

**CUMBERLAND COUNTY COLLEGE**

**BOARD OF TRUSTEES**

**MEETING OF APRIL 21, 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 Dr. Garrison.

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

A motion was made by Dr. Garrison for approval of the Minutes of the Regular Meeting held on March 17, 2016. The motion was seconded by Ms. Perez and passed by roll call vote as follows:

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

**Correspondence**

NONE

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

NONE

**Freeholder Liaison Remarks**

Mr. Derella encouraged everyone to attend graduation and to continue to spread the word of the education opportunities at Cumberland County College. We have to keep moving forward. He also encouraged everyone to continue to build relationships with CCTEC to produce graduates who become employed.

## **Campus Reports**

### 1. Student Pathways Leadership Institute (SPLI) - Ms. Kellie Slade, Executive Director, CASS

Ms. Slade introduced the program and each of the three groups. They were given two tasks. First, they were asked to create and explain a “vision” for the College in the future. Second, they were to identify a need and plan and execute a service project for the community.

#### Group One – Visionaries

They chose as their vision for the College was to build a sustainable greenhouse. Through service learning, the students would cultivate plants to benefit the campus and the community. Their service project was based on literacy and they provided one on one tutoring and tutoring in the classroom as well.

The group was asked why they chose an agriculturally based project when none of them were agriculture students. They responded that one of their former team members spearheaded the idea and they chose to carry it out.

#### Group Two – Dukes of Diversity

This group’s vision emphasized reaching out to the community high schools and institutions to create pathways to CCC which was located in the center of their diorama.

With the growing trend of obesity, the group chose to sponsor a ‘Take it Outside’ physical fitness event. They have been invited to attend the Wheaton Village Eco Fair on May 7 and present their physical fitness topics and strategies to the community. Those who participate in their physical fitness program will receive a certificate of completion.

The group was congratulated on their invitation to the Eco Fair.

#### Group Three – Leadership Council

The Leadership Council chose a campus garden for their vision to benefit students and service learning and strengthen sustainability skills.

They chose a unique community project by planning what they called a 'Power Lunch'. They invited eighth grade girls to a luncheon and invited community women leaders to attend and share their strength, vision and success to encourage the girls to create goals and formulate a plan to attain those goals.

The group was asked why they chose eighth grade girls and they responded that this is the time when they will be choosing their high school classes and their path for their life.

### **Review of Consent Agenda**

#### **A. Personnel & Affirmative Action**

1. Consideration to approve Employment of Mr. Chris Andritsopoulos as Part time Custodian, at an hourly rate of \$11.82, effective May 1, 2016.
2. Consideration to approve Employment of Ms. Jaime Connolly as Full time Director I, Advisement and Retention, at an annual salary of \$55,480.00, effective May 1, 2016.
3. Consideration to approve Employment of Ms. Shavonne Davis as Full time Administrative Specialist, EOF, at an annual salary of \$32,514.00, effective May 1, 2016. *(This is a grant funded position)*
4. Consideration to approve Employment of Mr. Timothy Grussenmeyer as Part time One Stop Enrollment Services Representative III, at an hourly rate of \$17.86, effective May 1, 2016.
5. Consideration to approve Employment of Ms. Ann Nitsche as Full time One Stop Enrollment Services Supervisor II at an annual salary of \$40,878.00.
6. Consideration to approve Employment of Mr. Jonathan Parrales as Full time Assistant to the Executive Director, Workforce and Community Education, at an annual salary of \$42,628.00, effective May I, 2016.
7. Consideration to approve Employment of Ms. Barbara Robinson as Full time Technical Assistant III Financial Aid at an annual salary of \$43,878.00, effective May 1, 2016.
8. Consideration to approve Employment of Mr. Michael Yunk as Full time Accountant I, at an annual salary of \$37,527.00, effective May 1, 2016.
9. Consideration to accept the attached list of resignations/ retirements/ terminations.

#### **B. Finance & Planning**

1. Consideration to approve the Clinical Affiliation Agreements for the College's Nursing Program

per the attached list.

C. Academic and Student Affairs

NONE

A motion was made by Ms. Perez for consideration to approve the Consent Agenda Items A & B.

The motion was seconded by Mr. Cassisi and passed by roll call vote as follows:

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

**Reports of Standing Committees**

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

NONE

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

1. A motion was made by Mr. McGrory for consideration to authorize the college's administration to enter into an agreement with the Gloucester County Special Services School District to operate a summer migrant education program from June 13, 2016 through July 21, 2016 in the amount of \$65,880.00. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

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

2. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2006-2016 authorizing the College to award a contract for grant writing and consulting to Paul Bucci, Ph.D., LLC of Bethesda, Maryland for an amount not to exceed \$375,000.00. (*bid opening on 4/19*) The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

3. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2007-2016 authorizing the College to award a contract for the purchase of a fifteen passenger van to Beyer Ford of Morristown, NJ in the amount of \$29,230.00. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

4. A motion was made by Ms. Chase for consideration to adopt Resolution #2008-2016 authorizing the College to appropriate officials of the College to participate in the NJCCC Cloud ERP Consortium Governance Board and NJCCC Cloud ERP Consortium Data Governance Committee. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

5. A Motion was made by Ms. Perez for consideration to adopt Resolution #2009-2016 authorizing the College to award a contract for the electrical work completed at the STEAM Works location in Bridgeton to G.M. White Electrical Contractor, Inc. of Vineland, NJ, for an amount of \$11,191.46. The motion was seconded by Ms. Brown and passed by roll call vote as follows:

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

6. A motion was made by Ms. Perez for consideration to adopt Resolution #2010-2016

authorizing the College to award a contract for the textbooks for the Perkins Book Loan program to Barnes and Noble Booksellers of Pittsburgh, PA, for an amount not to exceed \$25,500.00. Funds for this purchase are available through the Perkins Grant. The motion was seconded by Ms. Chase and passed by roll call vote as follows:

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

7. A motion was made by Ms. Nicolosi for consideration to adopt Resolution #2011-2016 authorizing the College to award a contract for two medication units and software to Pocket Nurse of Monaca, PA in an amount not to exceed \$41,150.00. Funds for this purchase are available through the Perkins Grant. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

8. A motion was made by Ms. Perez for consideration to adopt Resolution #2012-2016 authorizing the College to award a contract per the attached list under the State of New Jersey Cooperative Purchasing Services currently in effect for the period April 21, 2016 through June 30, 2016. The motion was seconded by Ms. Nicolosi and passed by roll call vote as follows:

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

9. A motion was made by Ms. Perez for consideration to authorize the College's administration to enter into a Shared Services agreement with the Cumberland County Board of Vocational Education, concerning dual enrollment between the Cumberland County Technical High School and Cumberland

County College, per the attached agreement. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

10. A motion was made by Ms. Perez for consideration to authorize the College's administration to enter into an Educational Facility Shared Services Agreement between Cumberland County Board of Vocational Education and Cumberland County College, per the attached agreement. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

11. A motion was made by Ms. Chase for consideration to adopt Resolution #2013-2016 authorizing purchases and disbursements in the amount of \$1 ,434,415 .99 for the current period. The motion was seconded by Mr. McGrory and passed by roll call vote as follows:

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

12. A motion was made by Ms. Chase for consideration to adopt Resolution #2014-2016 authorizing purchases and disbursements in the amount of \$765.02 to Custom Graphics, Inc. of Vineland, NJ for the current period. The motion was seconded by Ms. Nicolosi and passed by roll call vote as follows:

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

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

NONE

**Consideration of Old Business**

NONE

**Consideration of New Business**

NONE

**CCC Foundation Liaison Report - Mr. Patrick W. McGrory**

Mr. McGrory reported that the Foundation has its presenting sponsor, Newfield National Bank, for the *School Counts!* Golf Classic in the amount of \$15,000.00. They are striving to get as many tee sponsors as possible.

Mr. McGrory invited everyone to the President's Scholarship Reception on Wednesday, May 18, 2016 at 6:00 P.M. where the Foundation scholarships will be presented.

Donations for the March 2016 were \$55,903 and the total amount given since July 1, 2015 is \$387,472.00.

**NJCCC Trustee Ambassador Report - Mr. Joseph Cassisi**

NO REPORT

**President's Report:**

Dr. Schneider pointed everyone to the report in their packets. She also reported that eleven weeks into its program, the Student Services staff is 35% away from their goal. She also gave some successful statistics of the EOF students on campus. She ended by sharing what she calls a 'sunshine moment' regarding a national project that the College is involved "First Book" to send out brand new books to children in Cumberland County. This year they were able to sort and distribute 18,000 books.

**Persons wishing to address the Board**

NONE



There being no further business to come before the Board, a motion was made by Dr. Garrison and seconded by Mr. McGrory to adjourn the meeting. The meeting was adjourned at 6:45 P.M.

Respectfully submitted,

MR. JOSEPH P. CASSISI, SECRETARY