



Summary of Actions

Camden County College Board of Trustees

Meeting of March 7, 2017

Board Room/Otto R. Mauke Community Center

Blackwood, New Jersey

Grants, Contracts, and Gifts

The Board authorized the College to apply for the following grants:

- \$216,000 from the New Jersey Department of Labor and Workforce Development for FY2018 for the “Innovative Programs that Build Pathways and Partnerships” grant.
- \$125,000 from the Investors Foundation for FY2018 for the “Project First Step: Working Towards the Well-Being of Camden” grant.
- \$257,500 from the United States Department of Education’s Office of Postsecondary Education for FY2018 for the “Upward Bound Math and Science” grant.

The Board authorized the College to accept the following:

- \$47,943 from the New Jersey Council of County Colleges in partnership with the Office of the New Jersey Secretary for Higher Education for FY2017 for the “College Readiness Now III” grant.

Academic Calendar

The Board approved the 2018-2019 Academic Calendar (*see attached*).

Termination of Programs

The Board approved the termination of the following programs:

- Associate in Applied Science in Respiratory Science (RST.AAS)
- Certificate of Achievement in Meeting and Event Planning (MEP.CA)
- Associate in Science Degree in Secondary Education: Biology Option (SEB.AS)

Policy #427: Credit Tuition and Fees

The Board amended its Policy #427: Credit Tuition and Fees, Schedule A, to update course fees, add new courses, delete courses no longer offered, and add financial incentives for community members and incentives for high school students effective as of fall 2017.

Board Policy Revisions

The Board amended the following policies (*copies available on the “S” Drive in the Office of the President” folder*):

- Policy #336: Indemnification of Employees & Trustees
- Policy #104: Coat of Arms/College Seal
- Policy #607: Extra-Curricular & Student Travel
- Policy #331: Mailing Lists

Salary Increase for Non-Affiliated Employees

The Board authorized a salary increase of 2% for non-affiliated employees effective as of July 1, 2016.

Bid/Contract Recommendations

Dental Equipment Removal & Installation Perkins FY2017

The Board awarded a bid contract for Dental Equipment Removal & Installation Perkins FY2017 to Patterson Dental for Base Bid A in the amount of \$250.00 and Base Bid B in the amount of \$26,420.

Veterinary Digital System Perkins FY2017

The Board awarded a bid contract for Veterinary Technology CR Veterinary Digital System (Perkins FY2017) to Digital Radiographic Equipment, Inc. in the contract amount of \$22,050.

Film & Television Equipment II Perkins FY2017

The Board awarded a bid contract for Film & Television Equipment II FY2017 to Adorama, Inc. in the total contract amount of \$7,666.50 and Troxell Communications, In. in the total contract amount of \$2,692.70.

Printing of the Fall 2017 Credit Tabloid

The Board awarded a bid contract for Printing of the Fall 2017 Credit Tabloid to Bartash Printing, Inc. in the amount of \$2,476.

Copy/Computer Paper & Envelopes

The Board awarded a six-month renewal contract through the CCCPS – Identifier #57-CCCPS to Paper Mart and W.B. Mason for the procurement of copy/computer paper and envelopes in the anticipated amount of \$30,000 with terms commencing on March 1, 2017 to August 31, 2017.

Repair/Replacement/Upgrade of HVAC System Components

The Board approved Northeast Mechanical Services, Inc. for HVAC upgrade/maintenance in accordance with their existing contracts through the Camden County Cooperative Pricing System – Identifier #57-CCCPS in the anticipated amount of approximately \$230,000 for the Camden Technology Center in Camden and in the anticipated amount of approximately \$95,000 for Lincoln Hall on the Blackwood Campus.

Personnel

New Hires

William Briddell	Manager of Business Services Auxiliary Services Effective March 13, 2017
Jacqueline Galbiati	Dean of Math, Science & Health Careers Academic Affairs Effective April 3, 2017
John Post	Chief Information Officer Office of Information Technology Effective March 20, 2017

Reassignments/Transfers

Phyllis James From Coordinator of Registration Services, Acting
To Coordinator of Registration Services
Enrollment and Student Services
Effective April 10, 2017

Lani Nguyen From Coordinator of International Student Services, Acting
To Coordinator of International Student Services
Enrollment and Student Services
Effective March 13, 2017

Title Change

Cecelia Murphy From Legal Secretary
To Legal Assistant and OPRA Custodian
General Counsel
Effective February 13, 2013

Separations

Jenny Andres-Wilder Librarian-Collection Development
Academic Affairs
Effective February 13, 2017

Margaret Hamilton Vice President of Academic Affairs and Institutional
Effectiveness & Planning
Academic Affairs
Effective May 31, 2017

Kristine Kong Enrollment Services Associate
Enrollment and Student Services
Effective March 3, 2017

James Mondelli Public Safety Officer
Public Safety
Effective February 17, 2017

Judith Rowlands Dean of Arts, Humanities & Social Sciences
Academic Affairs
Effective June 30, 2017

Leaves

Susan Ballen Secretary
Academic Affairs
Effective January 13, 2017 – April 7, 2017

Shambra Hines A Secretary
Enrollment and Student Services
Effective March 30, 2017 – May 25, 2017

Karen Nicholson Grants Coordinator
Institutional Advancement
Effective November 14, 2016 – November 13, 2017 – Intermittent

Reza Razavi
Maintenance/Roofer
Facilities
Effective March 17, 2017 – April 12, 2017

Government Services Division

Reassignments/Transfers

Erika Abel
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective March 13, 2017

Valerie Brown
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective March 13, 2017

Evan Cherry
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective March 13, 2017

Marshall Morgan
From Temporary part-time Campus Safety Officer
To Full-time Campus Safety Officer
Public Safety
Effective March 13, 2017

Separations

Nicholas Butz
Campus Safety Officer
Public Safety
Effective February 17, 2017

Luke Coleman
Campus Safety Officer
Public Safety
Effective February 25, 2017

Steven Giunta
Campus Safety Officer
Public Safety
Effective February 19, 2017

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2018-2019 Academic Calendar

Summer 2018 – 5 Week Sessions

First 5-Week Session

First 5-week classes begin	May 14 (M)
Memorial Day, College Closed	May 28 (M)
First 5-week classes end	June 18 (M)
Final Exam Day	June 19 (T)
Final Grades due	June 25 (M)

Second 5-Week Session

Second 5-week classes begin	June 20 (W)
July 4 th Holiday, College Closed	July 4 (W)
Second 5-week classes end	July 25(W)
Final Exam Day	July 26 (R)
Final Grades due	August 1 (W)

Third 5-Week Session

Third 5-week classes begin	July 16 (M)
Third 5-week classes end	August 16 (R)
Final Exam Day	August 20 (M)
Final Grades due	August 26 (Su)

Summer 2018 - 8 Week Session

8-week classes begin	May 14 (M)
Memorial Day, College Closed	May 28 (M)
July 4 th Holiday, College Closed	July 4 (W)
8-week classes end	July 10 (T)
Final Exam Day	July 11 (W)
Final Grades due	July 17 (T)

Summer 2018 – Online Sessions

First Online Session

First Online classes begin	May 21 (M)
First Session classes end	July 3 (T)
Final Grades due	July 9 (M)

Second Online Session

Second Online classes begin	July 9 (M)
Second Session classes end	August 17 (F)
Final Grades due	August 23 (R)

Fall Semester 2018

Semester Opening Day for Faculty & Staff

Last Day to drop, 100% refund

Classes begin

Labor Day, College Closed

Last Day to drop, 50% refund

Audit deadline

Withdrawal deadline

No evening classes

Thanksgiving Holiday, no classes

August 29 (W)

August 29 (W)

August 30 (Th)

September 3 (M)

September 13 (Th)

September 20 (Th)

October 25 (Th)

November 21 (W)

November 22 – 25 (Th-Su)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	Dec. 17 (M)	Monday	Dec. 17 (M)
M/W	Dec. 17 (M)	Tuesday	Dec. 11 (T)
M/F	Dec. 17 (M)	Wednesday	Dec. 19 (W)
W/F	Dec. 14 (F)	Thursday	Dec. 13 (Th)
T/Th	Dec. 13 (Th)	Friday	Dec. 14 (F)
Sat.	Dec. 15 (S)	M/W	Dec. 19 (W)
Sun.	Dec. 16 (U)	T/Th	Dec. 13 (Th)
Monday	Dec. 17 (M)		
Tuesday	Dec. 11 (T)		
Wednesday	Dec. 12 (W)		
Thursday	Dec. 13 (Th)		
Friday	Dec. 14 (F)		

Final Exam Days

*No finals the evening of Wed, December 19

Semester Ends

College Closed

Final Grades Due

December 18 – 20 (T- Th)

December 21 (F)

December 24 (M) - January 1 (T)

December 29 (S)

Spring Semester 2019

College reopens
 Martin Luther King Day, College Closed
 Semester Opening Day for Faculty & Staff
 Last Day to drop, 100% refund

Classes begin

Last Day to drop, 50% refund
 Audit Deadline
 Spring Break
 Withdrawal Deadline
 No Classes

January 2 (W)
 January 21 (M)
 January 22 (T)
 January 22 (T)
January 23 (W)
 February 5 (T)
 February 12 (T)
 March 18-24 (M-U)
 March 26 (T)
 April 21 (Su)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	May 13 (M)	Monday	May 13 (M)
M/W	May 13 (M)	Tuesday	May 14 (T)
M/F	May 13 (M)	Wednesday	May 8 (W)
W/F	May 10 (F)	Thursday	May 9 (Th)
T/Th	May 9 (T)	Friday	May 10 (F)
Sat.	May 11 (S)	M/W	May 13 (M)
Sun.	May 12 (U)	T/Th	May 14 (T)
Monday	May 13 (M)		
Tuesday	May 14 (T)		
Wednesday	May 8 (W)		
Thursday	May 9 (Th)		
Friday	May 10 (F)		

Final Exam Days
 Semester Ends
 Commencement
 Final Grades Due

May 15, 16 (W, Th)
 May 16 (Th)
 May 17 (F)
 May 22 (W)