

**CUMBERLAND COUNTY COLLEGE**

**BOARD OF TRUSTEES**

**MEETING OF OCTOBER 18, 2018**

The regular meeting of the Board of Trustees was called to order by Chair Ms. Perez at 5:35 P.M. in the Executive Board Room located in George P. Luciano Family Center for Public Service and Leadership on Campus.

Solicitor Todd W. Heck, Esquire read the applicable section of the Open Public Meetings Act regarding the regular Board of Trustee meeting.

Ms. Perez asked everyone to stand for the Pledge of Allegiance led by Ms. Nicolosi.

**Roll Call:** Hon. Asselta, Ms. Brown, Mr. Cassisi, Mr. Guccio, Mr. McGrory, Mr. Riley, Mr. Whelan, Dr. Ward Garrison, Ms. Perez.

**Shelly's Surprise –**

Actors from the upcoming musical play *Oliver! The Musical* surprised the Board by visiting to sing Food Glorious Food. The play will take place in the Luciano Theatre at the Guaracini Fine & Performing Arts Center from November 15, 2018 to November 18, 2018.

A motion was made by Mr. Guccio for consideration to adopt Resolution #2356-2018 honoring Ms. Peggy Nicolosi for her service as Board of Trustee. The motion was seconded by Mr. Cassisi and was passed by roll call vote as follows:

Mr. Guccio	Yes	Mr. Riley	Yes
Mr. Cassisi	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Dr. Ward Garrison	Yes
Ms. Brown	Yes	Ms. Perez	Yes
Mr. McGrory	Yes		

Ms. Perez commented there will be a new Cumberland County Superintendent of Schools due to redistricting in the Salem and Cumberland County School Districts. Thus, Ms. Perez stated there would be a new Board member coming to the College from the Cumberland County School District as Ms. Nicolosi is assigned to the Salem County School District.

A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2357-2018 honoring Mr. Joseph P. Cassisi for his service as Board of Trustee. The motion was seconded by Mr. McGrory and was passed by roll call vote as follows:

Dr. Ward Garrison	Yes	Mr. Gruccio	Yes
Mr. McGrory	Yes	Mr. Riley	Yes
Hon. Asselta	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Ms. Perez	Yes

Ms. Perez praised Mr. Cassisi for his hard work and effort serving the Board. She commented Mr. Cassisi served the Board in many capacities throughout the years. He was always encouraging and had time to talk about ideas for the Board. Mr. Cassisi was always true to himself and during hard times would always say encouragingly to the Board Chair “hang in there kid.” Ms. Perez read Resolution #2357-2018 aloud and presented Mr. Cassisi with a rocking chair for his service. Mr. Cassisi thanked the Board, the Cumberland County Freeholders, and everyone involved for the honor and opportunity to serve the Board. He thanked everyone for their support and friendship. Honorable Asselta commented Mr. Cassisi’s family were pillars in the community known for their volunteer efforts in the community. He praised Mr. Cassisi for continuing in his family’s volunteerism tradition.

A motion was made by Mr. Riley for consideration to adopt Resolution #2358-2018 honoring Mr. Patrick W. McGrory for his service as Board of Trustee. The motion was seconded by Dr. Ward Garrison and was passed by roll call vote as follows:

Mr. Riley	Yes	Mr. Gruccio	Yes
Dr. Ward Garrison	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

Ms. Perez commented Mr. McGrory joined the Board the same year she did and praised Mr. McGrory for his work on the Board. She commented she appreciated Mr. McGrory’s ability to look at everything from a different perspective and he will be missed on the Board. Ms. Perez read Resolution #2358-2018 aloud and presented Mr. McGrory with a rocking resolution. Mr. McGrory

commented every morning he looks at a picture of his grandfather to remind him of the advice his grandfather told him about life. He stated his grandfather's two most important pieces of wisdom were to help others and to stick up/advocate for others in need of help. He commented his grandfather assisted with the legislation for the desegregation of schools in America. Mr. McGrory commented it has been awesome to visit the campus over the years and see the positive changes the Board has brought to the campus. He stated even if the name of the college changes, the soul of the campus will not change. Mr. McGrory thanked the Cumberland County Freeholders for the opportunity to serve the Board. Mr. Asselta commented Mr. McGrory has always placed the issues of the students and the people of the College community first while serving the Board. He praised Mr. McGrory for his efforts while serving the Board and he commented Mr. McGrory is a great example of someone serving his community.

**Secretary's Report -**

A motion was made by Dr. Ward Garrison to approve the Minutes of the Regular Meeting Minutes held on September 20, 2018. The motion was seconded by Mr. Whelan and was passed by roll call vote as follows:

Dr. Ward Garrison	Yes	Mr. Guccio	Yes
Mr. Whelan	Yes	Mr. Riley	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

**Correspondence – NONE**

**Persons Wishing To Address The Board With Respect To The Current Meeting Agenda -**

NONE

**Freeholder Liaison Remarks –**

Deputy Freeholder Director Ms. Darlene Barber was present. She commented on behalf of the Cumberland County Freeholder Board she wanted to thank Mr. Cassisi and Mr. McGrory for their time on the Board. She stated people do not understand the hard work, time, and effort it takes

to serve the Board. She thanked Mr. Cassisi and Mr. McGrory for abilities to do what was right for the students while serving the Board. She commented bless both of you and enjoy the rocking chairs.

## **Review of Consent Agenda -**

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

1. Consideration to approve Employment of George Booskos as Full Time, Comptroller (Director III), Finance at an annual rate of \$74,619.00 effective November 1, 2018.
2. Consideration to approve Employment of Heather Ware as Part Time, Librarian, Library and Resource Center at an hourly rate of \$33.67 effective November 1, 2018.
3. Consideration to approve Employment of Parth Eubanks-Leach as Part Time, Enrollment Services Representative III, One Stop at a hourly rate of \$19.28 effective November 1, 2018.
4. Consideration to approve Employment of Tiffany Bonsall as Full Time, College Registrar (Director II), Enrollment Services at an annual rate of \$60,323.00 effective November 1, 2018.
5. Consideration to approve Employment of Melanie Martinez as Full Time, Technical Assistant III, Financial Aid at an annual rate of \$42,948.00 effective November 1, 2018.
6. Consideration to approve Employment of Jenise Rosa as Full Time, Proctor/Technician, CASS at an annual rate of \$38,586.00 effective November 1, 2018.
7. Consideration to approve Employment of Marilou Weber as Full Time, Administrative Assistant, CASS at an annual rate of \$40,586.00 effective November 1, 2018.
8. Consideration to approve Employment of Nancy James as Full Time, Communications Assistant, Communications and Marketing at an annual rate of \$42,948.00 effective November 1, 2018.
9. Consideration to approve Employment of Maurice Thomas as Full Time, Director III, Financial Aid at an annual rate of \$80,504.00 effective November 1, 2018.
10. Consideration to approve Employment of Mr. Walt Ribeiro as Part Time, Assistant Technical Director, Theatre at an hourly rate of \$31.47 effective November 1, 2018.
11. Consideration to accept the attached list of resignations/retirements/terminations.
12. Consideration to approve the attached list of Program Coordinators.

### **B. Finance & Planning – NONE**

### **C. Academic and Student Affairs – NONE**

A motion was made by Mr. Whelan to approve Consent Agenda Item(s). The motion was seconded by Mr. Riley and passed by roll call as follows:

Mr. Whelan	Yes	Mr. Gruccio	Yes
Mr. Riley	Yes	Dr. Ward Garrison	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

### **Reports of Standing Committees -**

#### **A. Personnel & Affirmative Action – Dr. Christine Ward Garrison, Chair - NONE**

#### **B. Finance & Planning – Mr. Joseph P. Cassisi, Chair**

1. A motion was made by Mr. Riley for consideration to adopt Resolution #2359-2018 authorizing the College’s administration to enter into an Early College High School Program agreement with Bridgeton Public Schools, in order to provide an opportunity for high school students to obtain college-level credits while attending high school, for the period of September 1, 2018 to June 30, 2019. The motion was seconded by Ms. Brown and was passed by roll call as follows:

Mr. Riley	Yes	Mr. Whelan	Yes
Ms. Brown	Yes	Dr. Ward Garrison	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Mr. Gruccio	Yes		

Ms. Perez asked Mr. James Piccone, Vice President of Academic and Student Affairs, to confirm the number of high schools currently offering the Early College High School Program. Mr. Piccone confirmed currently five schools offering the Early College High School Program. He reported a majority of the students in the program attend the Cumberland County Technical Education Center. In addition, he commented Buena High School is a school outside of Cumberland County currently offering the Early College High School Program. He commented there are close to 1,300 students currently enrolled in the program and the program next year hopes to expand its services to 1,500 students. Ms. Perez stated she appreciates the work everyone has put into the program.

2. A motion was made by Dr. Ward Garrison for consideration to amend Resolution #2207-2017 authorizing an amended award to Ricoh of Mount Laurel, New Jersey for copiers/copies, under the provisions of cooperatives currently in effect, may enter into a 60 month lease agreement for the replacement of 16 copiers at a cost of \$2,709.55 per month for the period beginning March 30, 2018 and ending March 29, 2023 using NJ State Contract number 40467. The motion was seconded by Mr. Riley and was passed by roll call as follows.

Dr. Ward Garrison	Yes	Mr. Guccio	Yes
Mr. Riley	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

3. A motion was made by Ms. Brown for consideration to adopt Resolution #2360-2018 authorizing the College to award a contract for internet services to NJEDge of Newark, NJ in the amount of \$42,768.00, under the provisions of cooperatives currently in effect, for the period of October 1, 2018 through June 30, 2019. The motion was seconded by Mr. Guccio and was passed by roll call as follows.

Ms. Brown	Yes	Mr. Whelan	Yes
Mr. Guccio	Yes	Dr. Ward Garrison	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Mr. Riley	Yes		

4. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2361-2018 authorizing the College to enter in to a three-year contract for purchasing of 500 software licenses, as per New Jersey State Contract 87720, to Aspire Technology Partners of Eatontown, NJ in the amount of \$21,980.00. The motion was seconded by Mr. Riley and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Guccio	Yes
Mr. Riley	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

5. A motion was made by Ms. Brown for consideration to adopt Resolution #2362-2018 authorizing the College's administration to accept funds in the amount of \$310,051.00 under the Carl D Perkins Career and Technical Education Act of 2006, starting on July 1, 2018 and ending on June 30, 2019. The motion was seconded by Mr. Guccio and was passed by roll call as follows:

Ms. Brown	Yes	Mr. Whelan	Yes
Mr. Guccio	Yes	Dr. Ward Garrison	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Mr. Riley	Yes		

6. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2363-2018 authorizing the Compliance Officer be assigned the responsibility of Custodian of Government Records as prescribed by the Act, and that Rosemarie Fiscus be designated as the Custodian of Government Records in addition to the other job title and duties currently assigned to her, effective October 19, 2018. The motion was seconded by Mr. Riley and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Guccio	Yes
Mr. Riley	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

7. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2364-2018 authorizing the College to enter in to an agreement for Workforce and Community training with the Medical/Construction/Industrial Training Center of Millville, NJ for the period November 1, 2018 through October 31, 2019. The motion was seconded by Mr. Guccio and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Riley	Yes
Mr. Guccio	Yes	Mr. Whelan	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

8. First Reading – Consideration to adopt revisions to Policy 5.18 – Pets.

9. A motion was made by Mr. Riley for consideration to adopt Resolution #2365-2018 authorizing purchases and disbursements in the amount of \$555,996.39 for the current period.

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

Mr. Riley	Yes	Mr. Whelan	Yes
Mr. Gruccio	Yes	Dr. Ward Garrison	Yes
Hon. Asselta	Yes	Ms. Perez	Yes
Ms. Brown	Yes		

10. A motion was made by Dr. Ward Garrison for consideration to adopt Resolution #2366-2018 authorizing purchases and disbursements in the amount of \$71,904.09 to Cumberland County Improvement Authority of Millville, NJ for the current period. The motion was seconded by

Mr. Whelan and was passed by roll call as follows:

Dr. Ward Garrison	Yes	Mr. Gruccio	Abstain
Mr. Whelan	Yes	Mr. Riley	Yes
Hon. Asselta	Yes	Ms. Perez	Abstain
Ms. Brown	Yes		

### **C. Academic & Student Affairs — Ms. Michelle D. Brown, Chair - NONE**

#### **Consideration of Old Business –**

Mr. Gruccio gave the report of the Officers' Nominating Committee. He reported the following line up for the 2018-2019 College Board Officers: Ms. Perez (Chair), Dr. Ward Garrison (Vice Chair), Ms. Brown (Secretary), and Mr. Riley (Treasurer). Deputy Freeholder Director, Ms. Darlene Barber, commented next month the Freeholders would be voting for reappointments and new appointments for the College Board.

#### **Consideration of New Business – NONE**

#### **Campus Reports – NONE**

#### **CCC Foundation Liaison Report – Mr. Patrick W. McGrory**

Mr. McGrory reported the foundation has raised over \$60,000.00 since July of 2018. He commented every dollar donated to the foundation has a huge impact on the students at the College. A \$250 scholarship may be small, but it can have a huge impact on a student. For instance, the scholarship could pay for the one textbook a student needs to graduate. Mr. McGrory commented he



did not have any updated information about the preparations for next year's Annual Golf Classic event. Dr. Ward Garrison reported new appointments and reappointments for the Foundation Board were selected at the last meeting.

**NJCCC Trustee Ambassador Report – Mr. Joseph Cassisi & Mr. William Gruccio – NONE**

**President's Report – Dr. Shelly O. Schneider –**

Ms. Perez commented the energy on campus is powerful and is going in a good direction. She praised Dr. Schneider for bringing a positive and upbeat vibe to the campus.

Dr. Schneider expounded on her President's Report. She commented the staff of the College does a tremendous job on the Campus. She reported James Piccone, Vice President of Academic and Student Affairs, attended a conference in Texas that emphasize the Early College High School Program's like ours on Campus. She reported he presented our Early College High School Program model.

Dr. Schneider reported on October 16, 2018 the State of the County & Business Expo took place on Campus. Dr. Schneider reported on October 17, 2018 the Campus hosted the One Book One College event. This year's book was The Orphan's Tale by Pam Jenoff. Dr. Schneider reported over 200 individuals attended the event. She stated the event was a tremendous experience for the students of the College and the students asked the author several insightful questions.

Dr. Schneider reported the College was one of 13 community colleges in the state awarded "last dollar" Community College Opportunity Grants. Eligible students must have a household income less than \$45,000, enrolled at least half-time, and in good academic standing.

Dr. Schneider reported on October 16, 2018 the campus hosted College Night. She reported over 60 colleges and clubs set up presentation tables in the gymnasium. Over 500 individuals from the community came out to take advantage of the College Night on campus. She stated the public felt comfortable attending the event and it was invigorating to see the event on campus.

**Persons Wishing To Address The Board –**

Steven Stolar, Transfer Student Development Advisor and President of the Cumberland County College Administrative Organization, commented he was a graduate of the College and has been working at the College since 1980. He reported the College's Administrative Organization is a group composed of forty non-tenure staff members. He provided the Board with a packet of information containing a brochure about the organization and a list of member's job titles. He reported the organization provides a lot of services. He reported Robert Champa, Senior Director of Radiography, recently celebrated when all of his students passed the state radiography exam. David Stump, Director of Grant Development, writes millions of dollars' worth of grants to fund the College and its services. He reported in his position he looks to lead and support students in their continuing education endeavors as they transfer to four year institutions. He commented in the future other members of the College Administrative Organization will visit the Board meetings to talk about their positions at the College.

There being no further business to come before the Board, a motion was made by Dr. Ward-Garrison to adjourn the meeting and was seconded by Mr. Riley. The meeting was adjourned at 6:20 P.M.

Respectfully Submitted,

MS. MICHELLE BROWN,  
SECRETARY