



Summary of Actions

Camden County College Board of Trustees
Meeting of September 8, 2015
Board Room/Otto R. Mauke Community Center
Blackwood, New Jersey

Grants, Contracts, & Gifts

- authorizing the application and acceptance of \$757,615 for the FY2016 Carl D. Perkins Career and Technical Education Improvement Grant and further authorizing the submission of any budget amendments required;
- authorizing the College, as the lead agency for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program, to accept \$818,780 from the New Jersey Department of Labor and Workforce Development for the FY2016 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant (of which the College will retain \$326,810);
- authorizing the acceptance of the Part 3 funding of the Law Enforcement Officers Training and Equipment Fund (LEOTEF) SFY2015 in the amount of \$22,121;
- authorizing the College to apply for and accept funds for a “County Apprenticeship Coordinator” grant extension administered by the New Jersey Department of Labor and Workforce Development for FY2015 in the amount of \$12,250;
- authorizing the College to accept funds in the amount of \$3,000 from the National Endowment for the Humanities and the American Library Association for the “Latino Americans: 500 Years of History” grant; and
- authorizing the College to accept funds from the New Jersey Council for the Humanities in the amount of \$6,434 for the “Two Wars That Changed America: The Civil War and World War II” grant.

Program Termination

The Board approved the termination of the Associate in Applied Science Degree in Finance (FIN.AAS).

Amendment to Board Policy #427

The Board amended Policy #427: Credit Tuition and Fees (Schedule A), to reflect the revision and addition of installment payment plan options effective for the spring 2016 semester.

Amendment to Board Policy #418

The Board amended Board Policy #418-College Purchasing, to reflect the increase in the statutory bid limit to \$35,000 and to amend the quote limit to \$7,000.

Non-Fair and Open Contract – Ricoh USA, Inc.

The Board awarded a non-fair and open contract to Ricoh, USA, Inc. for continuation of the College's copier leases, service and supplies on a month-to-month basis for the period May 2015 to on or about September 30, 2015.

Non-Fair and Open Contract – Elsevier B.V.

The Board awarded a non-fair and open contract to Elsevier B.V. as the College's provider of the *Science Direct* article database for the term of November 1, 2015 to October 31, 2017.

PSx, Inc.

The Board awarded a non-fair and open contract to PSx, Inc. to provide on-site support and repairs of the Camden Technology Center parking garage equipment malfunctions and/or break downs, supplies, and related services for the term of September 9, 2015 through August 31, 2017.

Gateway to College Program

The Board authorized an agreement with the Pennsauken Township Board of Education for implementation of the Gateway to College Program for the term October 2015 to June 30, 2016.

Trainer Provider Programs

The Board authorized a shared services agreement with Camden County for the credit and non-credit Trainer Provider Program for the period of July 1, 2015 to June 30, 2016. The Board further authorized a shared services agreement with Burlington County for the credit and non-credit Trainer Provider Program for the period of July 1, 2015 to June 30, 2017.

Surrogate's Office Internship Program

The Board authorized a shared services agreement with the County of Camden for the renewal of the Camden County Surrogate's Office Internship Program for the period September 1, 2015 to August 31, 2016.

Insight Workforce Solutions

The Board authorized the College to explore the viability of entering into an agreement with Insight Workforce Solutions to lease approximately 4,000 square feet of space at the Blackwood Campus for a term to be agreed upon by both parties via contract.

Donation of Vehicle

The Board authorized the College to donate one 1999 Ford Crown Victoria Vehicle back to the County of Camden.

Acceptance of Fire Engines by Donation

The Board authorized the College to accept the donation of two fire trucks from the Township of Pennsauken for firefighting training purposes. The Board further authorized the establishment of a training fund allowance which Pennsauken can apply toward Fire Academy class fees.

Bid/Contract Recommendations

Electric Generation Supply Service

The Board awarded and authorized the College to procure electric supply services through the South Jersey Power Cooperative under Bid #A-44/2015 to South Jersey Energy Solutions for a twenty-month term commencing with the October 2015 meter readings.

Awarding Contract for Purchases from NJ State Contract

The Board authorized an additional contract sum for the FY2016 Cisco SMARTnet coverage to Aspire Technology Partners, Inc., the Cisco broker, under New Jersey State Contract.

Air Filters for HVAC Equipment

The Board awarded the bid contract for air filters for HVAC equipment to Tri Dim Filter Corp. on an as-needed basis with terms commencing on September 9, 2015 through June 30, 2017 and rejected all other bids.

Printing Publications Fall 2015

The Board awarded the bid contract for Printing Publications Fall 2015 to Bartash Printing, Inc. for Item #2 and Green Horse Media d/b/a Evergreen Printing, Inc. for Item #1 and rejected all other bids.

Rental and Installation of Tent for Graduation

The Board awarded the bid contract for rental and installation of the tent for Graduation for both 2016 and 2017 to Select Rental Corporation, d/b/a Select Event Group.

Building Materials, Equipment, Supplies, and Tools

The Board awarded the bid contract for building materials, equipment, supplies and tools to Lowe's Home Centers, LLC on an as-needed basis with terms commencing on September 9, 2015 through August 31, 2017.

Fire Suppression System Inspection, Testing, and Maintenance Services

The Board and authorized the College to procure fire suppression system inspection, testing and maintenance services through the Camden County Cooperative Pricing System under its – Identifier #57 – CCCPS under Bid #A-57/2014 to Majek Fire Protection on an as-needed basis for the Optional additional year renewal of the contract with the term commencing on September 1, 2015 through August 31, 2016.

Refuse Removal Services

The Board awarded and authorized the College to procure refuse removal services through the Camden County Cooperative Pricing System under its – Identifier #57–CCCPS under Bid #A-34/2015 to Waste Management of New Jersey, Inc. for the term commencing on September 1, 2015 through August 31, 2016.

Copy Paper, Computer Paper, and Envelopes

The Board awarded and authorized the College to procure copy paper, computer paper and envelopes through the Camden County Cooperative Pricing System under its – Identifier #57 –CCCPS under Bid #A-37/2015 to Davis Packaging and Printing Services, Office Basics, Inc., Paper Mart and W.B. Mason on an as-needed basis for the six-month contract with the term commencing on September 1, 2015 through February 29, 2016 with an additional six month option to renew.

Instructional and Non-Instructional Medical Supplies and Equipment II

The Board awarded bid contracts for instructional and non-instructional medical supplies and equipment II to those bidders and JPC vendors of choice as identified below on behalf of the NJ County College Joint Purchasing Consortium (NJCCJPC) as well as for the College on an as-needed basis with terms commencing on September 9, 2015 through July 30, 2016 and rejected all other bids:

- 1) **4MD Solutions (#FY16NG-05 vendor of choice); and**
- 2) **American Depot (#FY16NG-05 vendor of choice); and**
- 3) **Danlee Medical Products, Inc. (#FY16NG-05 vendor of choice); and**
- 4) **Elektro Assemblies (#FY16NG-05 vendor of choice); and**
- 5) **Fresenius Medical (#FY16NG-05 vendor of choice); and**

- 6) Galls (#FY16NG-05 vendor of choice); and
- 7) Hopkins Medical Products (#FY16NG-05 vendor of choice); and
- 8) Medical Shipment (#FY16NG-05 vendor of choice); and
- 9) Mesa Labs (#FY16NG-05 vendor of choice); and
- 10) Moore Medical (#FY15JPC-63 vendor of choice); and
- 11) Pocket Nurse Enterprises (#FY15JPC-63 vendor of choice); and
- 12) Thomas Scientific (#FY15JPC-23 vendor of choice); and
- 13) Wallcure Practi-Products (#FY16NG-05); and
- 14) VE Ralph & Sons, Inc. (#FY16JPC-04)

Personnel

Faculty Promotions

Dmitri Gembitsky	Assistant Professor II to Assistant Professor I
Christopher Gennari	Assistant Professor I to Associate Professor
Marsha Patrick	Assistant Professor II to Assistant Professor I

Faculty Merit Increase

Ellen Hernandez	Assistant Professor II, Academic Skills English
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Administrative Salary Adjustments

Audrey Brooks	Director of Nursing Programs
Linda Mesko	Director of the Health Information Technology and Medical Coding Programs

Reassignment/Transfer

Freddie Anderson	From Junior Network Administrator, Acting To Junior Network Administrator Office of Information Technology Effective September 14, 2015
Helen Antonakakis	From Vice President, Finance and Planning To Executive Director, Finance and Planning President’s Office Effective August 31, 2015
Jackie Barker Dennis	From Applications Manager, Acting To Applications Manager Office of Information Technology Effective September 14, 2015

Ronald Colomy	From Programmer/Analyst, Acting To Programmer/Analyst Office of Information Technology Effective September 14, 2015
Christine Constantinou	From Coordinator of Registration Services, Acting To Coordinator of Registration Services Enrollment and Student Services Effective September 14, 2015
Christopher Demo	From Financial Aid Counselor, Acting To Financial Aid Counselor Enrollment and Student Services Effective September 14, 2015
Kevin Gaines	From Help Desk Representative, Acting To Help Desk Representative Office of Information Technology Effective September 14, 2015
Margaret Hamilton	From Vice President for Academic Affairs To Vice President for Academic Affairs and Institutional Effectiveness and Planning Academic Affairs Effective July 1, 2015
Wendy Henson	From Desktop Manager, Acting To Desktop Manager Office of Information Technology Effective September 14, 2015
Lauren Hill	From Director, EOF Program and Student Support Services- Camden Campus, Acting To Director, EOF Program and Student Support Services-Camden Campus Enrollment and Student Services Effective September 14, 2015
Susan Iannucci	From Enrollment Services Associate, Acting To Enrollment Services Associate Enrollment and Student Services Effective September 14, 2015
Marc James	From Junior Network Administrator, Acting To Junior Network Administrator Office of Information Technology Effective September 14, 2015
Altha Levering	From Third Party Billing Administrator, Acting To Third Party Billing Administrator Finance and Planning Effective September 14, 2015

Lewis Levinson	From IT Technician, Acting To IT Technician Office of Information Technology Effective September 14, 2015
Tanya Mansuy	From Business Analyst, Acting To Business Analyst Office of Information Technology Effective September 14, 2015
Jayne McGovern-Unger	From Federal Work Study and Special Projects Coordinator, Acting To Federal Work Study and Special Projects Coordinator Enrollment and Student Services Effective September 14, 2015
Daniel McMasters	From Director of Testing, Acting To Director of Testing Enrollment and Student Services Effective September 14, 2015
Anthony Nastasi	From Applications Manager, Acting To Applications Manager Office of Information Technology Effective September 14, 2015
Daniel Pisko	From Programmer Analyst, Acting To Programmer Analyst Office of Information Technology Effective September 14, 2015
Sean Platt	From Coordinator of Business Office Operations, Acting To Coordinator of Business Office Operations Finance and Planning Effective September 14, 2015
Holly Rotella	From B Secretary To Library Assistant Academic Affairs Effective August 17, 2015
Mark Simpkins	From IT Technician, Acting To IT Technician Office of Information Technology Effective September 14, 2015

Promotion

Jennifer Garrett	From Financial Aid Counselor To Financial Aid Manager, Acting Enrollment and Student Affairs Effective September 14, 2015
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Maris Kukainis	From Director, Business Administration To Executive Director, Financial Administrative Services President's Office Effective August 31, 2015
Vanessa O'Brien-McMasters	From Associate Dean of Curriculum and Assessment, Acting To Executive Director of Institutional Effectiveness & Planning, Acting Academic Affairs Effective July 6, 2015
Mary Reilly	From Manager, Financial Aid Technology To Assistant Director of Financial Aid, Acting Enrollment and Student Services Effective September 14, 2015

Salary Change

Sejal Modi	Testing Technician Enrollment and Student Services Effective September, 14, 2015
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Separation

James Lambert	Maintenance/Electrician Facilities Effective October 12, 2015
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Helen Russell	Professor Academic Affairs Effective June 30, 2016
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Habiba Soudan	Assistant Professor II Academic Affairs Effective June 30, 2016
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Sebastian Vasta	Professor Academic Affairs Effective June 30, 2017
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Leave

William Banks	Director, Athletics Institutional Advancement Effective October 28, 2015 – January 20, 2016 – Intermittent
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Susan Hanstein	Administrative Assistant Institutional Advancement Effective May 29, 2015 – August 21, 2015
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James Lambert	Maintenance/Electrician Facilities Effective September 1, 2015 – October 12, 2015
William Oleson	Enrollment Services Associate Enrollment and Student Services Effective June 18, 2015 – September 18, 2015
Ivis Quann	B Secretary Academic Affairs Effective August 31, 2015 – January 3, 2016

Government Services Division

Reassignment/Transfer

Thomas Barnes	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015
Ashley Bush	From Permanent part-time Community Service Officer To Full-time Campus Safety Officer Public Safety Effective September 14, 2015
Nicholas Butz	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015
Jeff Love	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015
Rosa Pineiro	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015
Daniel Stinsman	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015
Alan Sytnik	From Temporary part-time Campus Safety Officer To Permanent part-time Campus Safety Officer Public Safety Effective September 14, 2015

Rebecca Fidler-Sheppard Acting Dean, Institutional Research & Planning
Academic Affairs
Effective July 27, 2015

Reassignment/Transfer

Susan L'Esperance From Library Assistant, Permanent part-time
To B Secretary
Academic Affairs
Effective July 20, 2015

Separation

Patricia Fazio Librarian – Catalog/Data Collection
Academic Affairs
Effective August 4, 2015

Barbara Laynor Director of Library Services
Academic Affairs
Effective January 31, 2016

Miriam Mlynarski Librarian – Systems/Web Services
Academic Affairs
Effective December 31, 2015

Judith Osborne Special Events Coordinator
Institutional Advancement
Effective August 31, 2015

Government Services Division

Separation

Charles Bucceroni Campus Safety Officer
Public Safety
Effective June 22, 2015

Brett Hunter Campus Safety Officer
Public Safety
Effective July 10, 2015

Matthew Menichini Campus Safety Officer
Public Safety
Effective June 5, 2015

James Monk Campus Safety Officer
Public Safety
Effective May 29, 2015

Aaron Vines

Campus Safety Officer
Public Safety
Effective July 8, 2015

Death in Service

Charles Reed

Campus Safety Officer
Public Safety
June 15, 2015

New Business

Authorized Signatories

The Board added Donald Borden, Executive Vice President, as an authorized signatory on all College bank accounts effective September 8, 2015.

/lr