



## **Summary of Actions**

**Camden County College Board of Trustees  
Meeting of February 4, 2014  
Board Room/Otto R. Mauke Community Center  
Blackwood, New Jersey**

### **Program Termination**

The Board approved the termination of the Automotive Technology: Toyota T-Ten Option (TOY.AAS).

### **Revision of Board Policy #427 – Credit Tuition and Fees**

The Board amended Board Policy #427, Schedule A-the Master Schedule of Tuition and Fees, to reflect increases in out-of-country resident tuition and changes and/or additions in various fees as noted on Schedule A, effective as of the summer 2014.

### **Revision of Board Policy #330 – Family and Medical Leave**

The Board amended Board Policy #330 – Family and Medical Leave, to include revisions to Military Family Leave provisions of the federal Family and Medical Leave Act, and incorporate the recently enacted NJ Safe Act within the FMLA policy.

### **Shared Services Agreement**

The Board re-authorized a shared services agreement between the College and the Cumberland County Office of Employment and Training for credit and non-credit job training.

### **Motorcycle Safety Training Classes**

The Board authorized the renewal of an agreement with Rider Training of New Jersey, Inc. for Motorcycle Safety Training Classes for the period March 1, 2014 through March 1, 2015.

### **Salary Increases – Non-Affiliated Employees**

The Board authorized a salary increase of 2% for non-affiliated employees (excluding executive staff) effective January 1, 2014.

### **Bid/Contract Recommendations**

#### ***Biotechnology Equipment***

The Board rescinded the contract for bio-technology equipment, Item #4 from All Business Machines, Inc. and authorized award of the contract to Perkin-Elmer Health Sciences, Inc.

#### ***Invensys Building Automation System Support Services & Repair***

The Board rejected the bid submission received for the Invensys Building Automation System Support Services and Repairs bid, which will be re-advertised with a modification to the specifications.

#### ***Trailer Wrap Printing & Installation***

The Board awarded a contract to Glass Tint Specialists, Inc. d/b/a Arizona Designs for the procurement of trailer wrap printing and installation.

### ***Veterinary Technology Supplies for Spring 2014***

The Board awarded a contract to Thomas Scientific; Fisher Scientific Co., LLC; and Products Unlimited, Inc. for veterinary technology supplies.

### ***Surgical Operating Room Lights (Perkins 2014)***

The Board awarded a contract to Products Unlimited, Inc. for surgical operating room lights.

### ***Printing of the 2014 Summer Combined Tabloid***

The Board awarded a contract to Graphic Image, Inc. for Printing of the 2014 Summer Combined Tabloid.

### ***Fiber Optic and Teledata Installation & Repair Services***

The Board awarded a fair and open contract to Tricomm Services Corporation for Fiber Optic and Teledata Installation and Repair Services with a term commencing on February 5, 2014 through January 31, 2016.

### ***Plumbing Supplies & Parts***

The Board awarded a fair and open contract to:

- 1) Bridgeton Plumbing and Heating Supply for Items #4, #5, #6, #9, #15, #17, #21, #22, #24, #29, #30, #32, #36, #40, #44, #46, #47, #50 and #52;
- 2) Grant Supply Co., Inc. for Items #1, #2, #3, #4, #7, #11, #12, #13, #16, #23, #24, #26, #28, #31, #34, #35 and #39; and
- 3) Saber and Sons Supply Co., Inc. for Items #4, #8, #10, #14, #17, #18, #20, #27, #31, #33, #37, #38, #41, #42 and #49 for Plumbing Supplies and Parts on an as-needed basis with a term commencing on February 5, 2014 through January 31, 2016.

### ***Roll Gate and Garage Door Repairs, Maintenance & Service***

The Board awarded a fair and open contract to Merchantville Overhead Door Co., Inc. for Roll Gate and Garage Door Repairs, Maintenance and Service on an as-needed basis with a term commencing on February 5, 2014 through January 31, 2016.

### ***New Jersey State Contracts***

The Board authorized the amended purchase of various items from the additional New Jersey State Contract vendor: North American Communications Resource, Inc. (NACR) on an as-needed basis for fiscal year 2014.

### ***Office Supplies***

The Board awarded and authorized the College to purchase office supplies based on a bid through County Cooperative Pricing System pricing under its – Identifier #57 –CCCPS to procure office supplies under Bid #A-41/2013 to Office Basics, Inc. on an as-needed basis for the term commencing on February 1, 2014 through January 31, 2016.

### ***Leased Tents & Equipment***

The Board awarded the lease of tents under a bid through County Cooperative Pricing System pricing under its – Identifier #57 –CCCPS to procure leased tents and equipment under Bid #A-60/2013 to The Masso Group, LLC t/a Masso's Event Rentals on an as-needed basis for the term commencing on January 1, 2014 through December 31, 2014.

***Leased Portable Toilet Units***

The Board authorized a lease under a bid through County Cooperative Pricing System pricing under its – Identifier #57 –CCCPS to procure leased portable toilet units under Bid #A-59/2013 to Russell Reid Waste Hauling & Disposal Services b/d/a Mr. John Portable Sanitation Units, Inc. on an as-needed basis for the term commencing on January 1, 2014 through December 31, 2014.

***Exterminating Services***

The Board awarded Year 2, which was bid under the Camden County Cooperative Pricing System – Identifier #57 –CCCPS to procure exterminating services under Bid #A-54 to Tri-County Termite & Pest Control, Inc. for the purchase of exterminating services for the term commencing on January 1, 2014 through December 31, 2014.

***Annual Financial & Compliance Audit***

The Board awarded, subject to agreement on terms of the contract, the professional auditor services as awarded through County Cooperative Pricing System pricing under its – Identifier #57 –CCCPS to procure annual financial and compliance audits to Bowman & Company, LLP for the term commencing on December 23, 2013 through December 22, 2014.

***Bookstore Services in Blackwood & Cherry Hill***

The Board approved extending the term of agreement with Barnes and Noble for Bookstore Services in Blackwood and Cherry Hill from August 1, 2015 to July 31, 2017.

**Personnel**

**Reassignment/Transfer**

Rosalia DeNardo	From E-Learning Specialist, Acting To E-Learning Specialist Academic Affairs Effective December 16, 2013
Samantha Kennedy	From Temporary part-time Librarian To Librarian – Information Literacy Academic Affairs Effective January 13, 2014
Manuel McDade	From full-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective January 13, 2014
Maria Rodriguez	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective December 18, 2013

Brett Vetterly  
From Temporary part-time Campus Safety Officer  
To Permanent part-time Campus Safety Officer  
Public Safety  
Effective December 18, 2013

Curtis Watkins  
From Temporary part-time Campus Safety Officer  
To Permanent part-time Campus Safety Officer  
Public Safety  
Effective January 22, 2014

**Promotion**

Stephen Addezio  
From Director/RETC  
To Executive Director of Public Safety Education  
and Training/Police Academy/RETC  
Academic Affairs  
Effective January 6, 2014

**Title Change**

Lisa Borreggine  
From Assistant to the Director of International Students, Acting  
To Coordinator of International Student Services, Acting  
Enrollment and Student Services  
Effective January 13, 2014

**Separation**

Charles Bennett  
Student Advisor  
Enrollment and Student Services  
Effective June 30, 2014

Teresa Damminger  
Athletic Coordinator/Coaches Assistant  
Institutional Advancement  
Effective June 30, 2014

Kathy Forsythe  
Customer Service Representative  
Academic Affairs  
Effective June 30, 2014

Evan Johnson  
Campus Safety Officer  
Public Safety  
Effective November 1, 2013

Alexander Palmer  
Campus Safety Officer  
Public Safety  
Effective January 9, 2014

Maureen Reidenauer                      Project Coordinator – CTEP  
Academic Affairs  
Effective June 30, 2014

**Leave**

Mary Bohnert                                Public Safety Officer  
Public Safety  
Effective January 2, 2014 – January 16, 2014

Geraldine Driscoll                        Junior Bookkeeper  
Accounting  
Effective January 15, 2014 – April 15, 2014

Rosalie Duren                                Professor  
Academic Affairs  
Effective January 22, 2014 – May 15, 2014

Muqaddas Ejaz                              Campus Safety Officer  
Public Safety Officer  
Effective January 25, 2014 – April 5, 2014

Ronald Garbowski                         Senior Construction Director – Office Administration  
Facilities and Construction  
Effective January 29, 2014 – March 13, 2014

Susan Hanstein                                Administrative Assistant  
Institutional Advancement  
Effective September 23, 2013 – September 22, 2014 - Intermittent

Jessica Hodges                                Custodian/Groundskeeper  
Facilities  
Effective December 2, 2013 – February 23, 2014

Mary Ann Leventis                         Secretary  
Human Resources  
Effective November 14, 2013 – May 14, 2014 - Intermittent

Mandakini Patil                                Help Desk Representative  
Office of Information Technology  
Effective December 19, 2013 – March 19, 2014

**Old Business**

The Board authorized the amended purchase of veterinary technology supply item #F26 to the departmental vendor of choice, Columbia Dentoform.

**New Business**

The Board awarded a non-fair and open contract to Wynters Wellness LLC to provide special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older.

The Board awarded a contract after public bid in accordance with the law to Ernest Bock & Sons, Inc. for the Taft Hall Renovation & Classroom Expansion project for the base bid and alternates #1, #2, #3, #4, #5, #6, & #7.

/lr