



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

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**REGULAR SESSION MINUTES**  
**June 20, 2023**

Chair Gene Concordia called the Regular Session of the Board of Trustees of Rowan College of South Jersey to order at 6:30 p.m., which was held in-person on the Gloucester Campus.

Meg Resue, Special Assistant to President and Board of Trustees, read the Open Public Meetings Act Statement: “In compliance with the ‘Open Public Meetings Act’ of the State of New Jersey, adequate notice of this meeting of the Rowan College of South Jersey Board of Trustees was provided by the forwarding of a notice on March 1, 2023, 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  
Ms. Yolanda Garcia Balicki, Esq.(virtual)  
Dr. Edward Geletka\*  
Ms. Ruby Love  
Mr. Ken Mecouch  
Dr. Warren Wallace  
Dr. Frederick Keating, President, Ex-Officio

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

**Members Absent:**

Rev. Dr. James Dunkins  
Mr. Douglas Wills, Esq.

**Advisor Present:**

Mr. Dave Rapuano, Esq.

Chair Concordia welcomed everyone and acknowledged the presence of the Gloucester College Assembly Chair Ya Vanca Brooks, and Faculty Senate Acting Chair Jen Hoxworth and proceeded to introduce Dr. Keating to begin the Student and Employee Spotlight portion of the agenda.

When the Chair noted Cumberland County Commissioner Director Albrecht’s arrival to the meeting, Chair Concordia acknowledged and welcomed him.

**GLOUCESTER EMPLOYEE ACKNOWLEDGEMENT AND STUDENT ATHLETE SPOTLIGHT:**

Chair Gene Concordia introduced Judy Atkinson, VP Student Services and Shawn Rutter, Co-Advisor of PTK, followed by an Athletics report by Dr. Keating.

Phi Theta Kapa- Judy Atkinson, VP Student Services and Shawn Rutter, PTK Co-Advisor

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- Judy Atkinson introduced Shawn Rutter who highlighted Alejandra Valencia, PTK Co-Advisor, Gloucester Campus, and Michael Lemon, PTK Advisor, Cumberland Campus for their dedication to serving the students of RCSJ's PTK Campus Chapters. Both Alejandra and Michael had successfully completed the five levels of the Five-Star Advisor Plan, a self-guided online professional development curriculum designed to increase their effectiveness in building stronger chapters across both campuses in support of the college's students and were recognized by the Board and President Keating for their notable achievement.

RCSJ Athletics – Dr. Keating

- Brian Rowan and student athletes were unable to attend this evening, so Dr. Keating highlighted the many successes of the RCSJ's Spring Sports athletics and noted that RCSJ's athletes perform all the way around – academically and athletically and that next year will prove to be more of the same as the college continues to grow the program.

### **GLOUCESTER FACULTY/EMPLOYEE SPOTLIGHT INITIATIVE**

Dr. Keating introduced Gloucester Faculty Senate Representative Jen Hoxworth and then Assembly Chair Ya Vanca Brooks to introduce their respective governance committees' nominees to spotlight for the Board of Trustees.

Faculty Senate – Jen Hoxworth, Acting Chair

- Ms. Jen Hoxworth introduced the Faculty Senate's nominee, Dr. Andrea Vinci, Assistant Professor- Division of Communications and Creative and Performing Arts, Division Coordinator for English and Communications, and Director of the 3+1 in Applied Professional Communications. Ms. Hoxworth stated, "Dr. Vinci is a linchpin for RCSJ, developing new programming, mentoring newer faculty, facilitating, and guiding efforts to improve assessment and pedagogy within the English and Communications department, and leading within the Faculty Senate as a Co-Chair for the Faculty Issues Subcommittee. She is a dedicated instructor in the classroom whose students benefit from both her doctoral research centered on our actual student population and her commitment to empowering students as capable and independent lifelong learners".

College Assembly – Ya Vanca Brooks, Chair

- Ms. Brooks introduced Gina Forte, Senior Payroll Accountant and provided the following statement, "Gina's peers say that she is kind, helpful and knowledgeable about her subject area. If someone asked Gina a question, she will go out of her way to answer and get the information needed, if she does not know it".

### **RCSJ ANNUAL AUDIT REPORT – Bowman & Company, LLC**

Carol McAllister, CPA, RMA provided an outcomes summary of the College's annual audit report reporting there were no findings and no correction plans needed for implementation on either campus, and noted the institution was found fiscally sound for FY2022. She indicated that the staff was pleasant and cooperative throughout the entire audit process.

### **PRESIDENT'S REPORT**

Dr. Keating discussed the concept of University College(UC) in partnership with Rowan University (RU). This partnership, if approved this evening, is designed not only as a means to

secure current Rowan Choice enrollment but to garner more enrollment through RU, in addition to the continued development of other Rowan Choice programs and diverse credential pathways. (attachment) Through a shared services agreement with RU, if approved, the President would share 20 percent of his work week as an executive level Administrative Consultant to RU on the research and development of UC.

### **ACCEPTANCE OF MINUTES**

The April 18, 2023 Regular Session Meeting minutes were approved as published.

### **FINANCE**

**Nick Burzichelli**, Executive Vice President/COO, presented the financial statements as listed below and reviewed the finance resolutions for approval.

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

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Mecouch, approving the following items 1 through 3: (resolutions attached)

1. RCSJ FY2022 Financial Audit
2. Gloucester Revised FY2024 Tuition & Fee Schedule
3. Cumberland Revised FY2024 Tuition & Fee Schedule

### **PLANNING/FACILITIES**

**Nick Burzichelli**, Executive Vice President/COO, reviewed the annual purchasing needs and explained the items listed below for action.

Informational Item: Campus Safety Crime Statistics -Report – Rowan College of South Jersey Campus Safety Crime Statistics for April & May 2023 for both campuses (attached).

On the recommendation of the President, Trustee Daws made a motion, seconded by Trustee Abele, approving the following items 1 through 33: (resolutions attached)

1. Exception to Requirement to Purchase of Certain Goods & Services
2. Purchase Agreement: Applied Video Technology
3. Cooperative Pricing Agreement with Camden County Educational Services Commission
4. Cooperative Purchasing Agreement: County of Cumberland as lead agent
5. Cooperative Purchasing Agreement: County of Gloucester as lead agent
6. Printing Contract: Evergreen Printing
7. Purchasing Contract: E&I Cooperative Services
8. Approve Agreement: Ellucian Banner ERP
9. Approve Agreement: Ellucian Colleague ERP
10. Cooperative Pricing Agreement: Educational Services Commission of NJ
11. Approve Agreement: Educational Services Commission of NJ – purchase custodial supplies
12. Purchase Contracts with approved General Services Administration Federal Supply Schedules
13. Cooperative Pricing Agreement: Hunterdon County Educational Services Commission
14. Purchase of Goods & Services: MMCAP Infuse National Cooperative Contracts
15. Purchase Goods & Services: National Cooperative Purchasing Alliance
16. Approve Agreement: Netcarrier Telecom
17. NJCCC Joint Purchasing Consortium Catalog/Purchasing Access
18. Purchase Goods & Services: NJ EdgeMarket Cooperative Pricing System
19. Purchase Goods & Services: OMNIA Partners Contract Catalog Access
20. Purchase of Goods & Services: PEPPM Cooperative Purchasing

21. Non-binding Cooperative Agreement/Purchase of Goods & Services: RCSJ, Rowan University & Rowan College of Burlington
22. Purchase Goods & Services: Sourcewell National Contracts Purchasing Catalog
23. Purchase Goods & Services: New Jersey State Contract Vendors List
24. Purchase Goods & Services: The Interlocal Purchasing System
25. Approve Agreement: Trane – HVAC ERU (Gloucester)
26. Approve Agreement: Trane – HVAC BAS (Gloucester)
27. Purchase Goods & Services: Trane U.S. Inc./OMNIA - Preventive Maintenance of College Air Handler Units
28. Approve Agreement: Warshauer Electric Supply
29. Purchase Goods & Services w/o Advertising: Pay-to-Play Vendors List
30. Approve Agreement: Dobson Turf Management
31. Approve Tri-Partite Use Agreement: GCI, GCSSSD and RCSJ
32. Approve Grant Amendment: NJ Securing Our Children’s Future Bond Act
33. Approve: RU MOU Addendum – University College

### **PERSONNEL**

**Nick Burzichelli**, Executive Vice President/COO, presented the personnel actions and noted the annual salary increase for non-represented full-time and regular part-time employees and the 2023-2024 holiday calendar items were tabled to be addressed at a future board meeting and not subject to approval action during this meeting.

On the recommendation of the President, Trustee Love made a motion, seconded by Trustee Bumpus, unanimously approving the Personnel Actions, minus the tabled items, as presented in item 1: (documents attached)

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

On the recommendation of the Board of Trustees Chair, Trustee Love made a motion, seconded by Trustee Abele, unanimously authorized the shared services agreement as presented below in item 2: (document attached)

2. Shared Services Agreement with Rowan University and RCSJ - University College

### **ACADEMIC SERVICES**

**Dr. Brenden Rickards**, Vice President / Provost, Academic Services went over and briefly explained the items listed for action below.

On the recommendation of the President, Trustee Balicki made a motion, seconded by Trustee Bumpus, approving the following items 1 through 11. (resolutions attached)

1. Apply, upon award, accept additional 2023 grant funding: Consolidated Adult Basic Skill, Integrated English Literacy/Civics Grant (Gloucester)
2. Apply, upon award, accept 2024 funding: Consolidated Adult Basic Skill, Integrated English Literacy/Civics Grant (Gloucester)
3. Apply and accept Consortium Partnership 2024 grant funding: Consolidated Adult Basic Skill, Integrated English Literacy/Civics Grant (Cumberland)
4. Shared Services Agreement: RCSJ-Gloucester as provider of Occupational & Educational Training (Gloucester)
5. Apply, upon award, accept grant funding: Corning Foundation-Pilot Certified Manufacturing Associate Program (Cumberland)
6. Apply, upon award, accept grant funding: Healthy Living & Financial Wellness Program (Cumberland)

7. Apply, upon award, accept grant funding: Displaced Homemaker Program Grant of Gloucester & Cumberland Counties
8. Apply, upon award, accept grant funding: Displaced Homemaker Program- Steps to a Career (Gloucester)
9. Apply, upon award, accept grant funding: NJ DOL & Workforce Development, Lifelong Learning Accounts Program
10. Shared Services Agreement: GCSSSD Professional Social Worker Services (Gloucester)
11. Shared Services Agreement: Gloucester County and RCSJ – Operation of the GC Animal Spay & Neuter Clinic

### **POLICY**

**Meg Resue**, Special Assistant to the President & Board of Trustees presented the listed policies below.

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

1. Reaffirm Policies:
  - 3103 Degree Certificate Requirements
  - 3205 Institutional Review Board
  - 3401 Art Collection
2. Revised Policy:
  - 6201 Students Payments, Delinquent Accounts, and Refunds
3. New Policy
  - 7019 Pregnant and Parenting Students and Employees

### **STUDENT SERVICES**

**Judy Atkinson**, Vice President, Student Services commented on the success of the two commencement ceremonies along with the fabulous weather we had for both days. She thanked the Board for all they do and praised the teamwork of the RCSJ staff for all their hard work to make ceremonies the memorable events for all our students.

Ms. Atkinson also shared that the Gloucester Campus is setting up a One Stop model in Student Services, similar to the Cumberland Campus' successful version, which allows for one point of entry because it is apparent our students need the extra support. We also contracted with Blackboard to provide a virtual One Stop model for both campuses that can also service Spanish speaking students and allows students access to a live person after hours and on weekends. If the students' needs are more complex, there is a report available to the RCSJ staff on all Blackboard's activities so they may respond to those students with open, more complex questions that Blackboard could not supply.

### **BRANCH CAMPUS**

**Dr. Jim Piccone**, Vice President/CAO, Branch Campus

Dr. Piccone provided the following year-end grant summary.

#### **RCSJ Grants Over the Years**

- FY2018-2019 (Pre-Merger), Total Number of Grants: 17, Total Award Amount: \$3,931,134
- FY2022-2023, Total Number of Grants: 49 (+32 Grants), Total Award Amount: \$18,313,004
- Our grant funding has increased by **79%** (\$14,467,273) since 2018.

- 8 Pending Grant Applications (submitted and awaiting decision) in FY23: \$11,705,674

#### **Total Award Amounts by Funder**

- State Awards- 54%, (\$9.8M)
- Federal Awards- 31%, (\$5.7M)
- Subawards- 10%- (\$1.8M)
- 75% of Subawards are from Rowan or RowanSOM
- County Workforce Awards- 5% \$900,000
- Top 4 Funders- NJ Office of the Secretary of Higher Education (State), National Science Foundation (Fed), NJ Department of Labor, and US Department of Education.

Dr. Piccone thanked the many people who are involved in making the grants department run smoothly. There are a lot of moving parts, and it would not be possible without the exceptional staff we have here at RCSJ.

#### **INNOVATION & TECHNOLOGY**

**Josh Piddington**, Vice President/CIO, Innovation & Technology, spoke to the opening of the GCIT Advanced Manufacturing building in a few months. While this was a collaborative project with GCIT, what was unique was that the technology infrastructure details were developed by the RCSJ IT team. This meant the infrastructure development needed two distinct technology system usable by GCIT during the day and RCSJ during the evening that are all work collaboratively together. Josh thanked his team for their expertise in their unique technology areas.

#### **ROWAN COLLEGE FOUNDATION**

**Cody Miller**, Director, Foundation & Alumni Relations, thanked the Board for their support and noted that because of the partnerships with Inspira, Acenda and Rastelli Foods, the Foundation this year has \$200,000 additional scholarship support, which he said is very noteworthy. This funding is in addition to the Foundation's funding, the food pantry support, student support, and funding for some of our non-credit scholarship program as well. Mr. Miller thanked Student Services, as the division banded together to raise money in memory of George Rae, an RCSJ-Gloucester Advisor who recently passed away. Working with Mrs. Beth Rae, Mr. Miller indicated she has decided to create an endowment to honor his memory by providing a scholarship to a student transferring to Rowan University.

#### **PUBLIC PORTION**

Chair Concordia asked for Public comment, none was received.

#### **ADJOURNMENT**

At 8:26 p.m., Trustee Love made a motion, seconded by Trustee Mecouch. The motion was unanimously approved to adjourn the regular meeting.

Respectfully submitted,

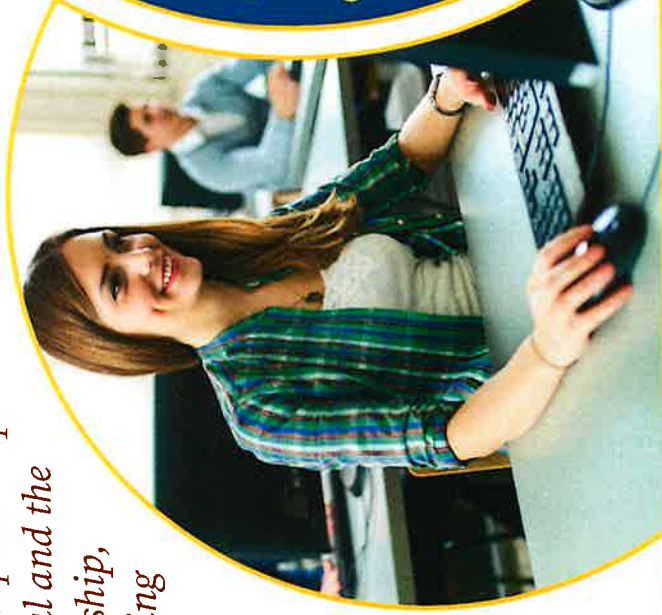
Notes taken by: M. Resue

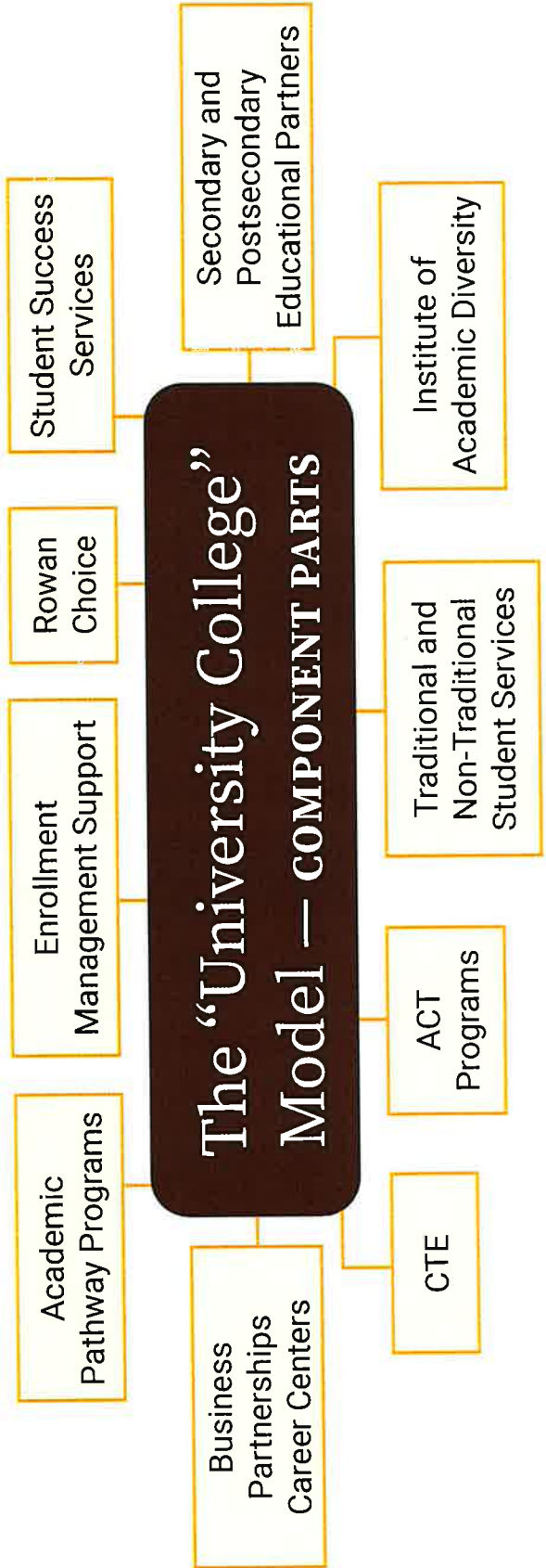
Len Daws, Secretary



## An Outline to Become Student-Ready through University College

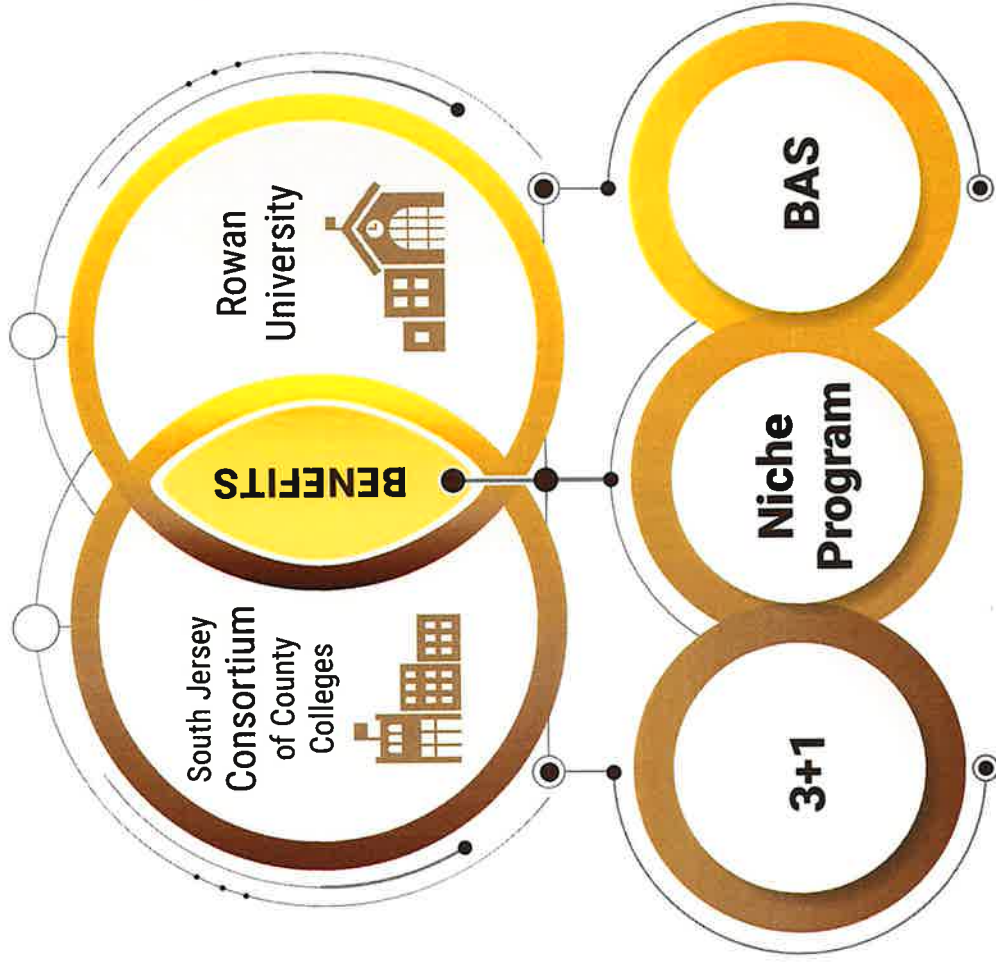
“ At student-ready colleges, students are responsible for doing the work needed to complete the path to a higher education credential and the college takes leadership, ownership, and accountability for everything associated with curating the path through the institution and aligning learning and post-college outcomes (Brown McNair, et al., 2022, p. 6). ”





Rowan University Student Population	Direct Major Enrollment	70%
	University College Enrollment	30%





## UNIVERSITY COLLEGE

- South Jersey Consortium of County Colleges

*Autonomous County Systems joined by a shared service agreement*

- South Jersey Regional High School Consortium
  - Public
  - Private



## Rowan Connection

Value and encouragement needs to be evident along the pathway to higher education. At the completion of each step, there is a recognition of accomplishment.

Rowan University

RESEARCH

Doctoral Degree

GRAD SCHOOL

Master's Degree

SENIOR

Bachelor's Degree

JUNIOR

3+1  
Certificate of Undergraduate Studies

SOPHOMORE

Associate Degree

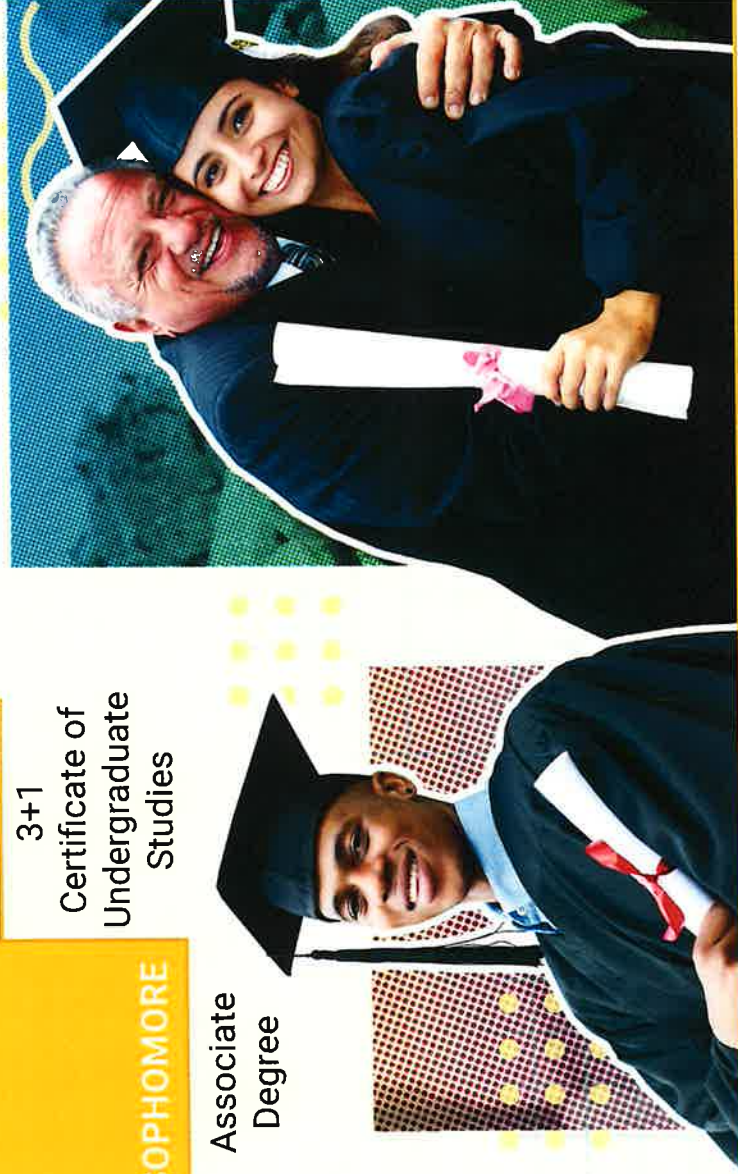
FRESHMAN

Industry Certification

HIGH SCHOOL

High School Diploma/  
Equivalency

Rowan University College  
Rowan College of South Jersey



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

	5/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
Educational and General			
Student Tuition - Credit	\$ 18,322,614	\$ 20,425,444	\$ 2,102,830
Police Academy - Tuition	48,000	65,880	17,880
Fire Academy - Tuition	70,000	84,040	14,040
Continuing Education	1,362,500	1,076,604	(285,896)
GCIT	125,000		(125,000)
Fees	12,807,867	12,800,363	(7,504)
Out of County	75,000	79,637	4,637
Government Appropriations			
State	11,146,273	10,055,128	(1,091,145)
Police Academy - State Funding	60,000	55,000	(5,000)
Fire Academy - State Funding	9,430	8,644	(786)
Continuing Ed - State Funding	107,168	98,237	(8,931)
Act - State Funding	87,500	80,208	(7,292)
County	15,368,993	13,629,910	(1,739,083)
EDC - County Funding	275,000	252,083	(22,917)
Rowan Medicine - County Funding	75,000	68,750	(6,250)
Police Academy - County Funding	132,245	121,225	(11,020)
Fire Academy - County Funding	193,000	176,917	(16,083)
ACT Center - County Funding	205,762	188,615	(17,147)
			-
Federal		-	-
Other Revenues	455,500	622,741	167,241
Auxiliary Enterprises	796,550	517,040	(279,510)
Administrative Revenue	300,000		(300,000)
Other Revenues	230,000		(230,000)
Drawdown from Unrestricted Fund Balance	1,445,210		(1,445,210)
County Debt Forgiveness	270,000		(270,000)
Cumberland Chargeback			-
Reserve for Admin Systems Fee	(230,076)		230,076
Reserve for Capital Project	462,501		(462,501)
<b>Total Revenues</b>	<b>\$ 64,201,037</b>	<b>\$ 60,406,467</b>	<b>\$ (3,794,570)</b>

## Current Operating Expenditures

Instruction - Total	\$ 23,645,007	\$ 19,212,722	\$ 4,432,285
Personnel - FT	10,515,746	9,041,101	1,474,645
Personnel - FT OT, OL, Misc	3,541,753	3,221,033	320,720
Benefits	5,305,447	3,206,861	2,098,586
Personnel - PT	3,979,631	3,495,303	484,328
Expenses	302,430	248,424	54,006
Continuing Education - Total	\$ 2,330,434	\$ 2,014,171	\$ 316,263
Personnel - FT	839,647	740,871	98,776
Personnel - FT OT, OL, Misc	225	9,025	(8,800)
Benefits	393,214	292,911	100,303
Personnel - PT	444,291	404,404	39,887
Expenses	653,057	566,960	86,097
Police Academy - Total	\$ 197,938	\$ 184,773	\$ 13,165
Personnel - FT	69,164	73,709	(4,545)
Personnel - FT OT, OL, Misc	-	-	-
Benefits	35,009	19,529	15,480
Personnel - PT	66,506	72,794	(6,288)
Expenses	27,259	18,741	8,518
Fire Academy - Total	\$ 204,208	\$ 200,688	\$ 3,520
Personnel - FT	62,988	54,416	8,572
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	31,882	17,115	14,767
Personnel - PT	64,881	97,826	(32,945)
Expenses	38,408	31,331	7,077
Academic Support - Total	\$ 4,190,627	\$ 4,168,457	\$ 22,170
Personnel - FT	2,151,094	1,929,882	221,212
Personnel - FT OT, OL, Misc	70,904	54,992	15,912
Benefits	1,085,439	1,301,554	(216,115)
Personnel - PT	481,928	460,946	20,982
Expenses	401,262	421,083	(19,821)
Student Services - Total	\$ 11,460,091	\$ 11,232,498	\$ 227,593
Personnel - FT	6,293,315	5,379,607	913,708
Personnel - FT OT, OL, Misc	94,666	109,890	(15,224)
Benefits	3,063,092	3,971,444	(908,352)
Personnel - PT	829,201	764,245	64,956
Expenses	1,179,817	1,007,312	172,505
Institutional Support - Total	\$ 11,906,978	\$ 11,167,951	\$ 739,027
Personnel - FT	4,794,785	4,341,942	452,843
Personnel - FT OT, OL, Misc	23,500	144,529	(121,029)
Benefits	2,429,466	3,147,949	(718,483)
Personnel - PT	179,628	176,505	3,123
Expenses	4,479,599	3,357,026	1,122,573
Operating & Maintenance - Total	\$ 9,629,430	\$ 8,536,685	\$ 1,092,745

Personnel - FT	2,014,812	1,624,909	389,903
Personnel - FT OT, OL, Misc	79,439	120,674	(41,235)
Benefits	1,016,988	1,049,497	(32,509)
Personnel - PT	112,685	126,073	(13,388)
Expenses	6,405,506	5,615,532	789,974
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	391,237	\$ 23,420
Auxiliary Enterprises	\$ 100,917	126,220	\$ (25,303)
Debt Payments	\$ 120,750	120,750	\$ -
<b>Total Operating Expenditures</b>	<b>\$ 64,201,037</b>	<b>\$ 57,356,152</b>	<b>\$ 6,844,885</b>

ROWAN COLLEGE OF SOUTH JERSEY  
MONTHLY OPERATING REPORT  
FOR THE MONTH ENDING MAY 31, 2023  
Gloucester Campus

	5/31/2023		
	Budget Amount	Actual Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 13,303,132	\$ 15,013,798	\$ 1,710,666
Police Academy - Tuition	48,000	65,880	17,880
Fire Academy - Tuition	70,000	84,040	14,040
Continuing Education	725,000	462,680	(262,320)
GCIT	125,000		(125,000)
Fees	9,469,971	9,464,979	(4,992)
Out of County	25,000	22,456	(2,544)
<b>Government Appropriations</b>			
<b>State</b>			
State	6,888,508	6,159,627	(728,881)
Police Academy - State Funding	60,000	55,000	(5,000)
Fire Academy - State Funding	9,430	8,644	(786)
Continuing Ed - State Funding	107,168	98,237	(8,931)
Act - State Funding	87,500	80,208	(7,292)
<b>County</b>			
EDC - County Funding	8,118,993	8,192,410	73,417
EDC - County Funding	275,000	252,083	(22,917)
Rowan Medicine - County Funding	75,000	68,750	(6,250)
Police Academy - County Funding	132,245	121,225	(11,020)
Fire Academy - County Funding	193,000	176,917	(16,083)
ACT Center - County Funding	205,762	188,615	(17,147)
			-
<b>Federal</b>			
		-	-
Other Revenues	87,000	448,180	361,180
Auxiliary Enterprises	488,300	218,444	(269,856)
Administrative Revenue	300,000		(300,000)
Other Revenues	230,000		(230,000)
Drawdown from Unrestricted Fund Balance	1,445,210		(1,445,210)
County Debt Forgiveness	270,000		(270,000)
Cumberland Chargeback			-
Reserve for Admin Systems Fee	(230,076)		230,076
Reserve for Capital Project	(230,076)		230,076
<b>Total Revenues</b>	<b>\$ 42,279,067</b>	<b>\$ 41,182,174</b>	<b>\$ (1,096,893)</b>
<b>Current Operating Expenditures</b>			
Instruction - Total	\$ 16,403,585	\$ 12,922,449	\$ 3,481,136
Personnel - FT	7,610,886	6,424,995	1,185,891
Personnel - FT OT, OL, Misc	2,249,253	2,172,227	77,026
Benefits	3,852,401	1,911,674	1,940,727
Personnel - PT	2,506,065	2,257,491	248,574

Expenses	184,980	156,062	28,918
Continuing Education - Total	\$ 1,592,713	\$ 1,315,319	\$ 277,394
Personnel - FT	603,893	536,293	67,600
Personnel - FT OT, OL, Misc	225	3,625	(3,400)
Benefits	305,672	169,474	136,198
Personnel - PT	245,540	200,656	44,884
Expenses	437,384	405,271	32,113
Police Academy - Total	\$ 197,938	\$ 184,773	\$ 13,165
Personnel - FT	69,164	73,709	(4,545)
Personnel - FT OT, OL, Misc	-	-	-
Benefits	35,009	19,529	15,480
Personnel - PT	66,506	72,794	(6,288)
Expenses	27,259	18,741	8,518
Fire Academy - Total	\$ 204,208	\$ 200,688	\$ 3,520
Personnel - FT	62,988	54,416	8,572
Personnel - FT OT, OL, Misc	6,049	-	6,049
Benefits	31,882	17,115	14,767
Personnel - PT	64,881	97,826	(32,945)
Expenses	38,408	31,331	7,077
Academic Support - Total	\$ 2,921,694	\$ 3,033,912	\$ (112,218)
Personnel - FT	1,492,310	1,351,691	140,619
Personnel - FT OT, OL, Misc	58,304	54,992	3,312
Benefits	755,362	992,023	(236,661)
Personnel - PT	292,632	295,909	(3,277)
Expenses	323,087	339,297	(16,210)
Student Services - Total	\$ 7,598,607	\$ 7,716,785	\$ (118,178)
Personnel - FT	4,134,585	3,479,467	655,118
Personnel - FT OT, OL, Misc	88,166	82,341	5,825
Benefits	2,092,802	2,946,511	(853,709)
Personnel - PT	426,472	413,519	12,953
Expenses	856,581	794,947	61,634
Institutional Support - Total	\$ 6,802,316	\$ 7,055,206	\$ (252,890)
Personnel - FT	3,002,910	2,686,971	315,939
Personnel - FT OT, OL, Misc	3,000	89,190	(86,190)
Benefits	1,519,982	2,276,203	(756,221)
Personnel - PT	65,010	121,028	(56,018)
Expenses	2,211,414	1,881,814	329,600
Operating & Maintenance - Total	\$ 6,038,006	\$ 5,573,784	\$ 464,222
Personnel - FT	1,941,403	1,557,617	383,786
Personnel - FT OT, OL, Misc	79,439	120,135	(40,696)
Benefits	982,680	1,024,549	(41,869)
Personnel - PT	89,478	108,185	(18,707)
Expenses	2,945,007	2,763,298	181,709
Leasing Expenses		-	\$ -
Retiree Benefits	\$ 414,657	391,237	\$ 23,420
Auxiliary Enterprises	\$ 20,817	42,421	\$ (21,604)
Debt Payments	\$ 84,525	84,525	\$ -
<b>Total Operating Expenditures</b>	<b>\$ 42,279,067</b>	<b>\$ 38,521,099</b>	<b>\$ 3,757,968</b>

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

	5/31/2023		
	Budget Amount	Y-T-D	Delta Y-T-D
<b>Current Operating Revenues</b>			
<b>Educational and General</b>			
Student Tuition - Credit	\$ 5,019,482	\$ 5,411,646	\$ 392,164
Continuing Education	637,500	613,924	(23,576)
Fees	3,337,896	3,335,384	(2,512)
Out of County (Charge back)	50,000	57,180	7,180
	-		-
<b>Government Appropriations</b>			
State	4,257,765	3,895,502	(362,263)
County	7,250,000	5,437,500	(1,812,500)
<b>Other Revenues</b>			
Auxiliary Enterprises	368,500	174,561	(193,939)
	308,250	298,596	(9,654)
<b>Reserve Capital Proj</b>			
Reserve from FY19	692,577		(692,577)
Drawdown from Unrestricted Fund Balance	-		-
Federal (CARES Act)	-	-	-
<b>Total Revenues</b>	<b>\$ 21,921,970</b>	<b>\$ 19,224,293</b>	<b>\$ (2,697,677)</b>
<b>Current Operating Expenditures</b>			
<b>Instruction - Total</b>			
Personnel - FT	\$ 7,241,422	\$ 6,290,273	\$ 951,149
Personnel - FT OT, OL, Misc	2,904,860	2,616,106	288,754
Benefits	1,292,500	1,048,806	243,694
Personnel - PT	1,453,046	1,295,187	157,859
Expenses	1,473,566	1,237,812	235,754
	117,450	92,362	25,088
<b>Continuing Education - Total</b>			
Personnel - FT	\$ 737,720	\$ 698,852	\$ 38,868
Personnel - FT OT, OL, Misc	235,754	204,578	31,176
Benefits	-	5,400	(5,400)
Personnel - PT	87,542	123,437	(35,895)
Expenses	198,751	203,748	(4,997)
	215,673	161,689	53,984
<b>Academic Support - Total</b>			
Personnel - FT	\$ 1,268,932	\$ 1,134,545	\$ 134,387
Personnel - FT OT, OL, Misc	658,784	578,191	80,593
Benefits	12,600	-	12,600
Personnel - PT	330,077	309,531	20,546
Expenses	189,296	165,037	24,259
	78,175	81,786	(3,611)



Student Services - Total	\$ 3,861,486	\$ 3,515,713	\$ 345,773
Personnel - FT	2,158,730	1,900,140	258,590
Personnel - FT OT, OL, Misc	6,500	27,549	(21,049)
Benefits	970,290	1,024,933	(54,643)
Personnel - PT	402,729	350,726	52,003
Expenses	323,237	212,365	110,872
Institutional Support - Total	\$ 5,104,661	4,112,745	\$ 991,916
Personnel - FT	1,791,875	1,654,971	136,904
Personnel - FT OT, OL, Misc	20,500	55,339	(34,839)
Benefits	909,484	871,746	37,738
Personnel - PT	114,618	55,477	59,141
Expenses	2,268,184	1,475,212	792,972
Operating & Maintenance - Total	\$ 3,591,424	\$ 2,962,901	\$ 628,523
Personnel - FT	73,409	67,292	6,117
Personnel - FT OT, OL, Misc	-	539	(539)
Benefits	34,308	24,948	9,360
Personnel - PT	23,207	17,888	5,319
Expenses	3,460,500	2,852,234	608,266
Debt Service	\$ 36,225	36,225	\$ -
Retiree Benefits			\$ -
Auxiliary Enterprises	\$ 80,100	83,799	\$ (3,699)
<b>Total Operating Expenditures</b>	<b>\$ 21,921,970</b>	<b>\$ 18,835,053</b>	<b>\$ 3,086,917</b>



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ACKNOWLEDGE AND ACCEPT THE FISCAL YEAR 2022 AUDIT REPORT**

**WHEREAS, Rowan College of South Jersey (RCSJ) must perform an annual audit in accordance with Generally Accepted Accounting Standards (GAAS) of the American Institute of CPA's, and**

**WHEREAS, the Board of Trustees at their July 13, 2021 meeting appointed Bowman and Company LLP to conduct the annual FY21 and FY22 audit with a one-year extension to conduct annual FY2 audit;**

**WHEREAS, The Financial Statements subjected to this audit were prepared following Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Auditing Standards Board (GASB**

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees hereby acknowledges and accepts the Fiscal Year 2022 RCSJ Audit as presented.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE REVISED ROWAN COLLEGE OF SOUTH JERSEY - GLOUCESTER FISCAL YEAR 2024 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 2024 that was approved by the Board of Trustees on March 21<sup>st</sup>, 2023, and

**WHEREAS**, there is a need to adjust the refund schedule listed within the tuition and fee schedule; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 20th day of June 2023 that the Revised Fiscal Year 2024 tuition and fees schedule had been approved.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20<sup>th</sup>, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY  
GLOUCESTER CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective September 2023)**

<b><u>A) TUITION:</u></b>	<b><u>PER CREDIT</u></b>
Gloucester and Cumberland County residents	\$120.00
Out-of-County residents	148.00 (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	33-50% discount
Discount on tuition and per credit fees only	
Senior Citizens	100% discount
Discount on tuition only	
Out-of-County Veterans	charged in-county rate
<b><u>B) REQUIRED FEES and EQUIPMENT:</u></b>	<b><u>PER CREDIT</u></b>
General Service Fee	\$ 42.00 (2)
Capital Fee	2.00 (3)
Admin Systems Fee	2.00 (9)
Laptop	cost pass-through, \$600-\$800 (8)
<b><u>C) OTHER FEES:</u></b>	<b><u>PER OCCURRENCE</u></b>
Graduation Petition 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	\$1,750 per semester
Automotive Technology (beginning 2nd academic term)	\$1,250 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 2023)**

**(Continued)**

**D) COURSE FEES:**

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

<b><u>Fee Category</u></b>	<b><u>Courses Included</u></b>	
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
D	Materials Fee – BIO 215, BIO 221	150.00
F	First Day Digital Books (some courses)	cost pass-through (6) currently \$43.75-\$129 per course
G	Lab Instruction Fee – 1 Contact	120.00
H	Lab Instruction Fee – 2 Contacts	240.00
I	Lab Instruction Fee – 3 Contacts	360.00
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 2023)**

**(Continued)**

**REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY**

- For full-term courses only, students will receive a 100% refund prior to and during the first week of the semester; 0% will be refunded thereafter.
- For accelerated courses, see Administrative Procedure 6201 Student Payments, Delinquent Accounts, and Refunds for the refund schedule.

**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 2023)**

**(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 2023)**

**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 REVISED ROWAN COLLEGE OF SOUTH JERSEY – CUMBERLAND FISCAL YEAR 2024 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 2024 that was approved by the Board of Trustees on March 21<sup>st</sup>, 2023, and

**WHEREAS**, there is a need to adjust the refund schedule listed within the tuition and fee schedule; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees on the 20th day of June 2023 that the Revised Fiscal Year 2024 tuition and fees schedule had been approved.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20<sup>th</sup>, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary



**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective September 2023)**

<b><u>A) TUITION:</u></b>	<b><u>PER CREDIT</u></b>
Cumberland and Gloucester County residents	\$120.00
Out-of-County residents	148.00 (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	33-50% discount
Discount on tuition and per credit fees only	
Senior Citizens	100% discount
Discount on tuition only	
Out-of-County Veterans	charged in-county rate

<b><u>B) REQUIRED FEES AND EQUIPMENT:</u></b>	<b><u>PER CREDIT</u></b>
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)

<b><u>C) OTHER FEES:</u></b>	<b><u>PER OCCURRENCE</u></b>
Graduation Petition 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	\$1,750 per semester
Radiography Program Fee	\$1,750 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 2023)**

**(Continued)**

**D) COURSE FEES:**

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

<b><u>Fee Category</u></b>	<b><u>Courses Included</u></b>	
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-\$129 per course
G	Lab Instruction Fee – 1 Contact	120.00
H	Lab Instruction Fee – 2 Contacts	240.00
I	Lab Instruction Fee – 3 Contacts	360.00
K	Curriculum Review Fee	425.00
O	On-line Program Delivery Fee	75.00
P	Materials Fee – BI 203 Microbiology	150.00
Q	Materials Fee – BI 221 Cell & Molecular Biology	150.00

**REFUND SCHEDULE – APPROVED WITHDRAWALS ONLY**

- For full-term courses only, students will receive a 100% refund prior to and during the first week of the semester; 0% will be refunded thereafter.
- For accelerated courses, see Administrative Procedure 6201 Student Payments, Delinquent Accounts, and Refunds for the refund schedule.

**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective September 2023)**

**(Continued)**

**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

**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.

**ROWAN COLLEGE OF SOUTH JERSEY  
CUMBERLAND CAMPUS  
TUITION AND FEES SCHEDULE  
(Effective September 2023)**

**(Continued)**

- (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.
- (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 - \$129.
- (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.

# SAFETY AND SECURITY DEPARTMENT



## REPORT

**TO:** Meg Resue, Special Assistant to the President  
**FROM:** Paul Babcock, Director of Campus Safety and Security  
**DATE:** June 12<sup>th</sup>, 2023  
**SUBJECT:** **CRIME STATISTICS for the month of April 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	0 Incidents
Receiving Stolen Property	0 Incidents	0 Incidents
False Public Alarms	2 Incidents	0 Incidents
Emergency Notifications	0 Incidents	0 Incidents
Assault	0 Incidents	0 Incidents
Sexual Assault/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	2 Incidents	0 Incidents
Other Incidents	4 Incidents	1 Incidents

# SAFETY AND SECURITY DEPARTMENT



## REPORT

**TO:** Meg Resue, Special Assistant to the President  
**FROM:** Paul Babcock, Director of Campus Safety and Security  
**DATE:** June 12<sup>th</sup>, 2023  
**SUBJECT:** **CRIME STATISTICS for the month of May 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	0 Incidents
Receiving Stolen Property	0 Incidents	0 Incidents
False Public Alarms	2 Incidents	0 Incidents
Emergency Notifications	0 Incidents	0 Incidents
Assault	0 Incidents	0 Incidents
Sexual Assault/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	5 Incidents	0 Incidents
Other Incidents	1 Incidents	0 Incidents



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES PURSUANT TO N.J.S.A. 18A:64A-25.5 EXCEPTIONS TO REQUIREMENT FOR ADVERTISING AND AUTHORIZING THE PURCHASE OF CERTAIN GOODS AND SERVICES**

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services for the college; and

**WHEREAS**, Rowan College of South Jersey, pursuant to 18A:64A-25.5, allows the Board of Trustees the authority to approve the purchase, contract or agreement in excess of \$37,500 (current bid threshold) which may be negotiated or awarded without public advertising for bids if the subject matter consist of the attached list of exceptions; and

**WHEREAS**, Rowan College of South Jersey, pursuant to 18A:64A-25.5, allows the Board of Trustees the authority to approve the purchase, contract or agreements which may, in the aggregate, exceed of \$17,500 (current pay to play threshold) that are negotiated or awarded without public advertising for bids if the subject matter consist of the attached list of exceptions; 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 Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from the attached list without the need of advertising or accepting bids as allowed by N.J.S.A. 18A:64A-25.5, in accordance with all applicable New Jersey Statutes and subject to the availability of funds.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





## Estimated Annual Cost for FY 2023 – 2024

18A:64A-25.5 (3) Materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted

<u>Allegheny Educational Systems</u>	\$50,000
<u>Phillips Corporation</u>	\$50,000
<u>ProEducation Solutions</u>	\$60,000
<u>Steris Corp</u>	\$30,000
<u>Trane</u>	\$350,000

18A:64A-25.5 (6) - Textbooks, copyrighted materials, student produced publications and services incidental thereto, library materials including without limitation books, periodicals, newspapers, documents, pamphlets, photographs, reproductions, microfilms, pictorial or graphic works, musical scores, maps, charts, globes, sound recordings, slides, films, filmstrips, video and magnetic tapes, other printed or published matter and audiovisual and other materials of a similar nature, necessary binding or rebinding of library materials and specialized library services

<u>Amazon</u>	\$75,000
<u>Barnes and Noble College Booksellers</u>	\$1,400,000
<u>Gloucester/Cumberland/Salem On-Line Library Database</u>	\$60,000
<u>EBSCO LOGIN NJ</u>	\$30,000
<u>Ingram Library Services</u>	\$40,000
<u>NJEdge/NJIT VALE</u>	\$90,000
<u>ProQuest</u>	\$70,000
<u>SirsiDynix</u>	\$170,000

18A:64A-25.5 (8) – The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board.

<u>Atlantic City Electric</u>	\$665,000
<u>Constellation New Energy</u>	\$500,000
<u>Deptford Municipal Utilities Authority</u>	\$200,000
<u>Direct Energy</u>	\$140,000
<u>South Jersey Gas Co &amp; South Jersey Energy</u>	\$250,000
<u>UGI Energy Co</u>	\$400,000
<u>Vineland Municipal Utilities</u>	\$327,000

18A:64A-25.5 (12) - Publishing of legal notices in newspapers, as required by law.

<u>Courier Post</u>	\$30,000
<u>Daily Journal</u>	\$30,000
<u>Gannett Media</u>	\$30,000
<u>NJ Advanced Media</u>	\$30,000
<u>The South Jersey Times</u>	\$30,000

## Estimated Annual Cost for FY 2023 – 2024

**18A:64A-25.5 (14)** - The collection of amounts due on student loans, including without limitation loans guaranteed by or made with funds of the United States of America.

**Penn Credit** \$50,000

**18A:64A-25.5 (15)** Professional consulting services.

**Condensed Curriculum International** (Online Training/Certification) \$40,000  
**Daniel Bevilacqua** (Finance and Compliance) \$40,000  
**Integrity Interpreting** (Interpreting Services) \$40,000  
**Joyce Feder** (Curriculum and Program Development) \$40,000  
**Knacktek, LLC** \$40,000  
**Leona Mather** \$35,000  
**Paul T Bucci** (Grant Consulting) \$175,000  
**ProTrain** (Online Training and Certification) \$40,000  
**RS-5** (Analytics Information Management) \$40,000  
**ThinkingStorm / Georgetown Learning Centers** (Online Tutoring) \$50,000  
**TTI Environmental** (Environmental Services) \$250,000

**18A:64A-25.5 (18)** Printing, including without limitation catalogs, yearbooks and course announcements.

**Alliance Marketing Services** \$75,000  
**Bellia Printing** \$75,000  
**Document Concepts** \$75,000  
**Evergreen Printing** \$75,000  
**Office Basics** \$75,000  
**Print Solutions Plus** \$75,000  
**Print Signs and Designs** \$75,000

**18A:64A-25.5 (19)** the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software.

**Alertus** \$50,000  
**APC by Schneider Electric** \$40,000  
**BlackBaud** \$30,000  
**Blackboard** \$550,000  
**CareerAmerica / OCELOT** \$30,000  
**EAB Global** \$75,000  
**Ellucian** \$1,700,000  
**EMS Software** \$30,000  
**Entrinsik (Informer)** \$20,000  
**Evisions** \$40,000  
**Herman Goldner** \$75,000  
**Hobsons Inc.** \$50,000  
**Honeywell Building Solutions** \$40,000  
**Hyland Software** \$400,000  
**Mercury-eg** \$40,000

Estimated Annual Cost for FY 2023 – 2024

<u>Monoprice, Inc</u>	\$200,000
<u>Mythics</u>	\$250,000
<u>NJCCC</u>	\$400,000
<u>PowerSchool</u>	\$35,000
<u>ProEducation Solutions</u>	\$60,000
<u>Sonitrol</u>	\$70,000
<u>TeamDynamix Solutions</u>	\$65,000
<u>TimeClock Plus</u>	\$40,000
<u>TouchNet</u>	\$85,000

18A:64A-25.5 (20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment.

<u>4Imprint</u>	\$75,000
<u>ABC Inc.</u>	\$40,000
<u>Action Signs</u>	\$40,000
<u>Alliance Marketing Services</u>	\$75,000
<u>Bellia Printing</u>	\$75,000
<u>Clear Channel</u>	\$400,000
<u>COMCAST</u>	\$300,000
<u>Document Concepts</u>	\$75,000
<u>Intersectional Media</u>	\$400,000
<u>Lamar Advertising</u>	\$50,000
<u>LocalIQ</u>	\$75,000
<u>NBC</u>	\$30,000
<u>Office Basics</u>	\$75,000
<u>Print Solutions Plus</u>	\$75,000
<u>Print Signs and Designs</u>	\$75,000

18A:64A-25.5 (21) Educational supplies, books, articles of clothing and other miscellaneous articles purchased by a county college bookstore, or by a service or management company under contract with a county college to operate a county college bookstore for resale to college students and employees.

<u>Barnes and Noble College Booksellers</u>	\$1,400,000
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18A:64A-25.5 (23) Expenses for travel or conferences

<u>Academy Bus</u>	\$40,000
<u>JC Tours Inc.</u>	\$60,000
<u>Sheppard Bus</u>	\$60,000
<u>Stout's Charter</u>	\$40,000
<u>US Coachway</u>	\$40,000



**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 AVTQ25162-08 in the amount of \$89,241 using OMNIA contract R200803.

**WHEREAS**, the financial obligation will be paid from 2023 Chapter 12 funds; 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 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 \$89,241.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION**

**WHEREAS**, The State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.10 of the County College Contracts Law and N.J.S.A. 52:34-6.2b(3) applicable to the College; and

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Camden County Educational Services Commission, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under Camden County Educational Services Commission Cooperative Pricing System Contracts as needed during the period of July 1, 2023 – June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH APPROVED COUNTY OF CUMBERLAND CONTRACT VENDORS**

**WHEREAS**, in accordance with 18A:64A-25.10, the Rowan College of South Jersey is permitted to enter into agreements with other local governmental units; and

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing the County of Cumberland contracts; and

**WHEREAS**, the County of Cumberland acts as lead agency in the County Cooperative contract purchasing system; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with any County of Cumberland contracted vendors as needed through this resolution and properly executed contracts, which shall be subject to all of the conditions applicable to current State contracting laws; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey authorizes the Rowan College of South Jersey to enter into an Agreement, under the Uniform Shared Services and Consolidation Act, with the County of Cumberland serving as lead county cooperative purchasing agent, with the individual vendors available in their catalog pursuant to all conditions of the individual County of Cumberland Contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH APPROVED COUNTY OF GLOUCESTER CONTRACT VENDORS PURSUANT TO 18A:64A-25.10**

**WHEREAS**, in accordance with 18A:64A-25.10, the Rowan College of South Jersey is permitted to enter into agreements with other local governmental units; and

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing the County of Gloucester contracts; and

**WHEREAS**, the County of Gloucester acts as lead agency in the County Cooperative contract purchasing system; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with any County of Gloucester contracted vendors as needed through this resolution and properly executed contracts, which shall be subject to all of the conditions applicable to current State contracting laws; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey authorizes the Rowan College of South Jersey to enter into an Agreement, under the Uniform Shared Services and Consolidation Act, with the County of Gloucester serving as lead county cooperative purchasing agent, with the individual vendors available in their catalog pursuant to all conditions of the individual County of Gloucester Contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AWARDING A CONTRACT TO EVERGREEN PRINTING**

**WHEREAS**, Rowan College of South Jersey (hereinafter “College”) publicly solicited bids for CTE Course Guide Printing; 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**, one (1) sealed bid was received and publicly opened on May 9, 2023; and

**WHEREAS**, the bid was as follows:

<u>Bidder</u>	<u>Base Bid</u>
Evergreen Printing	\$98,275.32

**WHEREAS**, the bid of Evergreen Printing (hereinafter “Evergreen”) has been reviewed by the College’s purchasing department who has recommended an award to Evergreen for the Base Bid in the amount of \$98,275.32 which includes four (4) print runs Fall 2023, Spring 2024, Fall 2024 and Spring 2025, each costing \$24,568.83 as the lowest responsive bidder; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 hereby awards a contract to Evergreen Printing for CTE Course Guide Printing for the Base Bid amount of \$98,275.32.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary







**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN E&I COOPERATIVE SERVICES AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may 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 has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the E&I Cooperative Service's catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the E&I Cooperative Services Contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20, 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 ELLUCIAN**

**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 Ellucian is the sole source supplier of Banner ERP software and wishes to enter into an agreement for a period of one year in the amount of \$364,131 beginning on July 1, 2023 and ending on June 30, 2024; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 Ellucian in the amount of \$364,131 for a period of July 1, 2023 to June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





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

**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 Ellucian is the sole source supplier of Colleague ERP software and wishes to enter into an agreement for a period of one year in the amount of \$308,071 beginning on July 1, 2023 and ending on June 30, 2024; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 Ellucian in the amount of \$308,071 for a period of July 1, 2023 to June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE  
ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL  
SERVICES COMMISSION OF NEW JERSEY (ESCNJ)**

**WHEREAS**, N.J.S.A. 40A:11-11(5) and N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Educational Services Commission of New Jersey, hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, all services and products included in the 2023-2024 Educational Services Commission of New Jersey Cooperative Pricing System catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey hereby authorizes the approval of the resolution to accept the Agreement between the Educational Services Commission of New Jersey and Rowan College of South Jersey for the Period July 1, 2023 – June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ) FOR THE PURCHASE AND RECEIPT OF CUSTODIAL SUPPLIES**

**WHEREAS**, NJSA 18A:64A-25.10 authorizes the board of trustees of county colleges, other institutions of higher education and other units of government to provide jointly by agreement for the purchase of work, materials, or supplies for their respective agencies; and

**WHEREAS**, Rowan College of South Jersey has joined The Educational Services Commission of New Jersey, (ESCNJ), for the purpose to work together to negotiate the best rates and costs for the benefit of the participating agencies; and

**WHEREAS**, ESCNJ will serve as the Lead Agency in this joint agreement for the purchase of custodial supplies; and

**WHEREAS**, the custodial supplies prices were requested in the form of a bid following all appropriate legislation including PL 2004, Chapter 19 and NJSA 19:44A-20.4 New Jersey Local Unit Pay-To-Play Laws; 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 a joint agreement with the Educational Services Commission of New Jersey for the purchase of custodial supplies on an as needed basis from the awarded vendors listed in bid number ESCNJ-21/22-18.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING CONTRACTS WITH CERTAIN APPROVED FEDERAL SUPPLY SCHEDULES OF THE GENERAL SERVICES ADMINISTRATION PURSUANT TO N.J.S.A. 18A:64A-25.9b**

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing the Federal Supply Schedules of the General Services Administration; and

**WHEREAS**, 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**, The Rowan College of South Jersey intends to enter into contracts with Federal Contract Vendors through this resolution and properly executed contracts, on an as needed basis, which shall be subject to all the conditions applicable to the current Federal supply schedules; 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 Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from all approved Federal Supply Schedules of the General Services Administration pursuant to all conditions of the individual Federal Contracts on an as needed basis.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary



GSA Contracts for FY 2023 - 2024

Dynamic Security

GSA Contract Number GS-07F-0251X good through 1/20/26

Hill-Rom

GSA Contract Number 36F79721D0160 good through 4/30/26



**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE  
ROWAN COLLEGE OF SOUTH JERSEY AND HUNTERDON  
COUNTY EDUCATIONAL SERVICES COMMISSION'S  
COOPERATIVE PRICING SYSTEM**

**WHEREAS**, N.J.S.A. 40A:11-11(5) and N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, Hunterdon County Educational Services Commission, hereinafter referred to as the "Lead Agency" has offered voluntary participation in the Hunterdon County Educational Services Commission Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, all services and products included in the 2023-2024 Hunterdon County Educational Services Commission Cooperative Pricing System catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under Hunterdon County Educational Services Commission Cooperative Pricing System Contracts as needed during the period of July 1, 2023 – June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary







**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN MMCAP INFUSE NATIONAL COOPERATIVE CONTRACTS AND THE 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, may 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 has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the MMCAP Infuses catalog would be eligible and available for Rowan College of South Jersey to participate; 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the MMCAP Infuse contracts as needed.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:   
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN THE NATIONAL COOPERATIVE PURCHASING ALLIANCE AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may 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 has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the National Cooperative Purchasing Alliance catalog would be eligible and available for Rowan College of South Jersey to participate; 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the National Cooperative Purchasing Alliance contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY TO APPROVE THE AWARD OF A CONTRACT FOR VOICE SERVICES INCLUDING ANALOG LINES, SIP TRUNKS AND LONG-DISTANCE SERVICE TO NETCARRIER TELCOM INC.**

**WHEREAS**, Rowan College of South Jersey has a need to acquire a contract for voice services including analog lines, SIP trunks and long-distance 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**, two (2) proposals were received and publicly opened; and

**WHEREAS**, NetCarrier Telecom, Inc. has properly submitted a proposal with an annual cost of \$67,500.36; and

**WHEREAS**, the College's administration has determined that NetCarrier Telecom, Inc. has met the criteria as specified; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 NetCarrier Telecom, Inc. for a period of July 1, 2023, to June 30, 2028, with the option to extend for two additional years at the discretion of the college.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN ROWAN COLLEGE OF SOUTH JERSEY AND THE NEW JERSEY COUNCIL OF COMMUNITY COLLEGES (NJCCC) PURSUANT TO N.J.S.A. 40A:65-1 and 18A:64A-25.10**

**WHEREAS**, Rowan College of South Jersey agrees to enter into an Internal-Local Agency/Shared Services Agreement/Consortia with the NJCCC to provide products and services to the Rowan College of South Jersey per 40A:65-1 *et.seq.*, the Uniform Shared Services and Consolidation Act and 18A:64A-25.10; and

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with the NJCCC through properly executed contracts, which shall be subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, all services and products included in the 2023-2024 NJCCC JPC's catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under NJCCC JPC contracts as necessary.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE  
ROWAN COLLEGE OF SOUTH JERSEY AND NJEDGE'S EDGE  
MARKET COOPERATIVE PRICING SYSTEM**

**WHEREAS**, N.J.S.A. 40A:11-11(5) and N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, NJEdge.Net, Inc., hereinafter referred to as the "Lead Agency" has offered voluntary participation in the Edge Market Cooperative Pricing System for the purchase of goods and services; and

**WHEREAS**, all services and products included in the 2023-2024 Edge Market Cooperative Pricing System catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of the Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under Edge Market Cooperative Pricing System Contracts as needed during the period of July 1, 2023 – June 30, 2024.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN OMNIA PARTNERS NATIONAL COOPERATIVE CONTRACTS AND THE 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, may 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 has the need on a timely basis to purchase goods or services utilizing National cooperative contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the 2023-2024 OMNIA Partners catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the OMNIA Partners Contracts as needed.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN PEPPM COOPERATIVE PURCHASING AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may 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 has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the PEPPM Cooperative Purchasing catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under PEPPM Cooperative Purchasing contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO ENTER INTO COOPERATIVE PURCHASING AGREEMENTS WITH ROWAN COLLEGE AT BURLINGTON COUNTY AND ROWAN UNIVERSITY WHENEVER SUCH PURCHASES SERVE TO THE MUTUAL BENEFIT OF THE INSTITUTIONS**

**WHEREAS**, Rowan College of South Jersey, Rowan College of Burlington County, and Rowan University, have pledged to work in the spirit of cooperation and mutual benefit whenever such actions benefit the institutions and their respective student bodies; and

**WHEREAS**, it has been determined through analysis of the three procurement systems that there are opportunities that exist for cost savings and service enhancements in the various supply chain needs at the three institutions; and

**WHEREAS**, such cooperative purchasing streams would only be employed after analysis to determine if such savings opportunities existed in the particular commodity being purchased on a real time basis; and

**WHEREAS**, there will exist no binding obligation to any institution to cooperatively purchase unless the benefit is determined and sought after for the particular commodity or service; and

**WHEREAS**, there exists within the regulations and compliance laws of the three institutions the ability to purchase goods and services from other State Agencies that also adhere to New Jersey State procurement laws and regulations without the need for an independent public procurement process; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Rowan College of South Jersey hereby approves the Rowan College of South Jersey to enter into a non-binding cooperative agreement to purchase goods and services within the three institution systems whenever it is determined to be in the best interest of either one or all members of the agreement.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary







**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN SOURCEWELL NATIONAL COOPERATIVE CONTRACTS 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, may 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 has the need on a timely basis to purchase goods or services utilizing National cooperative contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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 period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the Sourcewell 2023-2024 catalog on an as needed basis.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACTS WITH CERTAIN APPROVED  
STATE CONTRACT VENDORS PURSUANT TO N.J.S.A. 18A:64A-25.9a**

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

**WHEREAS**, Rowan College of South Jersey has the need on a timely basis to purchase goods or services utilizing State Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with State Contract Vendors on an as needed basis through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts; 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 Board of Trustees of the Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services from all approved New Jersey State Contract Vendors, including those on the attached list, pursuant to all conditions of the individual State Contracts.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary



Purchases through State agency  
Estimated annual cost for FY 2023-2024

<u>Affordable Interior Solutions</u>	\$250,000
<u>Allied Universal Security Services</u>	\$100,000
<u>Aspire, Inc</u>	\$650,000
<u>B&amp;H Photo &amp; Electronics Corp</u>	\$1,200,000
<u>Bellia Office Furniture</u>	\$350,000
<u>Canon</u>	\$200,000
<u>CDW Government</u>	\$650,000
<u>Commercial Interiors</u>	\$100,000
<u>Computer Comforts</u>	\$800,000
<u>Core BTS Inc</u>	\$800,000
<u>Dell</u>	\$1,100,000
<u>ePlus</u>	\$550,000
<u>Exemplis</u>	\$500,000
<u>GovConnection</u>	\$550,000
<u>Graybar</u>	\$600,000
<u>Groupe Lacasse</u>	\$700,000
<u>Haworth</u>	\$200,000
<u>HP</u>	\$650,000
<u>HPE</u>	\$600,000
<u>Journey Ed</u>	\$450,000
<u>Krueger International</u>	\$600,000
<u>Lenovo</u>	\$1,600,000
<u>Microsoft</u>	\$300,000
<u>NJEDGE.Net</u>	\$600,000
<u>NWN Corp.</u>	\$700,000
<u>Pitney Bowes</u>	\$80,000
<u>Promedia Technology Services, Inc</u>	\$800,000
<u>Ricoh</u>	\$100,000
<u>SafeCo</u>	\$40,000
<u>SHI International Corp</u>	\$1,300,000
<u>Stellar Services, Inc</u>	\$150,000
<u>UNICON, Inc</u>	\$100,000
<u>Verizon</u>	\$30,000
<u>Xerox</u>	\$50,000
<u>Xerox (Stewart Business Systems)</u>	\$50,000



**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN THE INTERLOCAL PURCHASING SYSTEM AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, pursuant to N.J.S.A. 52:34-6.2 and LFN 2012-10, may 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 has the need on a timely basis to purchase goods or services utilizing National Cooperative Contracts; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with National Cooperative Contracts 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**, all services and products included in the TIPS (The Interlocal Purchasing System) catalog would be eligible and available for Rowan College of South Jersey to participate; and

**WHEREAS**, the period will be from July 1, 2023 – June 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 Board of Trustees of Rowan College of South Jersey hereby authorizes and directs the Purchasing Officer to purchase certain goods or services under the TIPS (The Interlocal Purchasing System) contracts on an as needed basis.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN 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, Trane, 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 # 3341; and

**WHEREAS**, Trane has submitted two quotes based on contract pricing to provide Academic Support Center ERU hardware for \$55,900 and installation / BAS controls for \$79,250 for a total of \$135,150; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 Trane in the amount of \$135,150 to provide HVAC ERU hardware, installation, and BAS controls for the Academic Support Center.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

Attested:

  
Len Daws, Secretary

  
Gene J. Concordia, Chairperson





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN TRANE 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, 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 # 3341; and

**WHEREAS**, Trane has submitted a quote based on contract pricing to provide BAS upgrade services for the Behavioral Health Science Building for \$121,500; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 Trane in the amount of \$121,500 to provide HVAC BAS upgrade services to the Behavioral Health Science building.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

Attested:

  
Len Daws, Secretary

  
Gene J. Concordia, Chairperson





**RESOLUTION TO AUTHORIZE CONTRACT 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 # 3341; and

**WHEREAS**, Trane U.S. Inc. has submitted the following quotes based on contract pricing to provide annual service contracts.

7313985	\$209,585	Main Campus HVAC
7313930	\$3,316	Fire Academy HVAC
7313928	\$12,251	EDC HVAC
7313833	\$28,239	RMC HVAC
7264193	\$12,980	Health Sciences Center
Total	\$266,371	

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 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 number 3341 in the amount of \$266,371 for the Preventive Maintenance of the Colleges Air Handler Units.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:   
Len Daws, Secretary





**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN WARSHAUER ELECTRIC SUPPLY AND ROWAN COLLEGE OF SOUTH JERSEY**

**WHEREAS**, Rowan College of South Jersey, Gloucester Campus, needs to purchase retrofit LED light upgrade panels for the College Center lighting upgrade; 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 three quotes were solicited; and

**WHEREAS**, Rowan College of South Jersey intends to enter into a contract with Warshauer Electric Supply in the amount of \$25,000 for 400 LED light panels subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the financial obligation will be paid from Chapter 12 funds; 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 Warshauer Electric Supply for 400 LED light panels in the amount of \$25,000

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary







**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES AUTHORIZING THE PURCHASE OF CERTAIN GOODS OR SERVICES FROM VENDORS WHO, IN THE AGGREGATE, MAY EXCEED THE PAY TO PLAY THRESHOLD OF \$17,500**

**WHEREAS**, County Contract Law (18A:64A-25.3) does not require public advertising if the purchases do not exceed \$37,500; and

**WHEREAS**, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, *et seq* provides that when values of aggregate contracts exceed \$17,500, the vendor is subject to the Pay-to-Play law; and

**WHEREAS**, Rowan College of South Jersey, pursuant to 18A:64A-25.19, allows the Board of Trustees the authority to approve the purchase, contract or agreements which may, in the aggregate, exceed of \$17,500 (current pay to play threshold) that are negotiated or awarded without public advertising; and

**WHEREAS**, the Executive Vice President and Chief Operating Officer has determined that the total value of contracts awarded may exceed \$17,500 and funds are available; and

**WHEREAS**, Rowan College of South Jersey intends to enter into contracts with the attached referenced vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to County Contract Law; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Rowan College of South Jersey authorizes the purchase of goods or services from the attached list without the need of advertising as allowed by County College Contract Law in accordance with all applicable New Jersey Statutes and subject to the availability of funds.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary



Purchases through window contracts or in aggregate more than \$17,500

Estimated annual cost for FY 2023-2024

<u>Action Plumbing</u>	\$30,000
<u>Action Sign Company</u>	\$30,000
<u>Atlas Flasher Company</u>	\$30,000
<u>Automation Dynamics (FA Link)</u>	\$20,000
<u>Burlington English</u>	\$25,000
<u>DLT Solutions</u>	\$25,000
<u>DVL Group</u>	\$25,000
<u>EKS Industrial Technologies</u>	\$30,000
<u>EVERFI</u>	\$25,000
<u>GoSignMeUp</u>	\$20,000
<u>JC Tours</u>	\$35,000
<u>Industrial Diesel Power</u>	\$30,000
<u>Law Man Supply</u>	\$25,000
<u>Literacy New Jersey</u>	\$25,000
<u>Mac's Security</u>	\$35,000
<u>Master Locators</u>	\$20,000
<u>Public Safety Outfitters</u>	\$25,000
<u>Respondus, Inc</u>	\$20,000
<u>Scholarship Solutions</u>	\$35,000
<u>Sheppard Bus</u>	\$35,000
<u>Tel-Dat Communications</u>	\$25,000
<u>Turnitin</u>	\$20,000
<u>Verizon</u>	\$30,000
<u>Vertiv Corp</u>	\$30,000
<u>Warshauer Electric Supply Company</u>	\$35,000



**RESOLUTION TO AUTHORIZE CONTRACT BETWEEN DOBSON TURF MANAGEMENT AND ROWAN COLLEGE OF SOUTH JERSEY FOR ATHLETICS LANDSCAPING**

**WHEREAS**, Rowan College of South Jersey needs a contractor to perform athletics landscaping on an as needed basis during the year; 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**, the Executive Vice President and Chief Operating Officer has determined that the total value of contracts awarded will exceed \$17,500; and

**WHEREAS**, Rowan College of South Jersey intends to enter into a contract with Dobson Turf Management for athletics landscaping in the amount of \$27,395 subject to all the conditions applicable to the current State of New Jersey Contract Laws; and

**WHEREAS**, the financial obligation will be paid from institutional funds; 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 Dobson Turf Management for athletics landscaping services as needed in the amount of \$27,395.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES APPROVING A TRI-PARTITE USE AGREEMENT WITH THE GLOUCESTER COUNTY INSTITUTE OF TECHNOLOGY AND THE GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT**

**WHEREAS**, Rowan College of South Jersey (RCSJ), the Gloucester County Institute of Technology (GCIT), and the Gloucester County Special Services School District (GCSSSD) desire to formalize a Tri-Partite use agreement; and

**WHEREAS**, the parties hereto are part of the Gloucester County Educational Campus, and each maintains state-of-the-art facilities and provides educational opportunities and unique programs to students and attendees; and

**WHEREAS**, the use of any facility by RCSJ, GCIT, and GCSSSD shall be free of charge to the parties, and the premises shall be provided to the user on an "as-is" basis; and

**WHEREAS**, the agreement is in effect in perpetuity, unless terminated by any party as per the terms of the attached agreement, effective immediately; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes RCSJ to execute and enter into the Tri-Partite use agreement with the Gloucester County Institute of Technology and the Gloucester County Special Services School District, in perpetuity, unless cancelled.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY  
BOARD OF TRUSTEES FOR APPROVAL TO AMEND THE GRANT FUNDING  
PROPOSAL SUBMITTED TO THE STATE OF NEW JERSEY PURSUANT TO THE  
SECURING OUR CHILDREN'S FUTURE BOND ACT, P.L. 2018, C. 119 (THE  
"BOND ACT")**

**WHEREAS**, the Rowan College of South Jersey Board of Trustees hereby certifies that permission is granted to amend our initial submission proposal for the State of New Jersey's Securing Our Children's Future (SOCF) Bond Act grant; and

**WHEREAS**, the funds granted will now be allocated to construct a 15,126 square foot building addition to the current Nursing Health and Professionals Center located at RCSJ's Gloucester campus and include 8 learning labs and 4 offices that were not initially proposed; and

**WHEREAS**, the revised proposal will now allocate the \$3.75 million SOCF Bond Act Grant and the \$1.25 million County of Gloucester match to cover 10,058 square feet of the addition and will utilize RCSJ's bonded FY 2022 Chapter 12 allocation to fund the additional square footage and remaining project cost of \$2.5 million.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby grants approval to amend RCSJ's submitted proposal for the State of New Jersey's Securing Our Children's Future Bond Act grant program to include additional square footage and the amended project budget and fund allocations.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION APPROVING AND AUTHORIZING AN ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING WITH ROWAN UNIVERSITY AND AUTHROIZING THE OFFICERS OF ROWAN COLLEGE OF SOUTH JERSEY TO TAKE ALL ACTIONS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE EXECUTION OF THE UNIVERSITY COLLEGE AGREEMENT**

**WHEREAS**, the Board of Trustees (the “Board”) of the Rowan College of South Jersey (hereinafter the “College”), a body corporate in the State of New Jersey, desires to enhance the partnership with Rowan University to increase educational opportunities for potential students; and

**WHEREAS**, the Board intends to enter into an agreement with Rowan University to establish University College, a vibrant student-ready hub dedicated to holistically engaging a diverse population of students by providing the individualized support resources necessary to meet their educational goals through innovative strategies that augment student abilities by the creation of unique educational pathways and support services, ensuring that students are equipped to succeed and leave prepared to serve their communities and advance workforce sustainability; and

**WHEREAS**, Rowan College of South Jersey in conjunction with Rowan University will develop a detailed Memorandum of Understanding or similar agreement to establish responsibilities and terms; and

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

1. The Board hereby authorizes, approves, and consents to the development and execution of a Memorandum of Understanding, or similar agreement, with Rowan University, and further authorizes the Chairperson of the Board, the Secretary of the Board, the President of the College and Dominick Burzichelli, Executive Vice President and Chief Operating Officer as duly authorized by the Board (the “Authorized Officers” and each an “Authorized Officer”) to determine all matters in connection therewith.
2. All resolutions, orders, and other actions of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed, or revoked.
3. All actions heretofore taken, and documents prepared or executed by or on behalf of the College by its officials and by the College’s professional advisors, in connection with the MOU or agreement, or any other action in connection with or related to the MOU or agreement, are hereby ratified, confirmed, approved, and adopted.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chairperson

Attested:

  
Len Daws, Secretary



RCSJ - GLOUCESTER - PERSONNEL ACTIONS

DATE: 6/20/2023

Non-Represented Salary Administration Program\*: **TABLED**  
 A three-point two five (3.25) percent increase for non-represented full-time and regular part-time employees—  
 Grant funded employees may be eligible for an increase, depending on the conditions of the grant—Grant funded employees shall not receive salary increases in excess of amounts approved for other employees—This increase  
 does not apply to student workers or work-study employee categories.

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

(10) Ten Full-Time New Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	Instructor I, Nursing & Health Professions	Sherri Valone-Gaspari	Retirement	Internal Candidate	\$50,000.00 per year	9/1/2023
	Instructor I, Nursing & Health Professions	Gianna Prudente	Part-Time to Full-Time	Internal Candidate	\$60,000.00 per year	9/1/2023
	Senior Accountant	Ashley Bastelli	Part-Time to Full-Time	Internal Candidate	\$75,000.00 (grant-funded)	7/1/2023
	*Payroll Specialist	Rebecca Eastlick	New Position	External Hire	\$21.41 per hour	7/1/2023
	*Counseling Advisor	Hannah Simmons	Reassignment	External Hire	\$40,000.00 per year	6/26/2023
	Veterinarian	Jessica Lovich	New Position	External Hire	\$100,000.00 per year	8/14/2023
	Program Director, Community Health & Peer Recovery	John Thompson	New Position	External Hire	\$70,000.00 per year (grant-funded)	7/1/2023
	Instructor, Community Health & Peer Recovery	Rebecca O'Leary	New Position	External Hire	\$62,000.00 per year (grant-funded)	7/1/2023
	*Accountant	Elmi Trizifas	Resignation	External Hire	\$65,000.00 per year	7/10/2023
	*Manager, Student Affairs & Military Services Compliance	Danielle Crawford	New Position	Internal Candidate	\$50,000.00 per year	7/1/2023
	*Shared Services Agreement - Cumberland Campus - Chargeback					

(15) Fifteen Employee Transitions:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	*Associate Accountant	Donna Salvia	Salary Correction	Internal Candidate	\$12,432.00 per year	4/24/2023
	Team Coordinator III, Financial Aid	Lorna LaMagna	Reassignment	Internal Candidate	\$20.56 per hour (no salary change)	5/8/2023
	*Assistant Director, Financial Aid	Stephanie Fordyce	Resignation	Internal Candidate	\$52,185.00 per year	5/1/2023
	Custodian	Albert Jones	Contract Modification	Internal Candidate	\$16.50 per hour	4/15/2023
	Custodian	George-Anna Kelly	Contract Modification	Internal Candidate	\$16.50 per hour	4/15/2023
	Custodian	Nicholas Pilgino	Contract Modification	Internal Candidate	\$16.50 per hour	4/15/2023
	Custodian	Ives Wright	Contract Modification	Internal Candidate	\$16.50 per hour	4/15/2023
	Counseling Advisor	Brooks Malloy	Campus Transfer	Internal Candidate	\$40,000.00 per year	6/1/2023
	*Academic Specialist, Behavioral Science, Law, and Social Justice	Maryann Charlton	Title Change	Internal Candidate	\$21.41 per hour	7/1/2023
	*ACT Support Specialist	Gabriele Rizzo	Reassignment	Internal Candidate	\$21.41 per hour	6/10/2023
	*Assistant Director, Public Relations & Grant Research	Diane Carbonella	Dual Campus	Internal Candidate	\$50,054.72 per year	7/1/2023
	*Assistant Director, Video Production	Joel Davidson	Dual Campus	Internal Candidate	\$47,736.00 per year	7/1/2023
	*Administrator, Design & Publications	Allison Kosik	Dual Campus	Internal Candidate	\$41,600.00 per year	7/1/2023
	*Assistant Dean, STEM	Victoria Gall	Dual Campus	Internal Candidate	\$58,605.31 per year	7/1/2023
	*Assistant Dean, STEM	Karen Durkin	Resignation	Internal Candidate	\$116,594.00 per year	7/1/2023
	*Shared Services Agreement - Cumberland Campus - Chargeback					

(3) Three Part-Time Hires:	Title	Name	Rationale	Employment Pool	Salary	Effective Date
	Women's Head Tennis Coach	Mary Javett	Resignation	External Hire	\$8,208.00 per year	5/8/2023
	Men's Head Basketball Coach	Brendon Williams	Resignation	External Hire	\$10,459.00 per year	6/5/2023
	Part-Time Adult Basic Education Instructor	Jillmar Passig	Resignation	External Hire	\$25.00 per hour (grant-funded)	6/19/2023

(5) Five Resignations:	Title	Name	Rationale	Salary	Effective Date
	Team Coordinator III, Student Life	Cassandra Taylor	Resignation	\$15.37 per hour	4/28/2023
	Financial Aid Coordinator	Carlin Mitchell	Resignation	\$16.01 per hour	5/9/2023
	Custodian	Megan McConn	Resignation	\$14.45 per hour	4/14/2023
	Assistant Director, Graphic Design	Matthew Borgittis	Resignation	\$45,900.00 per year	5/2/2023
	Coordinator, Admissions	Ami Bento	Resignation	\$30,630.52 per year	5/31/2023

(2) Faculty Promotions:	Title	Name	Effective Date
	Associate Professor, Business Studies	Danielle Morganti	9/1/2023
	Professor, Education & Humanities	Zbigniew Jan Marczak	9/1/2023

(3) Three Adjunct 2023-2024 New Hires:	Name	Division
	Michelle Spellman	Nursing & Health Professions
	Renee Clime	Nursing & Health Professions
	Nancy Steinchell	STEM

(3) Three President Recommendations:  
 2023-2024 - Shared Services Agreement for Executive Professional Services between Rowan University and Rowan College South Jersey  
~~2023-2024 Holiday Calendar~~ **TABLED**  
 2023-2024 Athletic Coaches Salaries

**Shared Services Agreement  
for Executive Professional Services between  
Rowan University and Rowan College of South Jersey**

**Purpose**

This Shared Services Agreement between Rowan University (RU) and Rowan College of South Jersey (RCSJ) is the extension of a collaborative leadership relationship as both institutions advance their unique and innovative goals of providing quality, affordable, and accessible education to the residents of New Jersey.

**Summary**

In the role as Administrative Consultant to the RU Provost, the RCSJ President will research, develop, and implement the first year model of the University College concept, as well as research, develop, and implement structural alignment of the South Jersey Consortium of Community Colleges with the University and the College where strategically feasible.

**Work Scope & Duties**

The President of RCSJ, serving in the capacity of Administrative Consultant to the Provost at RU will be responsible for the following:

- a. Research and development of the University College model
  - Coordinate with the appropriate divisions at RU and RCSJ to implement the University College model
- b. Research and development of the Consortium of South Jersey Community Colleges
  - Outreach and collaboration with leadership of community colleges in South Jersey to create the Consortium of South Jersey Community Colleges
- c. Represent matters related to University College at RU Administrative Cabinet and Academic Advisory Committee meetings
- d. Meet quarterly with the RU Board of Trustees Chairperson, RU President, and RU Provost to provide University College/South Jersey Consortium of Community Colleges progress updates

**Work Term**

The term of this agreement shall be one (1) year, beginning July 1, 2023, and concluding June 30, 2024. A decision for renewal beyond June 30, 2024, will be negotiated and agreed upon no later than June 1, 2024.

**Work Product**

The Administrative Consultant to the RU Provost will provide a comprehensive report on the progress toward strategic short and long term goals and objectives for RCSJ's component piece of



University College model, as well as the action taken toward engaging the South Jersey Consortium of Community Colleges by May 1, 2024.

**Compensation Reimbursement to RCSJ for Administrative Consultant Services**

RCSJ Financial Services will invoice RU quarterly for the services rendered by the Administrative Consultant at twenty (20) percent of the cost of the College President’s annual salary and benefits package.

**Rowan University Representative**

\_\_\_\_\_  
Print: Name / Title

Date: \_\_\_\_\_

**Rowan College of South Jersey**

Date: \_\_\_\_\_

\_\_\_\_\_  
Gene J. Concordia, Chair  
RCSJ Board of Trustees

RCSJ Coaches Salary Schedule 2023-2024- Gloucester

<b>ROWAN COLLEGE OF SOUTH JERSEY (Gloucester Campus)</b> <b>Coaches Salary Schedule 2023-2024 (Proposed)</b>
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<b>Men's Soccer</b>	<b>2023-2024</b>
Head Coach	\$10,191
Assistant Coach	\$5,664
Assistant Coach	\$2,574

<b>Women's Soccer</b>	<b>2023-2024</b>
Head Coach	\$10,191
Assistant Coach	\$5,664
Assistant Coach	\$2,574

<b>Men's Cross Country</b>	<b>2023-2024</b>
Head Coach	\$6,307
Assistant Coach	\$2,702

<b>Women's Cross Country</b>	<b>2023-2024</b>
Head Coach	\$6,307
Assistant Coach	\$2,702

<b>Women's Tennis</b>	<b>2023-2024</b>
Head Coach	\$8,475
Assistant Coach	\$3,913

<b>Women's Volleyball</b>	<b>2023-2024</b>
Head Coach	\$7,775
Assistant Coach	\$3,877
Assistant Coach	\$1,580

<b>Men's Basketball</b>	<b>2023-2024</b>
Head Coach	\$10,799
Assistant Coach	\$5,940
Assistant Coach	\$2,574

<b>Women's Basketball</b>	<b>2023-2024</b>
Head Coach	\$10,799
Assistant Coach	\$5,940
Assistant Coach	\$2,574

<b>Men's Wrestling</b>	<b>2023-2024</b>
Head Coach	\$10,591
Assistant Coach	\$5,190
Assistant Coach	\$1,580

RCSJ Coaches Salary Schedule 2023-2024- Gloucester

<b>Baseball</b>	<b>2023-2024</b>
Head Coach	\$13,420
Assistant Coach	\$6,385
Assistant Coach	\$2,614
Fall Coach	\$7,497

<b>Men's Tennis</b>	<b>2023-2024</b>
Head Coach	\$8,475
Assistant Coach	\$3,913

<b>Softball</b>	<b>2023-2024</b>
Head Coach	\$13,420
Assistant Coach	\$6,385
Assistant Coach	\$2,614
Fall Coach	\$5,313

<b>Men's Outdoor Track &amp; Field</b>	<b>2023-2024</b>
Head Coach	\$6,307
Assistant Coach	\$2,885
Assistant Coach	\$2,574

<b>Women's Outdoor Track &amp; Field</b>	<b>2023-2024</b>
Head Coach	\$6,307
Assistant Coach	\$2,885
Assistant Coach	\$2,574

<b>Men's Golf</b>	<b>2023-2024</b>
Head Coach	\$3,861
Assistant Coach	\$1,580

<b>Women's Golf</b>	<b>2023-2024</b>
Head Coach	\$3,861
Assistant Coach	\$1,580

<b>Total</b>	\$240,930
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RCSJ - CUMBERLAND - PERSONNEL ACTIONS

DATE: 6/20/2023

**Non-Represented Salary Administration Program\*:**

A three point two five (3.25) percent increase for non-represented full-time and regular part-time employees

\*Grant funded employees may be eligible for an increase, depending on the conditions of the grant. Grant funded employees shall not receive salary increases in excess of amounts approved for other employees. This increase does not apply to student worker or work study employee categories.

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

<b>(1) One Full-Time New Hire:</b>	<b>Title</b>	<b>Name</b>	<b>Rationale</b>	<b>Employment Pool</b>	<b>Salary</b>	<b>Effective Date</b>
	Administrative Assistant, Advisement	Faith Karkocha	Reassignment	External Hire	\$21,41 per hour	5/1/2023

**(12) Twelve Employee Transitions:**

<b>Title</b>	<b>Name</b>	<b>Rationale</b>	<b>Employment Pool</b>	<b>Salary</b>	<b>Effective Date</b>
Administrative Specialist, CTE	Ranaia Hadden	Salary Correction	Internal Candidate	\$19,34 per hour	4/1/2023
Grants Analyst	James Morris	Reassignment	Internal Candidate	\$52,185.00 per year	7/1/2023
Senior Administrative Assistant, Nursing & Health Professions	Joyce Pugh	Promotion & Reclassification	Internal Candidate	\$44,458.00 per year	7/1/2023
Administrative Assistant, Early College High School	Parth Eubanks-Leach	Reclassification	Internal Candidate	\$42,958.00 per year	7/1/2023
Technical Assistant III, Adelante Juntos	Migdalia Mercado	Salary Correction	Internal Candidate	\$44,877.00 per year (grant-funded)	7/1/2023
Professor, Education & Humanities	Kathleen Felice	Promotion	Internal Candidate	\$74,220.00 per year	9/1/2023
Director III, Fine Arts	Jacqueline Sandro-Greenwell	Promotion	Internal Candidate	\$76,327.00 per year	7/1/2023
Associate Professor, Communications and Creative & Performing Arts	Valerie Gouse	Promotion	Internal Candidate	\$69,718.00 per year	9/1/2023
*Communications Specialist	Ahmad Graves-El	Dual Campus	Internal Candidate	\$41,447.00 per year	7/1/2023
*Marketing Specialist	Tionne King	Dual Campus	Internal Candidate	\$42,272.00 per year	7/1/2023
*Director, Assessment	Sheree Pace	Dual Campus	Internal Candidate	\$62,609.00 per year	7/1/2023
Project Director, GEAR UP	Shanice Ruiz	Resignation	Internal Candidate	\$65,265.00 per year (grant-funded)	6/16/2023

**\*Shared Services Agreement - Gloucester Campus - Chargeback**

<b>(1) One Part-Time Hire:</b>	<b>Title</b>	<b>Name</b>	<b>Rationale</b>	<b>Employment Pool</b>	<b>Salary</b>	<b>Effective Date</b>
	Part-Time Postsecondary Success Specialist, GEAR UP	Xavier Gonzalez	New Position	Internal Candidate	\$21.41 per hour (grant-funded)	4/16/2023

**(2) Two Resignation:**

<b>Title</b>	<b>Name</b>	<b>Rationale</b>	<b>Salary</b>	<b>Effective Date</b>
Student Development Advisor, Advisement & Retention	Trinee Parson	Resignation	\$55,516.00 per year	5/4/2023
Program Director, Dental Programs	Judith Zirkle	Resignation	\$70,000.00 per year	5/15/2023



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR AND ACCEPT ADDITIONAL FUNDING FROM THE CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAM (TITLE II) FOR THE GLOUCESTER CAMPUS**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted for Rowan College South Jersey, Gloucester Campus, to apply for additional state funding in fiscal year 22-23 through the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (Title II) for Rowan College South Jersey, Gloucester Campus; and

**WHEREAS**, the period of the award is April 19, 2023 through October 30, 2023 in an amount up to \$195,472; and

**WHEREAS**, funds will be utilized in the development, implementation, and improvement of adult education and literacy programs and activities through the operation of RCSJ, Gloucester Campus' Adult Education and Literacy Program; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the RCSJ Gloucester Campus to apply for additional state funding through the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program and accept a sum up to \$195,472 to operate the Adult Education and Literacy program at the RCSJ, Gloucester Campus for the period of April 19, 2023 through October 30, 2023.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR AND ACCEPT FUNDING FROM THE CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAM (TITLE II) FOR THE GLOUCESTER CAMPUS**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted for Rowan College South Jersey, Gloucester Campus, to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (Title II) for Rowan College South Jersey, Gloucester Campus; and

**WHEREAS**, the period of the grant is July 1, 2023 through June 30, 2024 in the amount up to \$329,661; and

**WHEREAS**, funds will be utilized in the development, implementation, and improvement of adult education and literacy programs and activities through operation of RCSJ, Gloucester Campus' Adult Education and Literacy Program; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the RCSJ Gloucester Campus to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program and accept the sum up to \$329,661 to operate the Adult Education and Literacy program at the RCSJ, Gloucester Campus for the period of July 1, 2023 through June 30, 2024.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 20, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPLY FOR AND ACCEPT FUNDING FROM THE CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAM (TITLE II) THROUGH CONSORTIUM PARTNER, SALEM COUNTY VOCATIONAL TECHNICAL SCHOOL DISTRICT FOR THE CUMBERLAND CAMPUS**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted for Rowan College South Jersey, Cumberland Campus, to apply for and receive funding from the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (Title II) as a consortium partner with the Salem County Vocational Technical School District; and

**WHEREAS**, the period of the grant is July 1, 2023 through June 30, 2024, in an amount up to \$285,000; and

**WHEREAS**, funds will be utilized in the development, implementation, and improvement of adult education and literacy programs and activities through operation of RCSJ, Cumberland Campus' Adult Education and Literacy Program; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the RCSJ Cumberland Campus to apply, through a consortium partnership with the Salem County Vocational Technical School District, for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program and accept a sum up to \$285,000 to operate the Adult Education and Literacy program at RCSJ, Cumberland Campus for the period of July 1, 2023 through June 30 2024.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held on Tuesday, June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**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, 2023 through December 31, 2023. 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, 2023 through December 31, 2023.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary







**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE APPLICATION AND ACCEPTANCE OF UP TO \$25,000 FROM A DIRECT GRANT THROUGH THE CORNING FOUNDATION FOR THE CUMBERLAND CAMPUS**

**WHEREAS**, The Corning Foundation has opened a request for a funding opportunity for Rowan College of South Jersey (RCSJ) to enhance the accessibility and success of at-risk students in advanced manufacturing training; and

**WHEREAS**, RCSJ is uniquely suited through our career and technical training programs in advanced manufacturing and our relationships with area high schools to provide recruitment and training of at-risk students; and

**WHEREAS**, RCSJ has designed a proposal for a pilot program with The Corning Foundation for a Certified Manufacturing Associate program for the period of October 1 2023 through May 31, 2024; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the application and acceptance of up to \$25,000 from a grant through The Corning Foundation to pilot a Certified Manufacturing Associate program in Cumberland County, NJ for the period of October 1, 2023 through May 31, 2024.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held Tuesday, June 20, 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 FROM THE CUMBERLAND COUNTY WORKFORCE AND ECONOMIC DEVELOPMENT BOARD IN AN AMOUNT UP TO \$200,000 FOR THE IMPLEMENTATION OF A HEALTHY LIVING AND FINANCIAL WELLNESS PROGRAM FOR THE CUMBERLAND CAMPUS**

**WHEREAS**, The Cumberland County Workforce and Economic Development Board has opened a funding opportunity to support a Healthy Living and Financial Wellness Program; and

**WHEREAS**, Rowan College of South Jersey (RCSJ) is positioned to provide career and life skills training in addition to health and wellness wrap-around services supporting the needs of overburdened families in Cumberland County; and

**WHEREAS**, the Healthy Living and Financial Wellness program would run from July 1, 2023 through December 31, 2023; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the application and acceptance of funding from the Cumberland County Workforce and Economic Development Board in an amount up to \$200,000 for a Healthy Living and Financial Wellness Program for the period of July 1, 2023 through December 31, 2023.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE DISPLACED HOMEMAKER PROGRAM OF GLOUCESTER AND CUMBERLAND COUNTY TO APPLY AND ACCEPT FUNDING FOR THE DISPLACED HOMEMAKERS GRANT FROM NJ DEPARTMENT OF CHILDREN AND FAMILIES, DIVISION ON WOMEN**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to the Displaced Homemaker Program of Gloucester and Cumberland County to apply and upon award, accept funding from the NJ Department of Children and Families, Division on Women for the Displaced Homemakers Grant; and

**WHEREAS**, the period of the programs will be July 1, 2023 through June 30, 2024 in the amount of \$319,999.00; and

**WHEREAS**, the Displaced Homemaker Program of Gloucester and Cumberland County will assist displaced homemakers to become emotionally and economically self-sufficient through life skills training, education or vocational training and supportive services; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey authorizes the approval of the resolution for the Displaced Homemaker Program of Gloucester and Cumberland County to apply and upon award, accept funding from NJ Department of Children, Division on Women for the Displaced Homemakers Grant for the period of July 1, 2023 through June 30, 2024 in the amount of \$319,999, 00.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

Attested:

  
Len Daws, Secretary

  
Gene J. Concordia, Chair





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE THE CENTER FOR PEOPLE IN TRANSITION OF GLOUCESTER COUNTY TO APPLY AND ACCEPT FUNDING FOR THE DISPLACED HOMEMAKERS GRANT, STEPS TO A CAREER PROGRAM FROM THE UNITED WAY OF GLOUCESTER COUNTY**

**WHEREAS**, Rowan College of South Jersey's Board of Trustees hereby certifies that permission has been granted to the Center for People in Transition to apply and upon award, accept funding from the United Way of Gloucester County, Displaced Homemakers grant, Steps to a Career Program; and

**WHEREAS**, the period of the programs will be July 1, 2023 - June 30, 2024 in the amount of \$30,000; and

**WHEREAS**, the Center for People in Transition will assist displaced homemakers to become emotionally and economically self-sufficient through life skills training, education or vocational training and supportive services; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees authorizes the approval of the resolution for the Center for People in Transition to apply and upon award, accept funding from the United Way of Gloucester County, Displaced Homemakers Grant, Steps to a Career Program for the period of July 1, 2023 through June 30, 2024 in the amount of \$30,000.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 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 UP TO \$750,000 FROM THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR THE LIFELONG LEARNING ACCOUNTS GRANT PROGRAM FOR BOTH CAMPUSES**

**WHEREAS**, The New Jersey Department of Labor and Workforce Development has announced funding for the Lifelong Learning Accounts Grant Program to support a pilot program providing training and wrap-around support for individuals that are unemployed and underemployed; and

**WHEREAS**, Rowan College of South Jersey is uniquely suited to address the career training and wrap-around support services of these individuals in Gloucester and Cumberland Counties; and

**WHEREAS**, the grant period is April 1, 2023, through March 31, 2025; and

**NOW, THEREFORE, BE IT RESOLVED** that the Rowan College of South Jersey Board of Trustees approves the application and, if awarded, acceptance of up to \$750,000 from the New Jersey Department of Labor and Workforce Development for the Lifelong Learning Accounts Grant Program for the period of April 1, 2023 through March 31, 2025.

**ADOPTED** at the regularly scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:   
Len Daws, Secretary





**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO APPROVE A SHARED SERVICES AGREEMENT FOR PROFESSIONAL SOCIAL WORKER SERVICES WITH THE GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT**

**WHEREAS**, Rowan College of South Jersey agrees to enter into a Shared Services Agreement with the Gloucester County Special Services School District to provide products and services to the Rowan College of South Jersey per 40A:65-1 *et.seq.*, the Uniform Shared Services and Consolidation Act; and

**WHEREAS**, a need for social work support services for the Adult Center for Transition students was identified for this underserved population of special needs students as they transition on campus; and

**WHEREAS**, the agreement shall be for the period of July 1, 2023 to June 30, 2024; 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 hereby authorizes entering into a shared services agreement with Gloucester County Special Services School District in the amount of \$186,036 to provide professional social work services to the Adult Center for Transition for the period July 1, 2023 – June 30, 2024 as per the attached Services Proposals.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

Attested:

  
\_\_\_\_\_  
Len Daws, Secretary

  
\_\_\_\_\_  
Gene J. Concordia, Chairperson



Sent to District: _____
Added to Contract List: _____

**GLOUCESTER COUNTY SPECIAL SERVICES SCHOOL DISTRICT**  
**CRESS**

Kathleen Monti, Director of CRESS  
Dana Lamonica, Supervisor of CRESS  
1340 Tanyard Road, Sewell, NJ 08080

**SERVICES PROPOSAL**  
**2023-24**

June 7, 2023

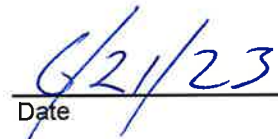
**DISTRICT:** Rowan College of South Jersey - ACT Program

TYPE OF SERVICE	AMT. TIME REQUESTED	TOTAL HOURS/DAYS	FEE	TOTAL \$ AMOUNT
Social Worker - Gloucester Campus	ESY (1) Social Worker	20.00 days	\$600.00 /day	\$12,000.00
Social Worker - Gloucester Campus	School Year (1) Social Worker	184.50 days	\$600.00 /day	\$110,700.00
Educational Associate - Gloucester Campus	ESY 29 hours a week	145.00 hours	\$52.00 hour	\$7,540.00
Educational Associate - Gloucester Campus	29 hours a week	1,073.00 hours	\$52.00 hour	\$55,796.00
<b>GRAND TOTAL</b>				<b>\$186,036.00</b>

**PLEASE NOTE:**

- Other Social Worker/Educational Associate for the ACT Program
- Dates 7/1/23 - 6/30/24

  
\_\_\_\_\_  
Authorized by  
EUP + COO  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Date

**Please sign and return this form to:  
Services will not begin until proposal  
is authorized and received by GCSSSD.**

[cnewcomb@gcecnj.org](mailto:cnewcomb@gcecnj.org)

KM/cn



**RESOLUTION OF THE ROWAN COLLEGE OF SOUTH JERSEY BOARD OF TRUSTEES TO ENTER INTO A SHARED SERVICE AGREEMENT WITH THE COUNTY OF GLOUCESTER FOR THE OPERATION OF THE SPAY & NEUTER CLINIC AT THE GLOUCESTER COUNTY ANIMAL SHELTER CLINIC**

**WHEREAS**, the Rowan College of South Jersey Board of Trustees hereby certifies that permission is granted to enter into a shared service agreement with the County of Gloucester for the operation of the Gloucester County Shelter Spay & Neuter Clinic; and

**WHEREAS**, this agreement will allow for educational opportunities, internships and student participation in required clinical activities in the Veterinary Technology degree program; and

**WHEREAS**, the period of the shared service agreement will be for 10 years commencing upon the final approvals of all parties; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Rowan College of South Jersey hereby authorizes and directs approval of the resolution to enter into a shared service agreement with the County of Gloucester for the operation of the Gloucester County Shelter Spay & Neuter Clinic for a period of 10 years commencing upon final approvals of all parties.

**ADOPTED** at the regular scheduled meeting of the Board of Trustees of Rowan College of South Jersey held June 20, 2023.

  
Gene J. Concordia, Chair

Attested:

  
Len Daws, Secretary







## **Board of Trustees Policy Synopsis**

### **Reaffirm Policy:**

**3103 Degree Certificate Requirements**  
**3205 Institutional Review Board**  
**3401 Art Collection**

### **Background for policy reaffirmations:**

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

### **Revise Policy:**

**6201 Student Payments, Delinquent Account, and Refunds**

### **Background for policy revision:**

This policy was revised to adjust the refund calculation for when courses are dropped.

### **New Policy:**

**7019 Pregnant and Parenting Students and Employees**

### **Background for policy development:**

This policy was developed out of Title IX, FMLA, and ADA acts to ensure the protection and equal treatment of pregnant individuals, persons with pregnancy-related conditions, and new parents.



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

4  
5 REAFFIRM

6 Policy: 3103  
7 Title: **DEGREE/CERTIFICATE REQUIREMENTS**  
8 Area: Academic Services  
9 Approved: 07/01/19, 06/14/22  
10 Reaffirmed: TBD

11  
12  
13 A student requesting to graduate from Rowan College of South Jersey ("RCSJ") with an  
14 associate degree or certificate must:

- 15 • Earn a cumulative GPA of 2.000 or higher;  
16 • Complete all required courses for ~~his/her~~ the program of study; and  
17 • Earn at least 30 of the required credits in courses taken at ~~the College~~ RCSJ.

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19  
20 The President will direct the development of administrative procedures ~~to further define~~  
21 ~~the process~~ associated with this policy.

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34 References:

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36 Rowan College of South Jersey Administrative Procedure, *3103 Degree/Certificate*  
37 *Requirements*  
38



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

4 REAFFIRM

5  
6 Policy: 3205  
7 Title: **INSTITUTIONAL REVIEW BOARD**  
8 Area: Academic Services  
9 Approved: 07/01/19  
10 Reaffirmed: TBD

11  
12  
13 In order to ~~ensure the protection of~~ protect the rights and welfare of all human subjects  
14 involved in research activities conducted at the College or under its auspices, the College  
15 will ~~insure that~~ ensure research is conducted in accordance with all applicable federal,  
16 state, and local laws and regulations. This applies to all research work, whether new,  
17 ongoing, or proposed for funding and whether conducted ~~at the College or elsewhere~~ on  
18 or off campus.

19  
20 Accordingly, all research involving human subjects must be reviewed and approved by  
21 an Institutional Review Board for the Protection of Human Subjects in Research (~~IRB~~)  
22 prior to such studies being undertaken.

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25 The President will have ~~of~~ administrative procedures developed to govern this policy.

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40 References:

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42 Rowan College of South Jersey Administrative Procedure, *3205 Institutional Review*  
43 *Board*



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

4 REAFFIRM

5 Policy: 3401  
6 Title: **ART COLLECTION**  
7 Area: Academic Services  
8 Approved: 07/01/19  
9 Reaffirmed: TBD

10  
11 The Board of Trustees strives to provide an art collection that is a visual resource and an aesthetic  
12 enhancement to the Rowan College of South Jersey (“College”) environment providing inspiration  
13 and access to art experiences for students and the community.

14  
15 To achieve this goal, the Board has established the following criteria in accepting gifts of artwork  
16 (the College will no longer purchase works of art):

- 17
- 18 • Artwork acquired and maintained within the collection must reflect the highest aesthetic  
19 standards.
  - 20
  - 21 • Artwork accepted into the collection must be able to be permanently exhibited in an  
22 appropriate site and be able to be maintained for public display.
  - 23
  - 24 • The College collection must be diverse in its representation of artists and artistic styles and  
25 be reflective of the ethnic diversity of the community.
  - 26
  - 27 • The College collection must emphasize local artists, styles, and movements, and seek to  
28 include the work of artists nationally and internationally so that local culture may be seen  
29 within a global context.
  - 30
  - 31 • Artwork acquired and maintained within the collection must be appropriate in scale, media  
32 and context with its intended display location, and be relevant within the mission of the  
33 College, its core values and culture.

34 The President will have administrative procedures developed for the management of the Art  
35 Collection.

36  
37 References:

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39 Rowan College of South Jersey Administrative Procedure, *3401 Art Collection*



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

4 REVISE

5 Policy: 6201  
6 Title: **STUDENT PAYMENTS, DELINQUENT ACCOUNTS,**  
7 **AND REFUNDS**  
8 Area: Finance  
9 Approved: 07/01/19  
10 Revised: TBD

11  
12 **Student Payments**

13  
14 Tuition and fees are payable at the time of registration or by the payment deadline, if the  
15 student is enrolled prior to the payment deadline. It is the student's responsibility to  
16 make any arrangements for alternate payment, such as a payment plan, financial aid,  
17 scholarships, student loans, or a third party payment arrangement.

18  
19 A student is expected to meet or to make arrangements to meet all financial obligations as  
20 they occur at the College. Any student with outstanding financial obligations to the  
21 College will not be permitted to register for courses, receive transcripts or a diploma, or  
22 have transcripts sent on his/her behalf until any financial obligation is satisfied. The  
23 College also reserves the right to cancel previously registered courses of students who do  
24 not meet the payment deadline.

25  
26 Non-refundable tuition deposits e.g., Nursing and Health Professions and Rowan Choice,  
27 will be maintained by the College under the student's account until the end of the  
28 academic year in which the deposit was required then a new, non-refundable tuition  
29 deposit will be required for the next academic year.

30  
31 **Delinquent Accounts**

32  
33 While the College will exhaust all means to collect on unpaid student accounts prior to  
34 the use of collection agencies, attorneys, and/or credit bureau reporting, the College  
35 reserves the right to take legal action to collect payments that are owed.

36  
37 Understanding there are circumstances where balances cannot be collected, the College  
38 will have the ability to write-off, in full, any account that has had an account balance for  
39 at least three years and is deemed uncollectible.

41 **Refunds**

42

43 Eligible refunds are mailed in the form of a check to the student at the address on file.  
44 Financial aid related refunds are processed in accordance with federal regulations within  
45 14 calendar days of disbursement. Non-financial aid related refunds are processed six to  
46 eight weeks after the start of the semester.

47

48 Refund calculations for dropped courses is 100% before the semester begins and 50%  
49 ~~during partial refund periods only. Partial refund periods are based on the length of the~~  
50 ~~class~~ during the first week of full-term courses only, 0% thereafter. Accelerated refund  
51 dates apply to accelerated courses. These refunds are limited to per-credit tuition and fee  
52 charges and course material fees and are assuming that payment was made in full. If  
53 payment in full was not received, a balance may still be owed.

54

55 Any exceptions to this policy must be approved by the President or ~~his/her~~ designee.

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57 Administrative procedures will be developed for implementation of this policy.

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81 References:

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83 Rowan College of South Jersey Administrative Procedure, *6201 Student Payments,*  
84 *Delinquent Accounts, and Refunds*



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

4 **NEW**

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6 Policy: 7019  
7 Title: **PREGNANT AND PARENTING STUDENTS AND EMPLOYEES**  
8 Area: Human Resources  
9 Approved: TBD

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11  
12 Rowan College of South Jersey (“RCSJ”) is committed to creating and maintaining a community  
13 where all individuals enjoy freedom from discrimination on the basis of sex, as mandated by  
14 Title IX of the Education Amendments of 1972 (Title IX), the Family and Medical Leave Act of  
15 1993, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and Section  
16 504 of the Rehabilitation Act (Section 504). Sex discrimination, which includes discrimination  
17 based on pregnancy, marital status, or parental status, and is illegal in admissions, educational  
18 programs and activities, leave policies, employment policies, and health insurance coverage.  
19 RCSJ hereby establishes a policy and associated procedures for ensuring the protection and equal  
20 treatment of pregnant individuals, persons with pregnancy-related conditions, and new parents.

21  
22 Administrative procedures will be developed for implementation of this policy.  
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32 Rowan College of South Jersey Board of Trustees Policy Manual, *2001 Minors on*  
33 *Campus, 7011 Harassment and Discrimination, 7013 Sexual Misconduct and the Rights*  
34 *of Victims, 7019 Pregnant and Parenting Students and Employees, 7105 Lactation Room*  
35 *Accommodations, 7107 Leaves of Absence, and 8003 Anti-bullying and Intimidation*

36  
37 Rowan College of South Jersey Administrative Procedure, *2001 Minors on Campus,*  
38 *7011 Harassment and Discrimination, 7013 Sexual Misconduct and the Rights of*  
39 *Victims, 7105 Lactation Room Accommodations, and 7107 Leaves of Absence*