

CUMBERLAND COUNTY COLLEGE

BOARD OF TRUSTEES

MEETING OF FEBRUARY 18, 2016

The Meeting of the Board of Trustees was called to order by Chair Pamela Sjogren at 6:00 P.M. in the Executive Board Room located in the George P. Luciano Family Center for Public Service and Leadership on Campus.

Solicitor Michael L. Testa, Esquire read the applicable section of the Open Public Meetings Act.

Ms. Sjogren asked everyone to stand for the Pledge of Allegiance led by Mr. McGrory.

Roll Call: Ms. Brown, Mr. Cassisi, Mr. McGrory, Ms. Nicolosi, Ms. Perez, Dr. Garrison, and Ms. Sjogren.

A motion was made by Ms. Nicolosi to open the Public Hearing. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Ms. Perez	Yes
Mr. McGrory	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

A motion was made by Ms. Perez for Consideration to adopt Resolution #1982-2016 considering the approval of tuition and fee rates for 2016-2017. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Ms. Perez	Yes	Ms. Nicolosi	Yes
Mr. McGrory	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

A motion was made by Mr. McGrory to adjourn the Public Hearing. The motion was

seconded by Dr. Garrison and passed by roll call vote as follows:

Dr. Garrison	Yes	Ms. Nicolosi	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

A motion was made by Dr. Garrison for approval of the Minutes of the Regular Meeting held on January 21, 2016. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

Dr. Garrison	Yes	Ms. Nicolosi	Abstain
Ms. Brown	Yes	Ms. Perez	Abstain
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Mr. McGrory	Yes		

Correspondence

Letter from Sherri L. Welch, Comptroller, congratulating Brian Ewan on a job well-done on the College's Deferred Maintenance Plan.

Persons wishing to address the Board with respect to the current meeting agenda.

NONE

Freeholder Liaison Remarks

Freeholder Derella deferred to Freeholder Darlene Barber who praised the team from the College who gave a presentation at the Rotary Club in Bridgeton. They have a vision for the county to move forward and provide a better life for the residents of Cumberland County.

Review of Consent Agenda

A. Personnel & Affirmative Action

1. Consideration to approve the Employment of Ms. Tiffany Bonsall as Full time Assistant Director, Registration, at an annual salary of \$49,179.00, prorated and effective March 1, 2016.

2. Consideration to approve the Employment of Ms. Mona Davis as Full time Project Director, GEAR UP, at an annual salary of \$54,079.00, prorated and effective March 1, 2016. *This is a GEAR UP grant funded position.*
3. Consideration to approve the Employment of Ms. LaToya Gibbons as Full time Technical Assistant III, GEAR UP, at an annual salary of \$41,969.00, prorated and effective March 1, 2016. *This is a GEAR UP grant funded position.*
4. Consideration to approve the Employment of Mr. Leonard Graff as Full time Custodian I, at an annual salary of \$21,508.00, prorated and effective March 1, 2016.
5. Consideration to approve the Employment of Ms. Carmen Laurens as Full time Administrative Specialist, Workforce and Community Education, at an annual salary of \$33,714.00, prorated and effective March 1, 2016.
6. Consideration to approve the attached list of non-renewals of contracts and/or elimination of positions.

B. Finance & Planning

NONE

C. Academic and Student Affairs

NONE

A motion was made by Mr. McGrory for consideration to approve the Consent Agenda

Item A. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Nicolosi	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

Reports of Standing Committees

A. Personnel & Affirmative Action – Ms. Donna M. Perez, Chair

1. A motion was made by Dr. Garrison for consideration to approve the recommendation to grant tenure status to Dr. William Addison, effective September 1, 2016. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

Dr. Garrison	Yes	Ms. Nicolosi	Yes
Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		Yes

2. A motion was made by Mr. McGrory for consideration to approve the attached job descriptions Items 2-22 of the February 18, 2016 Board Agenda listed below. The motion was seconded by Dr. Ward Garrison and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Nicolosi	Yes
Dr. Garrison	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

- 2.* Consideration to approve the attached job description for Executive Director, Finance, Budget and Facilities.
3. * Consideration to approve the attached job description for Assistant Director, Finance and Budget.
4. *Consideration to approve the attached job description for Assistant to the Director/Accounts Payable.
5. * Consideration to approve the attached job description for Accountant II.
6. * Consideration to approve the attached job description for Accountant I.
7. * Consideration to approve the attached job description for Executive Director, University Center.
8. *Consideration to approve the attached job description for Executive Director, Enrollment Services.
9. * Consideration to approve the attached job description for Director I, Admissions and Recruitment.
10. *Consideration to approve the attached job description for Assistant Director, Registration.
11. *Consideration to approve the attached job description for One Stop Enrollment Services, Supervisor II.

12. *Consideration to approve the attached job description for One Stop Enrollment Services, Admissions Assistant.
13. *Consideration to approve the attached job description for One Stop Enrollment Services Representative III.
14. *Consideration to approve the attached job description for Technical Specialist, Bursar.
15. *Consideration to approve the attached job description for One Stop Enrollment Services, Bursar Assistant.
16. *Consideration to approve the attached job description for Technical Assistant III, Financial Aid.
17. *Consideration to approve the attached job description for One Stop Services, Financial Aid Assistant.
18. * Consideration to approve the attached job description for Director I, Advisement and Retention.
19. * Consideration to approve the attached job description for Executive Director, Center for Academic and Student Success (CASS).
20. *Consideration to approve the attached job description for Director II, Student Life and Athletics.
21. *Consideration to approve the attached job description for Director, Adjunct Faculty Development and Judicial Affairs.
22. *Consideration to approve the attached job description for Assistant to the Executive Director, Workforce and Community Education.

B. Finance & Planning – Dr. Christine L. Ward Garrison, Chair

1. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #1983-2016 adopting a budget of \$25,142,297.00 for the year July 1, 2016 to June 30, 2017 and providing the amount to be raised by the Board of Chosen Freeholders as \$6,334,425.00 for operating costs and requesting the Board of School Estimate of Cumberland County College to recommend and certify the same to the Board of Chosen Freeholders. The motion was seconded by Mr. McGrory and

passed by roll call vote as follows:

Ms. Nicolosi	Yes	Ms. Perez	Yes
Mr. McGrory	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

2. A motion was made by Ms. Perez for consideration to adopt Resolution #1984-2016 requesting Chapter 12 Bonding in the amount not to exceed Two Million, Six Hundred Thousand Dollars (\$2,600,000.00) from the Cumberland County Board of Chosen Freeholders as well as additional dollars to fund the cost of the bond sale for the identified projects. The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

Ms. Perez	Yes	Ms. Nicolosi	Yes
Mr. Cassisi	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. McGrory	Yes		

3. A motion was made by Mr. McGrory for consideration to adopt Resolution #1985-2016 authorizing the College to award a contract for professional engineering and consulting services for an energy savings project to Biagi, Chance, Cummins, London, Titzer, Inc. of Vineland, New Jersey in an amount not to exceed \$182,000.00. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

Mr. McGrory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Nicolosi	Yes		

4. A motion was made by Mr. McGrory for consideration to adopt Resolution #1986-2016 authorizing the College to award a contract for annual service to the Honeywell Business Integrator System to Honeywell Building Solutions of Mt. Laurel, New Jersey in an amount of \$16,709.00 for the contract period of October 1, 2015 through September 30, 2016. The motion

was seconded by Ms. Nicolosi and passed by roll call vote as follows:

Mr. McGory	Yes	Ms. Perez	Yes
Ms. Nicolosi	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

5. A motion was made by Mr. McGrory for consideration to adopt Resolution # 1987-2016 authorizing the College to enter into a joint agreement with the County of Cumberland for the purchase of electricity power supply through County Cooperative Pricing System Number 181-CCCCPS awarded to Constellation New Energy Inc., of Huston, Texas. The motion was seconded by Ms. Nicolosi and passed by roll call vote as followed:

Mr. McGory	Yes	Ms. Perez	Yes
Ms. Nicolosi	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

6. A motion was made by Mr. McGrory for consideration to adopt Resolution # 1988-2016 authorizing the College to award a contract for athletic equipment and uniforms to Kelly's Sports of West Chester, Pennsylvania, for an anticipated amount of \$24,892.00. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

Mr. McGory	Yes	Ms. Nicolosi	Yes
Ms. Perez	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

7. A motion was made by Mr. McGory for consideration to adopt Resolution #1989-2016 authorizing the College to award a contract for computers, laptops, computer parts and server maintenance to Dell Marketing of Pittsburgh, Pennsylvania, for an anticipated amount of \$26,632.00. The motion was seconded by Ms. Nicolosi and passed by roll call vote as follows:

Mr. McGory	Yes	Ms. Perez	Yes
Ms. Nicolosi	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

8. A motion was made by Ms. Nicolosi for consideration to approve resolution # 1990-20 16 authorizing the College's administration to enter into an agreement with the Middlesex Regional Educational Services Commission to participate in the MRESC Purchasing Cooperative. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

Ms. Nicolosi	Yes	Mr. McGrory	Yes
Ms. Perez	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. Cassisi	Yes		

9. A motion was made by Mr. McGrory for consideration to adopt Policy 6.36 Weapons Prohibition on Campus. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

Mr. McGory	Yes	Ms. Perez	Yes
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Nicolosi	Yes		

10. A motion was made by Mr. Cassisi for consideration to adopt Resolution # 1991-2016 authorizing purchases and disbursements in the amount of \$773,089.04 for the current period. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

Mr. Cassisi	Yes	Ms. Nicolosi	Yes
Ms. Perez	Yes	Dr. Garrison	Yes
Ms. Brown	Yes	Ms. Sjogren	Yes
Mr. McGrory	Yes		

11. A motion was made by Mr. McGrory for consideration to adopt Resolution # 1992-

20 16 authorizing purchases and disbursements in the amount of \$2,723.71 to Custom Graphics, Inc. of Vineland, New Jersey for the current period. The motion was seconded by

Ms. Brown and passed by roll call vote as follows:

Mr. McGory	Yes	Ms. Perez	Abstain
Ms. Brown	Yes	Dr. Garrison	Yes
Mr. Cassisi	Yes	Ms. Sjogren	Yes
Ms. Nicolosi	Yes		

C. Academic & Student Affairs - Ms. Ginger Chase, Chair

NONE

Consideration of Old Business

NONE

Consideration of New Business

NONE

Campus Reports

NONE

CCC Foundation Liaison Report - Mr. Patrick W. McGrory

Mr. McGrory announced that the *School Counts!* golf outing will take place June 1, 2016. He asked everyone to sign up if not to golf for the dinner. The Foundation's goal is to get as many hole sponsors as possible.

Total gifts received for January were \$6,325 and the total since July 1, 2015 is \$224,532.

NJCCC Trustee Ambassador Report - Mr. Joseph Cassisi

NONE

President's Report:

Dr. Schneider referred the Board to her report. She also reported that talks with CCTEC have been positive regarding dual enrollment and the sharing of facilities.

Persons wishing to address the Board

NONE

There being no further business to come before the Board, a motion was made by Dr. Garrison to adjourn the meeting, seconded by Ms. Nicolosi. The meeting was adjourned at 6:27 P.M.

Respectfully submitted,

MR. JOSEPH P. CASSISI, SECRETARY