
Expenses	27,259	10,595	16,664
Fire Academy - Total	\$ 291,753	\$ 126,287	\$ 165,466
Personnel - FT	62,988	30,231	32,757
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	122,928	8,529	114,399
Personnel - PT	64,881	59,335	5,546
Expenses	34,907	28,192	6,715
Academic Support - Total	\$ 4,237,132	\$ 2,547,830	\$ 1,689,302
Personnel - FT	2,178,385	1,216,379	962,006
Personnel - FT OT, OL, Misc	70,904	30,825	40,079
Benefits	1,097,136	682,176	414,960
Personnel - PT	548,895	291,144	257,751
Expenses	341,812	327,306	14,506
Student Services - Total	\$ 11,689,519	\$ 6,685,346	\$ 5,004,173
Personnel - FT	6,392,237	3,516,103	2,876,134
Personnel - FT OT, OL, Misc	87,666	51,659	36,007
Benefits	3,288,088	2,086,099	1,201,989
Personnel - PT	914,860	440,546	474,314
Expenses	1,006,668	590,939	415,729
Institutional Support - Total	\$ 12,438,572	\$ 7,072,405	\$ 5,366,167
Personnel - FT	5,095,881	2,796,502	2,299,379
Personnel - FT OT, OL, Misc	23,500	87,057	(63,557)
Benefits	2,594,264	1,638,035	956,229
Personnel - PT	186,895	110,960	75,935
Expenses	4,538,032	2,439,851	2,098,181
Operating & Maintenance - Total	\$ 8,824,490	\$ 5,109,480	\$ 3,715,010
Personnel - FT	2,035,994	1,064,470	971,524
Personnel - FT OT, OL, Misc	79,439	60,395	19,044
Benefits	1,026,334	525,883	500,451
Personnel - PT	112,685	71,846	40,839
Expenses	5,570,038	3,386,886	2,183,152
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	248,487	\$ 166,170
Auxiliary Enterprises	\$ 50,642	76,313	\$ (25,671)
Debt Payments	\$ 785,750	120,750	
Total Operating Expenditures	\$ 64,356,554	\$ 34,002,263	\$ 29,689,291

ROWAN COLLEGE OF SOUTH JERSEY
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING JANUARY 31, 2022
Gloucester Campus

	1/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 11,981,812	\$ 13,538,362	\$ 1,556,550
Police Academy - Tuition	60,000	30,940	(29,060)
Fire Academy - Tuition		51,055	51,055
Continuing Education	750,000	387,200	(362,800)
Fees	8,008,715	8,364,006	355,291
Out of County	40,000	13,249	(26,751)
Government Appropriations			
State	6,403,917	3,347,915	(3,056,002)
Police Academy - State Funding	60,000	35,000	(25,000)
Fire Academy - State Funding	9,430	5,501	(3,929)
Continuing Ed - State Funding	107,168	62,515	(44,653)
Act - State Funding	87,500	51,042	(36,458)
County	8,118,993	6,236,079	(1,882,914)
EDC - County Funding	275,000	160,417	(114,583)
Rowan Medicine - County Funding	75,000	43,750	(31,250)
Police Academy - County Funding	132,245	77,143	(55,102)
Fire Academy - County Funding	193,000	112,583	(80,417)
ACT Center - County Funding	205,762	120,028	(85,734)
			-
Federal		-	-
Other Revenues	45,000	176,648	131,648
Auxiliary Enterprises	590,800	154,112	(436,688)
Administrative Revenue	300,000		(300,000)
Drawdown from Unrestricted Fund Balance	4,457,164		(4,457,164)
County Debt Forgiveness	243,000		(243,000)
			-
Total Revenues	\$ 42,144,506	\$ 32,967,544	\$ (9,176,962)
Current Operating Expenditures			
Instruction - Total	\$ 15,521,679	\$ 7,000,609	\$ 8,521,070
Personnel - FT	7,502,771	3,282,904	4,219,867
Personnel - FT OT, OL, Misc	2,032,253	1,337,240	695,013
Benefits	3,352,610	952,629	2,399,981
Personnel - PT	2,454,065	1,310,848	1,143,217
Expenses	179,980	116,988	62,992

Continuing Education - Total	\$ 1,729,366	\$ 804,122	\$ 925,244
Personnel - FT	648,188	299,738	348,450
Personnel - FT OT, OL, Misc	225	1,250	(1,025)
Benefits	560,030	84,453	475,577
Personnel - PT	233,539	110,077	123,462
Expenses	287,384	308,604	(21,220)
Police Academy - Total	\$ 297,911	\$ 98,774	\$ 199,137
Personnel - FT	69,164	34,715	34,449
Personnel - FT OT, OL, Misc	-	-	-
Benefits	134,982	9,732	125,250
Personnel - PT	66,506	43,732	22,774
Expenses	27,259	10,595	16,664
Fire Academy - Total	\$ 291,753	\$ 126,287	\$ 165,466
Personnel - FT	62,988	30,231	32,757
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	122,928	8,529	114,399
Personnel - PT	64,881	59,335	5,546
Expenses	34,907	28,192	6,715
Academic Support - Total	\$ 2,824,362	\$ 1,834,076	\$ 990,286
Personnel - FT	1,472,124	863,445	608,679
Personnel - FT OT, OL, Misc	58,304	30,825	27,479
Benefits	741,215	494,347	246,868
Personnel - PT	292,632	173,223	119,409
Expenses	260,087	272,236	(12,149)
Student Services - Total	\$ 7,729,933	\$ 4,546,979	\$ 3,182,954
Personnel - FT	4,316,125	2,350,762	1,965,363
Personnel - FT OT, OL, Misc	81,166	37,401	43,765
Benefits	2,173,170	1,468,310	704,860
Personnel - PT	423,641	245,877	177,764
Expenses	735,831	444,629	291,202
Institutional Support - Total	\$ 7,010,086	\$ 4,388,593	\$ 2,621,493
Personnel - FT	3,168,236	1,748,278	1,419,958
Personnel - FT OT, OL, Misc	3,000	51,763	(48,763)
Benefits	1,595,208	1,134,281	460,927
Personnel - PT	65,010	81,512	(16,502)
Expenses	2,178,632	1,372,759	805,873
Operating & Maintenance - Total	\$ 5,753,917	\$ 3,182,602	\$ 2,571,315
Personnel - FT	1,962,585	1,022,487	940,098
Personnel - FT OT, OL, Misc	79,439	60,395	19,044
Benefits	988,162	510,555	477,607
Personnel - PT	89,478	60,137	29,341
Expenses	2,634,253	1,529,028	1,105,225
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	248,487	\$ 166,170
Auxiliary Enterprises	\$ 20,817	33,876	\$ (13,059)
Debt Payments	\$ 550,025	84,525	\$ 465,500
Total Operating Expenditures	\$ 42,144,506	\$ 22,348,930	\$ 19,330,076

ROWAN COLLEGE OF SOUTH JERSEY
CUMBERLAND CAMPUS
MONTHLY OPERATING REPORT
FOR THE MONTH ENDING January 31, 2023

	1/31/2023		
	Budget Amount	Y-T-D	Delta Y-T-D
Current Operating Revenues			
Educational and General			
Student Tuition - Credit	\$ 4,745,304	\$ 5,009,277	\$ 263,973
Continuing Education	637,500	439,075	(198,425)
Fees	3,305,962	3,157,414	(148,548)
Out of County (Charge back)	50,000	30,615	(19,385)
	-		-
Government Appropriations			
State	3,977,876	3,042,638	(935,238)
County	7,250,000	3,625,000	(3,625,000)
Other Revenues	298,500	116,876	(181,624)
Auxiliary Enterprises	236,000	169,492	(66,508)
Reserve Capital Proj	1,710,906		(1,710,906)
Reserve from FY19	-		-
Drawdown from Unrestricted Fund Balance	-		-
Federal (CARES Act)	-	-	-
Total Revenues	\$ 22,212,048	\$ 15,590,387	\$ (6,621,661)
Current Operating Expenditures			
Instruction - Total	\$ 7,445,001	\$ 3,647,542	\$ 3,797,459
Personnel - FT	3,109,057	1,451,511	1,657,546
Personnel - FT OT, OL, Misc	936,500	652,547	283,953
Benefits	1,572,329	732,077	840,252
Personnel - PT	1,670,665	731,313	939,352
Expenses	156,450	80,094	76,356
Continuing Education - Total	\$ 630,082	\$ 464,318	\$ 165,764
Personnel - FT	187,311	127,158	60,153
Personnel - FT OT, OL, Misc	-	2,700	(2,700)
Benefits	127,081	82,947	44,134
Personnel - PT	204,990	128,573	76,417
Expenses	110,700	122,940	(12,240)
Academic Support - Total	\$ 1,412,770	\$ 713,754	\$ 699,016
Personnel - FT	706,261	352,934	353,327
Personnel - FT OT, OL, Misc	12,600	-	12,600
Benefits	355,921	187,829	168,092
Personnel - PT	256,263	117,921	138,342
Expenses	81,725	55,070	26,655

Student Services - Total	\$ 3,959,586	\$ 2,138,367	\$ 1,821,219
Personnel - FT	2,076,112	1,165,341	910,771
Personnel - FT OT, OL, Misc	6,500	14,258	(7,758)
Benefits	1,114,918	617,789	497,129
Personnel - PT	491,219	194,669	296,550
Expenses	270,837	146,310	124,527
Institutional Support - Total	\$ 5,428,486	2,683,812	\$ 2,744,674
Personnel - FT	1,927,645	1,048,224	879,421
Personnel - FT OT, OL, Misc	20,500	35,294	(14,794)
Benefits	999,056	503,754	495,302
Personnel - PT	121,885	29,448	92,437
Expenses	2,359,400	1,067,092	1,292,308
Operating & Maintenance - Total	\$ 3,070,573	\$ 1,926,878	\$ 1,143,695
Personnel - FT	73,409	41,983	31,426
Personnel - FT OT, OL, Misc	-	-	-
Benefits	38,172	15,328	22,844
Personnel - PT	23,207	11,709	11,498
Expenses	2,935,785	1,857,858	1,077,927
Debt Service	\$ 235,725	36,225	\$ 199,500
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 29,825	42,437	\$ (12,612)
Total Operating Expenditures	\$ 22,212,048	\$ 11,653,333	\$ 10,558,715

Affiliation and Gift Agreement

This Affiliation and Gift Agreement (“Agreement”) is made this X day of X month, 2023 (“Effective Date”) by and between Rastelli Brothers, Inc., t/a Rastelli Foods Group, a New Jersey corporation (“Rastelli”), and Rowan College of South Jersey, a public community college jointly established by Gloucester and Cumberland Counties (“RCSJ”), each a “party” and collectively hereinafter, the “parties”.

Whereas, RCSJ and Rastelli desire to increase educational opportunities for students pursuing studies in business; increase employment opportunities for students pursuing studies in business and increase Rastelli’s ability to fill needed internship and professional positions as it grows and serves the community;

Whereas, RCSJ and Rastelli have determined an affiliation on the terms set forth herein will allow them to achieve the aforesaid goals and encourage them to create such opportunities in service to the community;

Whereas, Rastelli also desires to provide RCSJ with a gift to be used to support those efforts, and

Whereas, RCSJ desires to acknowledge and recognize Rastelli’s gift by providing it with the naming rights for certain RCSJ buildings as set forth herein.

Now, therefore, in consideration of the mutual covenants and agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. For those RCSJ students meeting placement criteria, and to the extent Rastelli can accommodate placements, RCSJ will receive priority paid internship placements at Rastelli

facilities for business students. For the avoidance of confusion, Rastelli is not obligated to provide internship placements for all RCSJ students requiring such.

2. RCSJ will provide all Rastelli employees with tuition discounts of Forty Percent (40%) off RCSJ's then current published tuition rates
3. Within thirty (30) days of the Effective Date of this Agreement, the parties will establish a "direct connection employment program" where RCSJ students can explore employment opportunities at Rastelli through Rastelli's Human Resources department.
4. RCSJ shall provide Rastelli with the use of any and all RCSJ conference rooms and auditoriums on the Sewell Campus without the payment of any additional fee, provided such use by Rastelli is scheduled reasonably in advance and does not conflict with RCSJ's own use of such spaces for scheduled events or uses of those spaces. The parties will collaborate to establish a scheduling procedure that they will follow.
 - a. In recognition of the generous support of Rastelli, RCSJ will designate its Business and Corporate Center building as the "Rastelli Business and Corporate Center" and hereby provides Rastelli the exclusive right to name the Business and Corporate Center and have signs displayed thereupon and therein as more fully described herein, in perpetuity. RCSJ agrees to affix signage on the exterior and interior of the Business and Corporate Center according to sizes, numbers of signs, locations, and configurations acceptable to Rastelli. Rastelli shall have the right to select and approve the design of all signs before they are installed or changed.
5. Rastelli pledges to donate a gift in the amount of One Million Dollars (\$1,000,000) for the exclusive naming rights for the Business and Corporate Center, payable in ten (10) annual installments of One Hundred Thousand Dollars (\$100,000.00) each. The first installment shall be

due on the first day of the next month following Rastelli's approval of the size, number, location, and configuration of the signage inside and outside the Business and Corporate Center, and each subsequent installment is due on the anniversary thereafter until the amount of the gift for the exclusive naming rights for the Business and Corporate Center is paid in full.

6. The gift amounts referenced above shall be used by RCSJ to support its school of Business, evenly split between scholarships for students attending RCSJ and pursuing their studies in the fields of business and the food industry, and research and development of new programs in the fields of business and the food industry.

7. RCSJ shall send Rastelli a reminder of payment each year.

8. All interior and exterior recognition signage that is referred to in this Agreement, and any accompanying lighting, shall be maintained, replaced and/or repaired as needed by RCSJ. If either the Business and Corporate Center is closed, destroyed, upgraded, modified, relocated, or replaced, the naming will be relocated to an alternative and equivalent space pending approval from Rastelli.

9. In the event that either party may engage in any activity which either party deems in its reasonable opinion to be inconsistent with their mission, vision, or values, then either party shall request removal of all exclusive naming rights signage from the Business and Corporate Center. In such event, all further obligations of Rastelli to make any additional payments hereunder shall terminate. This provision shall not affect any other remedies either party may have at law which are expressly reserved.

10. Exclusivity. To ensure that Rastelli will remain RCSJ's premier business education partner with respect to its school of Business, and to encourage the parties to further invest in and develop that relationship to their mutual benefit and the benefit of the community, RCSJ agrees

not to enter into any other affiliation agreements with any other entity relating to the RCSJ's business school without the express written consent of Rastelli. RCSJ agrees to provide Rastelli with the right of first refusal to enter into any future affiliations sought by RCSJ with a non-academic or non-governmental partner for all other RCSJ schools or programs.

11. Rastelli will serve in an advisory capacity to RCSJ for academic program development and enhancement in all areas related to Business to include:

- Business Administration
- Accounting
- Marketing
- Entrepreneurship
- Human Resource Management
- Food Sciences
- Transportation, Logistics, and Distribution
- Food Industry Technician
- Future academic programs to be determined

13. This Agreement shall be binding upon and will inure to the benefit of the Parties and their respective heirs, executors, administrators, assigns, successors, personal representatives, and trustees.

14. This Agreement shall be governed by and interpreted in accordance with the laws of the State of New Jersey.

15. The execution, delivery and performance of this Agreement constitutes a valid and binding obligation of the respective parties hereto, enforceable against each in accordance with its terms and does not conflict with or violate any requirement of applicable laws or regulations.

16. The execution and delivery of this Agreement, and the performance of each parties' respective obligations does not require the consent of any third party and will not violate any agreement, contract or license to which a party is bound.

IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to execute this Agreement as of the Effective Date.

X

Frederick Keating
President, Rowan College of South Jersey

X *Raymond M. Rastelli*

Ray Rastelli
President & CEO, Rastelli Brothers, Inc.

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: January 3rd, 2023
SUBJECT: **CRIME STATISTICS for the month of December 2022**

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

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

SAFETY AND SECURITY DEPARTMENT



REPORT

TO: Meg Resue, Special Assistant to the President
FROM: Paul Babcock, Director of Campus Safety and Security
DATE: February 2nd, 2023
SUBJECT: **CRIME STATISTICS for the month of January 2023**

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

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



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AWARDING A CONTRACT TO ARTHUR J. OGREN, INC. FOR NURSING & HEALTH PROFESSIONS CENTER CLASSROOM ADDITION

WHEREAS, Rowan College of South Jersey (hereinafter “College”) publicly solicited bids for Nursing & Health Professions Center Classroom Addition; and

WHEREAS, the College advertised for bids pursuant to the County College Contracts Law N.J.S.A. 18A:64A-25.1, et seq.; and

WHEREAS, eight (8) sealed bids were received and publicly opened on January 26, 2023; and

WHEREAS, the three (3) lowest bids are as follows:

Bidders	Base Bid
Arthur Ogren	\$4,734,000
Newport Construction	\$4,910,000
TN Ward	\$5,021,000


WHEREAS, the bid of Arthur J. Ogren Inc. (hereinafter “Arthur J. Ogren”) has been reviewed by the College’s professionals who have recommended an award to Arthur Ogren for the Base Bid in the amount of \$4,734,000 as the lowest responsive bidder; and

WHEREAS, the low bid of **Arthur J. Ogren** is compliant in all material, non-waivable respects; and

WHEREAS, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Rowan College of South Jersey on the 14th day of February 2023 that the College hereby awards a contract to Arthur J. Ogren for Nursing & Health Professions Center Classroom Addition for the Base Bid amount of \$4,734,000 and the Chairman of the Board of Trustees and/or the College’s Chief Operating Officer are hereby authorized and directed to execute such contracts and documents as are necessary or convenient to effectuate the within award.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.

Attested: 
Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH EAB GLOBAL INC.

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase 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, the Rowan College of South Jersey, 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 without public advertising for bids; and

WHEREAS, the college administration has determined that EAB Global, formerly Hobsons, Inc., is the sole source supplier of Starfish Student Success Platform and can supply the College with their Starfish Essentials and professional services for a period of one year in the amount of \$52,852.00 beginning on January 1, 2023 and ending on December 31, 2023; and

WHEREAS, the financial obligation will be paid from CCOG grant funding; and

WHEREAS, the Executive 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 authorizes the Rowan College of South Jersey to enter into an agreement with EAB Global, formerly Hobsons Inc., in the amount of \$52,852.00 for a period of January 1, 2023 to December 31, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chair





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TOZOUR-TRANE AND ROWAN COLLAGE 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, Johnson Controls, 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 vendor selected has a Contract with Sourcewell, which Rowan College of South Jersey is a member utilizing contract # 031517-TIS; and

WHEREAS, Johnson Controls has submitted quote number 1-7BJD3XZ based on contract pricing to provide Nursing & Health Professions Center addition security system installation in the amount of \$55,933.34 with an annual service charge of \$2,570.20; and

WHEREAS, the Executive 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 Johnson Controls in the amount of \$55,933.34 to provide security system installation for the Nursing & Health Professions Center addition and \$2,570.20 for annual service.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.

Attested:


Len Daws, Secretary


Gene J. Concordia, Chairperson





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN APPLIED VIDEO TECHNOLOGY 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, Applied Video Technology, 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 audio visual items, associated hardware, and installation from Applied Video Technology as per quote number AVTQ25192-05 in the amount of \$50,161.00 using OMNIA contract R200803.

WHEREAS, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes the purchase of audio visual items, associated hardware, and installation from Applied Video Technology using OMNIA Partners Contract number R200803 in the amount of \$50,161.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chairperson

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE AWARD OF A CONTRACT TO KANE COMMUNICATIONS FOR THE INSTALLATION OF COMMUNICATIONS CABLING AT THE ROWAN BLVD RECRUITING OFFICE

WHEREAS, pursuant to NJSA 18A:64A-25.5, the College may enter a joint agreement with “a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision thereof” without advertising for bids; and

WHEREAS, the Rowan College of South Jersey entered into a cooperative purchasing agreement via resolution on April 12, 2016 with Rowan University; and

WHEREAS, Rowan University has awarded a contract to Kane Communications for telecommunications, electrical, audio and video communications services for inside and outside cabling plant based on RFP 22-55; and

WHEREAS, Kane Communications submitted a proposal based on the specifications provided by the Rowan College of South Jersey and Rowan University RFP 22-55 for \$22,950; and

WHEREAS, the Executive 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 authorizes the Rowan College of South Jersey to enter into an agreement with Kane Communications in the amount of \$22,950.00 for the purchase of communications cabling, electrical wiring updates and installation to be installed at the 123 Rowan Blvd Recruiting Office based on Rowan University RFP 22-55 and the Cooperative purchasing agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.

Attested:



Len Daws, Secretary



Gene J. Concordia, Chair





**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 associated accessories from Pocket Nurse as per quote number 1303740-0 in the amount of \$76,435.84 using OMNIA contract R190201.

WHEREAS, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; 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 associated accessories from Pocket Nurse using OMNIA Partners Contract number R190201 in the amount of \$76,435.84.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chairperson

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO AUTHORIZE ENTERING INTO AN AGREEMENT WITH POWERSCHOOL

WHEREAS, the Rowan College of South Jersey, pursuant to the provisions of NJSA 18A:64A-25.5 (3), the Board of Trustees may by resolution purchase 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, the Rowan College of South Jersey, 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 without public advertising for bids; and

WHEREAS, the college administration has determined that PowerSchool is the sole source supplier of Intersect Software and wishes to enter into an agreement for a period of two years in the amount of \$21,000.00 beginning on December 31, 2022 and ending on December 30, 2024; and

WHEREAS, the Executive 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 authorizes the Rowan College of South Jersey to enter into an agreement with PowerSchool in the amount of \$21,000.00 for a period of December 31, 2022 to December 30, 2024.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TRANE U.S. INC. 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, Trane U.S. Inc., 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 vendor selected has a Contract with OMNIA Partners, which Rowan College of South Jersey is a member utilizing contract # 15-JLP-023 and #3341; and

WHEREAS, Trane U.S. Inc. has submitted the following quotes based on contract pricing to provide Nursing & Health Professions Center HVAC materials and Building Automation Systems with associated hardware and installation.

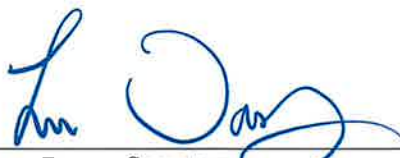
D2-gO7AAI-22-002	\$227,034 Rooftop HVAC units and associated hardware
D2-gO7AAI-23-003	\$75,220 BAS with associated hardware & installation
Total	\$302,254

WHEREAS, the Executive Vice President and Chief Operating Officer has certified that the funds are available for this project; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods and services from Trane U.S. Inc. under the OMNIA Partners Contract numbers 15-JLP-023 & 3341 in the amount of \$302,254 for the Nursing & Health Professions Center.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary



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

(4) Four Full-Time New Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Custodian	Megan McCham	Resignation	External Hire	\$14.45 per hour	2/17/2023
ACT Program Instructor	Meredith Boody	Resignation	External Hire	\$40,000.00 per year	1/10/2023
Outreach Recruiter	Victoria Hernandez	Reassignment	External Hire	\$40,000.00 per year	1/23/2023
Coordinator, EOF	Doris Bruy	Reassignment	External Hire	\$16.01 per hour (grant-funded)	2/20/2023

(23) Twenty-Three Employee Transitions:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Outreach Recruiter	Alejandra Valencia	Resignation	Internal Candidate	\$40,000.00 per year	1/17/2023
Executive Director, Cohort Achievement Programs	Kenyatta Collins	Change in Scope	Internal Candidate	\$84,800.00 per year	1/14/2023
Part-Time Student Records	Monica Ballinger	Full-time to Part-time	Internal Candidate	\$15.06 per hour	1/9/2023
Part-Time Security Officer	Van Robbins	Contract Modification	Internal Candidate	\$16.50 per hour	12/17/2022
Special Assistant to the President and Board of Trustees	Margaret Reiss	Contract Modification	Internal Candidate	\$85,924.53 per year	1/1/2023
Director, Strategic Planning & Policy	Sandra Evans	Contract Modification	Internal Candidate	\$59,185.90 per year	1/1/2023
Clinical Education Coordinator, PFA	Georgette Costello	Contract Modification	Internal Candidate	\$7,694.00 per year	1/14/2023
Instructor I, Nursing & Health Professions	Theresa Asunjon	Retirement	Internal Candidate	\$60,000.00 per year	1/17/2023
Student Engagement Specialist	Brianna Godfrey	Resignation	Internal Candidate	\$18.96 per hour	1/9/2023
Team Coordinator V, Business Studies	James Cella	Reassignment	Internal Candidate	\$15.50 per hour	1/23/2023
Case Manager, Behavioral Services	Sierra Johnson	Contract Modification	Internal Candidate	\$40,000.00 per year	1/28/2023
Clinical Education Coordinator, DMS	Lorri Pascone	Reassignment	Internal Candidate	\$57,694.00 per year	2/6/2023
Director, Internship & Career Planning	Kristen Whyte	Change in Scope	Internal Candidate	\$62,490.54 per year	3/1/2023
Special Assistant to the Provost, Dean of Career & Technical Education	Brigitte Satchell	Change in Scope	Internal Candidate	\$123,625.49 per year	3/1/2023
Special Assistant to the Provost, Dean of Nursing & Health Professions	Susan Hall	Change in Scope	Internal Candidate	\$148,536.98 per year	3/1/2023
Special Assistant to the President, Workforce Innovation & Industry Partnership	Candice Pasale	Change in Scope	Internal Candidate	\$97,308.00 per year	3/1/2023
Counseling Advisor	Nichole Broomall	Change in Scope	Internal Candidate	\$40,000.00 per year	2/6/2023
Part-Time Counseling Advisor	Barbara Miranough	Part-Times to Full-Time	Internal Candidate	\$25.00 per hour	2/6/2023
Director, Career & Technical Education	Deborah Raholting	Contract Modification	Internal Candidate	\$82,556.23 per year (no salary change)	3/1/2023
Part-Time Volunteer Coordinator	Paula Setar	Title Change	Internal Candidate	\$17.57 per hour (grant funded)	2/6/2023
Team Coordinator IV, Career & Technical Education	Jennifer Wilson	Reassignment	Internal Candidate	\$30.06 per hour (no salary change)	2/6/2023
Director, Foundation & Alumni	Cody Miller	Change in Scope	Internal Candidate	\$71,215.62 per year	2/6/2023
Assistant Director, Foundation	Sarah Palase	Change in Scope	Internal Candidate	\$52,289.86 per year	2/6/2023

(2) Two Part-Time Hires:

Title	Name	Rationale	Employment Pool	Salary	Effective Date
Part-Time Instructor, Career & Technical Education	Diana Torres	Resignation	External Hire	\$50.00 per hour	1/9/2023
Astronaut Women's Golf Coach	Lauren Vilimas	Resignation	External Hire	\$1,530.00 per year	3/1/2023

(3) Three Resignations:

Title	Name	Rationale	Salary	Effective Date
Administrator, Admissions	Cheryl Clifford	Resignation	\$42,781.81 per year	12/30/2022
Custodian	Raymond Delaen	Resignation	\$14.45 per hour	1/10/2023
Administrator, Financial Aid	Maninder Singh	Resignation	\$43,851.35 per year	2/10/2023

(3) Three Retirements:

Title	Name	Rationale	Salary	Effective Date
Assistant Professor, Nursing & Health Professions	Rosemary O'Dea	Retirement	\$58,455.96 per year	7/1/2023
Team Coordinator V, Career & Technical Education	Felicia Carroll	Retirement	\$21.75 per hour	7/1/2023
Assistant Professor, Communications and Creative & Performing Arts	David Coates	Retirement	\$75,537.37 per year	1/1/2024

RCSI - GLOUCESTER - JANUARY & FEBRUARY PERSONNEL ACTIONS

(7) Seven Gloucester Workforce Development Board

Title	Name	Salary	Effective Date
Associate Vice President, Workforce Innovation	Michelle Shury	\$135,000.00 per year (grant-funded)	March 1, 2023
Executive Director, Compliance and Program Analyst	Allison Spirelli	\$120,000.00 per year (grant-funded)	March 1, 2023
Executive Assistant, Workforce Innovation	Bridget Digambanata	\$99,000.00 per year (grant-funded)	March 1, 2023
Executive Director, Program Development	Eileen Gallo	\$106,000.00 per year (grant-funded)	March 1, 2023
Part-Time, Accountant Assistant	Ashley Rastelli	\$38.17 per hour (grant-funded)	March 1, 2023
Executive Director, Apprenticeship Programs	Randee Davidson	\$87,768.00 per year (grant-funded) (no salary change)	March 1, 2023
Administrator, Business Engagement	Adm. Morina	\$42,432.00 per year (grant-funded) (no salary change)	March 1, 2023

(7) Seven Aujune 2022-2023 New Hires:

Name	Division
Margarita Margaritondo	Nursing & Health Professions
John Shoffner	STEM
James Cella	Business Studies
Ted Sisco	Education & Humanities
Melissa Michelletti	Education & Humanities
Yavona Brooks	Communications and Creative & Performing Arts
Tyler Kline	Communications and Creative & Performing Arts

(4) Four President Recommendations:

2022-2023 - Revision - Special Services Contract
Security Retroactive Increase effective July 1, 2020
RCSI - Additional Voluntary Retirement Separation Program (Resolution attach)
RCSI and Gloucester County Workforce Development Shared Service Agreement

ROWAN COLLEGE of SOUTH JERSEY - GLOUCESTER
Schedule of Special Service Contracts
FISCAL YEAR: 2022 - 2023

STUDENT SERVICES

PTK Advisor	\$5,000.00
PTK Advisor	\$3,000.00
Designated International Student Liaison	\$3,000.00
Designated Veterans Services Liaison	\$3,000.00
New Student Orientation Liaison	\$2,500.00

PRESIDENT'S OFFICE

Social Media Liaison	\$3,000.00
Liaison - Institutional Advancement	\$2,500.00
NJ State Special Olympics Liaison (Rowan University)	\$2,500.00
Equity and Recruitment Project	\$5,000.00

ACADEMICS

The SPOT Coordinator	\$1,600.00
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OPERATIONS

COVID-19 Vaccine and Testing Administrator	\$5,000.00
Liaison - Gloucester Workforce Development Board	\$5,500.00

INFORMATION TECHNOLOGY

Online Campus	\$5,000.00
Chairman - ERP Implementation Team Member	\$10,000.00
ERP Implementation Team Member	\$5,000.00

INTERNSHIP AND CAREER PLANNING

PT/Director/Intern/Scholarship	\$10,000.00
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FINE ARTS

Art Gallery Curator	\$2,500.00
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CHORUS

Community Chorus Director	\$4,900.00
Conductor of Community Chorus	\$1,300.00
Community Chorus Assistant	\$1,700.00
Community Chorus Accompanist	\$2,300.00
Music Society Club Coordinator	\$2,500.00



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING A SHARED SERVICES AGREEMENT WITH THE COUNTY OF GLOUCESTER TO PROVIDE STAFF AND WORKSPACE TO SUPPORT THE COUNTY'S WORKFORCE DEVELOPMENT BOARD

WHEREAS, Rowan College of South Jersey (RCSJ) and The County of Gloucester desire to formalize a partnership to share resources that will create more efficient, accessible, and cost-effective workforce system that will benefit the residents and business in our community, and provide a foundation for the expansion of workforce development activities throughout South Jersey ; and

WHEREAS, The County of Gloucester agrees to pay RCSJ for services to the Workforce Development Board; and

WHEREAS, RCSJ agrees to provide the County of Gloucester with staffing and workspace to support the County's Workforce Development Board and coordinate activities thereof; and

WHEREAS, the agreement is in effect for 10 years from March 1, 2023 to February 28, 2033 until terminated by either party as per the terms of the agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees authorizes the Rowan College of South Jersey to execute and enter into the shared services agreement with the County of Gloucester to support the County's Workforce Development Board as per agreement.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES INDORSING THE EXTENTION OF A VOLUNTARY RETIREMENT SEPARATION PROGRAM

WHEREAS, the COVID-19 pandemic has caused unprecedented devastation to our community and institutions. The College is not immune from these effects, as revenues and enrollment have been reduced beyond any reasonable projections; and

WHEREAS, in an effort to avoid involuntary staff reductions, the College is extending the voluntary retirement separation program to all retirement eligible employees who choose to retire from the College on or before June 30, 2023; and

WHEREAS, retirement eligible is defined by the State of New Jersey Pension system; and

WHEREAS, the program is also for those employees who are already participating in a current retirement program and have not paid into the State of New Jersey Pension system while employed at the College; and

WHEREAS, the College will add an additional 50% of an eligible employee's unused sick time as defined by contract or College policy to their payout upon accepting the program and exiting the College; and

WHEREAS, the College does not intend to fill the vacancies created by the retirements unless the position is deemed essential to the College; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby indorses the Voluntary Retirement Separation Program and its intended outcome.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary



RCSI - CUMBERLAND - PERSONNEL ACTIONS

DATE: 2/14/2023

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

(4) Four Employee New Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	Administrative Specialist, EOF	Alyssa Palush	Reassignment	External Hire	\$18.96 per hour (grant-funded)	2/1/2023
	Assistant Professor I, STEM	Deyan Abu-Salih	Retirement	External Hire	\$59,432.88 per year	1/17/2023
	Assistant Director, Financial Aid	Karen Wilson-Wyle	New Position	External Hire	\$52,185.00 per year	1/23/2023
	Assistant Professor II, Nursing & Health Professions	Christine Schwinn	Replacement	External Hire	\$60,000.00 per year	2/16/2023

(10) Ten Employee Transitions:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	Associate Dean Clinical Studies, Nursing & Health Professions	Tamekia Scott	Transfer	Internal Candidate	\$75,000.00 per year	1/4/2023
	Director III, Dual Enrollment	Frank Piccioni	New Position	Internal Candidate	\$65,265.00 per year	1/17/2023
	Director I, Behavioral Services	Ruby Aparicio-Pagan	Reassignment	Internal Candidate	\$62,875.00 per year	1/1/2023
	Assistant Professor II, Communications and Creative & Performing Arts	Nathaniel Clark	Reassignment	Internal Candidate	\$55,499.00 per year	1/17/2023
	Clinical Education Coordinator, Radiography	Nazaha Cordero	Resignation	Internal Candidate	\$57,694.00 per year	2/16/2023
	Case Manager, Behavioral Services	Isabelle Nicholas	New Position	Internal Candidate	\$40,000.00 per year	2/16/2023
	Program Director, Practical Nursing	Catherine Clark	Resignation	Internal Candidate	\$70,000.00 per year	2/20/2023
	Administrative Specialist, GEAR Up	Maria Jimenez	Part-Time to Full-Time	Internal Candidate	\$19.34 per hour (grant-funded) (no salary change)	2/1/2023
	Part-Time Advisor, Advise ment & Retention	Jon-Mark Grossmeyer	Contract Modification	Internal Candidate	\$25.00 per hour	2/16/2023
	Student Development Advisor, Advise ment & Retention	Brittany Cresci	Reassignment	Internal Candidate	\$52,185.00 per year	2/16/2023

(6) Six Part-Time Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	Temporary, Part-Time Chill Center Representative	Ian Gross	Temporary Position	External Hire	\$14.13 per hour	1/17/2023
	Part-Time Testing Specialist	Pedro Egueroa	Resignation	External Hire	\$18.96 per hour	1/17/2023
	Part-Time ACT Substitute	Stwetta Gupta	New Position	External Hire	\$700.00 per day	1/17/2023
	Part-Time ACT Substitute	Xiara Maldonado	New Position	External Hire	\$200.00 per day	1/17/2023
	Temporary, Part-Time Advise ment Assistant	Ashley Parrish	Resignation	External Hire	\$14.13 per hour (grant-funded)	2/1/2023
	Part-Time Adult Basic Education Instructor	Francine Knight	Resignation	External Hire	\$25.00 per hour (grant-funded)	2/16/2023

(1) One Resignation:	Title	Name	Rationale	Salary	Effective Date
	Program Director, Practical Nursing	Danielle Ncastro	Resignation	\$70,000.00 per year	1/7/2023

(1) One Retirement:	Title	Name	Rationale	Salary	Effective Date
	Director, Pavell	Kimberly Somers	Retirement	\$64,187.00 per year	3/1/2023

(1) One Acting Role - Temporary Position:	Title	Name	Effective Date
	Acting Program Director, Practical Nursing	Stella Barber	1/8/2023-2/19/2023

(1) One Adjunct 2022-2023 New Hire:	Name	Division
	Heidi Dugan	Education & Humanities

(1) One President Recommendation:
 RCSI - Additional Voluntary Retirement Separation Program (Resolution attached)



RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT FOR EDUCATIONAL SIGN LANGUAGE INTERPRETER 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 a Certificate of Achievement for Educational Sign Language Interpreter on the Gloucester Campus; and

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

WHEREAS, this program will provide concentrated study in education for those who plan to obtain the New Jersey Educational Sign Language Interpreter Certification to serve the deaf population in an educational setting; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the resolution for Academic Services to offer a Certificate of Achievement for Educational Sign Language Interpreter beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES PERMISSION TO OFFER A CERTIFICATE OF ACHIEVEMENT IN NEURODIVERSITY AND INCLUSION 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 a Certificate of Achievement in Neurodiversity and Inclusion on the Gloucester Campus; and

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

WHEREAS, this program will provide concentrated study in education for those who plan to enhance their education and planning for a career in working with a neurodiverse population in an educational setting; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the resolution for Academic Services to offer a Certificate of Achievement in Neurodiversity and Inclusion beginning September 1, 2023.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY
BOARD OF TRUSTEES FOR APPROVAL TO APPLY FOR FUNDING AND
UPON AWARD ENTER INTO AN AGREEMENT WITH ROWAN-VIRTUA
SCHOOL OF OSTEOPATHIC MEDICINE FOR A FEDERAL HEALTH
RESOURCES AND SERVICES ADMINISTRATION GRANT PROGRAM FOR
BOTH CAMPUSES**

WHEREAS, Rowan College of South Jersey’s (RCSJ) Board of Trustees hereby certifies that permission has been granted to Academic Services on both of the RCSJ campuses to apply for funding, and upon award, enter into an agreement with Rowan-Virtua School of Osteopathic Medicine to collaborate on a federal Health Resources and Services Administration Grant program; and

WHEREAS, this application, entitled “Dual Community Health Worker (CHW)-Certified Peer Recovery Specialist (CPRS) Apprenticeship Program to Integrate Health into Recovery Support Education in New Jersey” will allow for the development of new, innovative, and integrated CHW and CPRS programming; and

WHEREAS, the period of the program will be from January 9, 2023 through September 14, 2025, in the amount up to \$960,734, and

WHEREAS, funds will be utilized to design and develop new curriculum to train joint Community Health Workers and Certified Peer Recovery Specialists; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Rowan College of South Jersey hereby authorizes Academic Services to apply for funding, to enter into an agreement, and accept up to \$960,734 from Rowan-Virtua School of Osteopathic Medicine for the Health Resources and Services Administration Grant Program entitled “Dual Community Health Worker (CHW)-Certified Peer Recovery Specialist (CPRS) Apprenticeship Program to Integrate Health into Recovery Support Education in New Jersey” for the period of January 9, 2023 through September 14, 2025.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, February 14, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE ACADEMIC SERVICES TO ACCEPT FUNDING IN THE AMOUNT OF \$4,000 FROM THE CHRISTIAN R. AND MARY F. LINDBACK FOUNDATION

WHEREAS, the Board of Trustees of Rowan College of South Jersey strives to recognize faculty members for demonstrating excellence in teaching students in and out of the classroom; and

WHEREAS, the Christian R and Mary F. Lindback Foundation provides stipends in support of the Lindback Distinguished Teaching Award to colleges and universities primarily in the Greater Delaware Valley area; and

WHEREAS, the Lindback Distinguished Teaching Award is awarded tri-annually to a distinguished faculty member; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees hereby authorizes the approval of the resolution to accept funding in the amount of \$4,000 from the Christian R. and Mary F. Lindback Foundation for the purposes of awarding the Lindback Distinguished Teaching Award to a distinguished faculty member for the 2022-2023 academic year.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF FUNDING UP TO \$1 MILLION FROM THE NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY FOR THE OFFSHORE WIND WORKFORCE AND SKILLS DEVELOPMENT GRANT CHALLENGE

WHEREAS, The New Jersey Office of Economic Development (NJEDA) has released an opportunity to apply for funding up to \$1 million that will allow expansion of workforce development and skills training programs focused on strengthening and diversifying the NJ offshore wind workforce; and

WHEREAS, Rowan College of South Jersey is imminently launching an Offshore Wind Turbine Technician Training Program that will prepare individuals for careers as offshore wind turbine technicians; and

WHEREAS, Rowan College of South Jersey is uniquely suited with established partnerships and insight into the rapidly emerging needs of Wind Turbine Technician training programs; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves application and acceptance of funding up to \$1 million from the New Jersey Economic Development Authority for the Offshore Wind Workforce and Skills Development Grant Challenge for both campuses.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE APPLICATION AND ACCEPTANCE OF FUNDING UP TO \$352,628 FROM THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR THE MENTAL HEALTH IN HIGHER EDUCATION: COMMUNITY PROVIDER PARTNERSHIPS AND PROFESSIONAL DEVELOPMENT GRANT

WHEREAS, The New Jersey Office of the Secretary of Higher Education (NJOSHE) released a notice of opportunity for the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant for both campuses; and

WHEREAS, Rowan College of South Jersey is eligible to apply and receive funds as a public institution of higher education; and

WHEREAS, Rowan College of South Jersey shares the NJOSHE vision that there is an increased need to support student mental health services and professional development for faculty and staff related to student mental health; and

NOW, THEREFORE, BE IT RESOLVED that the Rowan College of South Jersey Board of Trustees approves the application and acceptance of funding up to \$352,628 from the New Jersey Office of the Secretary of Higher Education for the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant for both campuses.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested:


Len Daws, Secretary





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, Rowan College of South Jersey's Board of Trustees 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 -08-23; and

WHEREAS, the period of the program will be July 1, 2022, to June 30, 2023, in the amount of \$12,718.00; 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, 2022, to June 30, 2023, in the amount of \$12,718.00.

ADOPTED at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held February 14, 2023.


Gene J. Concordia, Chair

Attested: 
Len Daws, Secretary





Board of Trustees Policy Synopsis

Reaffirm Policy:

3011 Program Courses

Background for policy reaffirmation:

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

Revise Policy:

3013 Digital Learning Material

Background for policy revision:

This policy was revised with a name change that provides a more expansive definition of these types of materials.

3207 Living Organisms in the Classroom and Laboratory

Background for policy revision:

This policy was revised to move three paragraphs, procedural in nature, to the administrative procedure.

1



2

3

**Rowan College
of South Jersey**

4

5

REAFFIRM

6

7

Policy: 3011

8

Title: **PROGRAMS AND COURSES**

9

Area: Academic Services

10

Approved: 07/01/19

11

Reaffirmed: TBD

12

13

14

15

The College will develop its programs and courses according to New Jersey statute, code, and regulations.

16

17

18

All programs having been approved and recommended by the President will be provided to the College Board of Trustees for review and approval. Approved programs will be forwarded to the appropriate committee of the Commission on Higher Education for endorsement.

19

20

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22

23

New courses requiring specific expenditures for equipment and materials will be accommodated within budgetary limitations.

24

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27



**Rowan College
of South Jersey**

REVISE

Policy: 3013

Title: ~~DISTANCE EDUCATION~~ DIGITAL LEARNING MATERIAL

Area: Academic Services

Approved: 07/01/19

Revised: TBD

Given that the Rowan College of South Jersey (“College”) is responsible for the efficiency, and effectiveness, and security of the delivery of ~~online~~ digital materials, all ~~online, hybrid, and web-enhanced courses, and related course materials~~ must:

1. Reside on College servers and operate through the College’s computer network; or
2. Reside in third party platforms and solutions approved by the College’s Division of Innovation and Technology and legal counsel.

This policy will apply to all courses delivered by the College unless superseded by:

1. Contract language agreed to between the College and a Board of Trustees recognized bargaining unit; or
2. An official contractual arrangement between the College and an individual, organization, or consortium.

Administrative procedures will be developed to support this policy.

References:

Rowan College of South Jersey Administrative Procedure, 3013 Digital Learning Material



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

4 REVISE

5 Policy: 3207
6 Title: **LIVE ORGANISMS IN THE CLASSROOM AND LABORATORY**
7 Area: Academic Services
8 Approved: 07/01/19
9 Revised: TBD

10
11 The College encourages inquiry that incorporates the use of live organisms in the classroom,
12 laboratory, and external College environment. However, the health and safety of students,
13 faculty, and staff are of primary importance when planning for such use. Accordingly, the
14 use of live organisms in educational settings must include hazard identification, risk
15 assessment, student and personnel training and protection, and preventative protection
16 measures.

17
18 **Move the following to the administrative procedure:**

19
20 ~~The live organism care committee will oversee the use of live organisms in College~~
21 ~~classrooms and laboratories. All such use will comply with applicable federal, state, and~~
22 ~~local laws and regulations. Consideration will also be given to student, faculty, and staff~~
23 ~~concerns regarding live organisms.~~

24
25 ~~Notice will be prominently posted in all classrooms and laboratories in which live organisms~~
26 ~~are used. In addition, all course syllabi will include an announcement indicating that live~~
27 ~~organisms will be used in that course and providing the general procedures regarding them.~~

28
29 ~~The live organism care committee will prepare and periodically review faculty~~
30 ~~applications for the use of live organisms in the classroom. Review and revision of such~~
31 ~~applications will routinely occur any time there is a change in the use of live organisms in~~
32 ~~any classroom or laboratory.~~

33
34 Administrative procedures will further define and guide the use of live organisms in the
35 classroom.

36
37 **References:**

38 Rowan College of South Jersey Administrative Procedure, *3207 Live Organisms in the*
39 *Classroom and Laboratory*
40 *The Animal Welfare Act of 1966 (P.L. 89-544)*
41 *Guide for the Care and Use of Laboratory Animals*. National Institutes of Health.
42 *Position Statements*. Association for Accreditation and Assessment of Laboratory Animal
43 Care International (AAALAC) International
44 *Institutional Animal Care and Use Committee Guidebook*. 2nd Edition, 2002. Office of
45 Laboratory Animal Welfares/Applied Research Ethics National Association.

Policy: 3207 Live Organisms in the Classroom and Laboratory
P_3207_Live_Organisms_Classroom_Laboratory 2022 10 05 Rev4 SE BR VG