

John T. Hanson, Chair, called the **February 5, 2019** regular meeting of the Board of Trustees of Camden County College to order at **7:00 PM** in the Board Room in the Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been provided via letter transmitted to the *Courier Post* and the *Retrospect* on November 8, 2018. A copy had also been filed with the Clerk of the County of Camden.

**Board Members Present:** Annette Castiglione, Susan R. Croll, John T. Hanson, Anthony J. Maressa, Dr. S. Jay Mirmanesh, Jessica R. Stewart, Helen Albright Troxell, Judith J. Ward, Khyia L. Ward.

**Board Members Absent:** Karen S. Halpern, Dr. Lovell Pugh-Bassett, and Brett Wiltsey.

**Also Present:** Donald A. Borden, President; and Leeann Rinaldi, Administrative Assistant to the President.

**Also Present:** Kay Byrd, Director of Events and Facilities Services; Orlando Cuevas, Executive Director, Public Safety Education & Training/Public Safety/Regional Emergency Training Center; Anne Daly-Eimer, Dean of Enrollment & Student Services; David Edwards, Executive Vice President for Academic and Student Affairs; Christopher Gallo, Director, Automotive Technology; Walter George, Director of User Services; Deborah Hannan, Administrative Assistant to the President; Wendy Henson, Desktop Manager, OIT; Kathleen Kane, Executive Director of Human Resources; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Dawn Pasquale, Public Safety Officer; Jack Post, Chief Information Officer; John Schuck, Associate Director of Public Safety; Kimberly Snyder, Public Safety Officer; Ryan Taggart, Public Safety Officer; Ronald Tomasello, Director of Communications; Joseph Troxell; Margo Venable, Executive Dean of School, Community and Workforce Training Programs; and several members of the Association of Administrative Personnel.

### ***Minutes of Meeting***

**Motion** made by Ms. Croll and seconded by Ms. Stewart to accept the minutes of the January 8, 2019 regular meeting as presented. **Motion** carried unanimously.

### ***Public Comment***

Public Safety Officers, Dawn Pasquale, Kimberly Snyder, and Ryan Taggart were recognized with commendations by President Borden and the Board of Trustees for their high-level of service in performing life-saving assistance to individuals in need.

### ***President's Report***

Mr. Borden presented video highlights pertaining to his written report including:

- “Snack Packs for Chemo” that were prepared and distributed by Phi Theta Kappa students to the Unforgotten Haven as one of their service activities;
- the New Jersey Science Olympiad held on the Blackwood Campus on January 10;
- the Model United Nations event conducted on the Blackwood Campus on January 17;
- the National Stop the Violence Alliance’s screening of “The Hate You Give” at the Camden Conference Center on Martin Luther King, Jr. Day (January 21);
- an exhibition of the works of Andrea Wohl Keefe and Colin Keefe (ongoing from January 30 to February 21, 2019);
- Give Kids a Smile day on February 1;
- A new recycling initiative, in partnership with Camden County;
- a listing of the following upcoming events:
  - various Black History Month events to be held throughout the month
  - the Martin Luther King, Jr. Day of Service event to be held at the Camden Campus on February 8
  - the Foundation Gala on March 1, 2019
  - “Eclectic Environs,” mixed media works by Phil Rychert (ongoing from March 6, to April 4, 2019)

Mr. Border further presented the following highlights from his written report (see attachment **4858A**):

- Career Services launched an employer portal that allows employers to create accounts and post/manage jobs and internship opportunities directly to the career coach webpage. Students and alumni are able to apply for these opportunities directly through the College’s website by creating a Career Coach profile and uploading their resume. To date, forty-six employers have created accounts.
- Government and Politics major, Austin Parrish, successfully served a fall internship with Congressman Norcross’ office and Liberal Arts student, Shaniyla Johnson, secured a spring internship with the 5<sup>th</sup> Congressional District with the assistance of the Career Services Office.
- The Library hosted *Color Your Stress Away* during the last two weeks of the semester. Students suggested therapy dogs be included for de-stressing next year!
- On January 3, Camden County College partnered with the New Jersey Consortium for Excellence Through Equity – South to host a Middle School Student Leadership Institute and a Future Aspiring Minority Educators High School Student Institute. The Middle School Institute welcomed 153 students to the Blackwood Campus, while the High School Institute attracted 65 participants. Camden County College President Donald A. Borden served as the keynote speaker of the High School Institute. Also throughout the day, students were able to attend three separate workshops that were hosted by local south jersey educators.

- The Readers' Theatre Project presented "Into the Garden: A Conversation about Life" at four local venues during the month of December.
- On January 24, students in the S.T.E.A.M. Preparatory Academy at Black Horse Pike Regional had their senior year STEAM Academy capstone project judged by a Black Horse Pike Administrator as well as a Camden County College faculty member for awards. The S.T.E.A.M. Academy is a rigorous two-year interdisciplinary program designed to provide a strong educational foundation for academically gifted students planning to pursue careers in Science, Technology, Engineering, Arts or Mathematics. Students enrolled in this program should be prepared for exceptionally challenging coursework and a variety of educational opportunities.
- The Customized Training Department partnered with the Camden County Workforce Development Board to implement the Atlantic City Electric Quick Path to Energy Program. This free, occupational skills training initiative is designed to introduce and prepare southern New Jersey residents for career paths in the energy and utilities industry. Seventeen applicants have already qualified for the program.
- Rutgers/Camden hosted an Instant Decision Day for students interested in pursuing a Bachelor's degree at the Blackwood or the Camden City location. Approximately twenty students participated.
- Stockton University's Transfer Coordinator met with transfer prospects in the Advisement Center on December 11. He met with eight Camden County College students who are planning to transfer for both spring and fall 2019 once they receive their associate's degree.
- The Tutoring Center installed an electronic sign-in system at the front desk for students to sign in for tutoring and advisement. The kiosks are set up under our existing TutorTrac system at no additional cost.
- The Freeholder Board, the County Addiction Awareness Task Force and Camden County College created a certification program for individuals who wish to provide a resource for those recovering from overdose and addiction by becoming Certified Peer Recovery Specialists (CRPS). These recovery specialists respond at all four health systems in Camden County and are the first social service responder once someone has been medically cleared from an overdose. For those who decide to continue their studies, the CRPS certification will count towards the Certified Alcohol and Drug Counselor Program as well.
- On January 19, a Community College Opportunity Grant (CCOG) event was hosted at the Camden City Campus. Former Mayor Dana Redd invited a group of Camden City residents to the campus for an event highlighting CCOG and information on the opportunities for Adult Basic Skills students.

- A recruitment event for parents was held on the Mastery High School campus. The event was attended by 26 students and highlighted CCOG and ABS program information. To date, the College has enrolled 214 students with CCOG tuition funds and awarded \$260,444.
- Approximately fifty families attended Financial Aid Night at the Camden County Technical Schools Pennsauken Campus on December 11. The families received assistance on completing the FAFSA as well as information regarding registration and the Free College Tuition program.
- The College has earned the 2018-2019 Military Friendly Schools designation. “Camden County College takes its commitment to our nation’s veterans and service members seriously, so we are proud to be officially recognized as a Military Friendly School,” said Freeholder Deputy-Director Edward McDonnell.

### *Grants, Contracts & Gifts*

Ms. Ward presented the following resolutions that were recommended for approval by the Business Affairs, Audit, and Campus Development Committee:

**Resolution #101** – authorizing the College to accept funds for the Child Assault Prevention grant program administered by the New Jersey Department of Children and Families for the fiscal year 2019 in the amount of \$1,736,893 and further, authorizing the Board to award contracts for the Child Assault Prevention sub-contracting agencies in the anticipated amount of \$1,110,238.

**Motion** made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2019-101 (see attachment **4858B**). **Motion** carried unanimously.

**Resolution #102** –authorizing the College to accept the State sub-award funds of the Law Enforcement Officers Training and Equipment Fund in the amount of \$61,179 for FY19.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2019-102 (see attachment **4858C**). **Motion** carried unanimously.

### *Academic & Student Affairs Committee*

Ms. Croll presented the following resolutions that were recommended for approval by the Academic and Student Affairs Committee:

**Resolution 103** - authorizing the recommended faculty promotion as included in the Board packet.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-103 (see attachment **4858D**). **Motion** carried unanimously.

**Resolution 104** –approving the proposed 2020-2021 Academic Calendar as included in the Board packet.

**Motion** made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2019-104 (see attachment **4858E**). **Motion** carried unanimously.

Ms. Croll further presented one information item on International Student Services. Ms. Croll reported that the Committee received a detailed presentation from Ms. Lani Nguyen of the support and services provided by the College's International Student Services Office, including some recent success stories. Ms. Croll noted that additional details related to the presentation were included in the Board packet.

***Business Affairs, Audit & Campus Development Committee***

Ms. Ward presented the following resolutions that were recommended by the Business Affairs, Audit and Campus Development Committee:

**Resolution #105** –authorizing the trade-in of three pieces of equipment used by the Veterinary Technology Program which were damaged by a roof leak and are unrepairable, for the purchase of replacement equipment to reside in Halpern Hall.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2019-105 (see attachment **4858F**). **Motion** carried unanimously.

**Resolution #106** –authorizing a shared services agreement between the College and the County of Camden for delivery of oversight and management services pertaining to annual County programs conducted by the County's Special Events Division for the calendar year of 2019, effective January 1, 2019.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2019-106 (see attachment **4858G**). **Motion** carried unanimously.

**Resolution #107** – authorizing the College to negotiate and enter into a successor one-year shared services agreement with the Camden County Improvement Authority effective March 1, 2019 for construction and facilities management services with a 2% increase over the prior year.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-107 (see attachment **4858H**). **Motion** carried unanimously.

**Resolution #108** –authorizing the College to enter into a Cooperative Service Agreement with the United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services to assist in the Canada goose damage management project on the Blackwood Campus for a term of February 6, 2019 through September 30, 2019 in the contract amount of \$8,315.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-108 (see attachment **4858I**). **Motion** carried unanimously.

**Resolution #109** –awarding 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 for an amount not to exceed \$35,000.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-109 (see attachment **4858J**). **Motion** carried unanimously.

**Resolution #110** –authorizing an amendment to the current New Jersey County Colleges Joint Purchasing Consortium contract for bookstore operation and management of the Blackwood & Cherry Hill locations to institute a 7% commission rate for digital sales and to expedite the collection of a \$225,000 contract signing bonus pursuant to the terms and conditions for the NJCC JPC contracted award.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-110 (see attachment **4858K**). **Motion** carried unanimously.

**Resolution #111** –authorizing a waiver of Board Policy 721, restricting to beer and wine, the type of alcoholic beverages which may be on campus for a non-student event. *Visit South Jersey* is the beverage sponsor for the March 1, 2019 Foundation Gala and will provide rum to be used by Sodexo for the Foundation in a signature drink served to adult patrons ages 21 and over at the event.

**Motion** made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2019-111 (see attachment **4858L**). **Motion** carried unanimously.

**Resolution #112** – authorizing the College to award a contract for the annual financial and compliance audits to Bowman and Company, LLP through the Camden County Cooperative Pricing System in the anticipated amount of \$73,000 for a term of January 1, 2019 to December 31, 2019.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2019-112 (see attachment **4858M**). **Motion** carried unanimously.

**Resolution #113** – settling all claims pending or which could have been brought regarding Superior Court Claim number CAM L-3051 by a former student, ending all litigation, and authorizing Chubb Insurance Company to pay claimant as per the settlement terms.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-113 (see attachment **4858N**). **Motion** carried unanimously.

### ***Bid/Contract Recommendations***

Ms. Ward presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2019-114 through 119**.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution #'s FY2019-114 through 119 (see attachment **4858O**). **Motion** carried unanimously.

***Personnel***

Mr. Borden presented **Resolution FY2019-120**- Personnel Actions, dated February 5, 2019.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2019-120 (see attachment **4858P**). **Motion** carried unanimously.

***Old Business***

None.

***New Business***

None.

***Adjournment***

**Motion** to adjourn the meeting made by Ms. Ward and seconded by Ms. Castiglione. **Motion** carried unanimously. The meeting adjourned at 7:32 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

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# *President's Report*

## *Student Success*

- Career Services launched an employer portal that allows employers to create accounts and post/manage jobs and internship opportunities directly to the career coach webpage. Students and alumni are able to apply for these opportunities directly through the College's website by creating a Career Coach profile and uploading their resume. To date, forty-six employers have created accounts.
- Government and Politics major, Austin Parrish, successfully served a fall internship with Congressman Norcross' office and Liberal Arts student, Shaniyla Johnson, secured a spring internship with the 5<sup>th</sup> Congressional District with the assistance of the Career Services Office.
- The Library hosted *Color Your Stress Away* during the last two weeks of the semester. Students suggested therapy dogs be included for de-stressing next year!

## *Community Events*

- PTK students delivered over 300 snack packs for chemotherapy patients at the Unforgotten Haven charity on December 29 as one of their service activities.
- On January 21, Camden County College and the National Stop the Violence Alliance hosted the 2019 Dr. Martin Luther King Day Celebration at the Camden Conference Center. More than 200 people attended this event that included food and a screening of the film "The Hate You Give."
- On January 3, Camden County College partnered with the New Jersey Consortium for Excellence Through Equity – South to host a Middle School Student Leadership Institute and a Future Aspiring Minority Educators High School Student Institute. The Middle School Institute welcomed 153 students to the Blackwood Campus, while the High School Institute attracted 65 participants. Camden County College President Donald A. Borden served as the keynote speaker of the High School Institute. Also throughout the day, students were able to attend three separate workshops that were hosted by local south jersey educators.
- The Readers' Theatre Project presented "Into the Garden: A Conversation about Life" at four local venues during the month of December.
- On January 10, Camden County College hosted the NJ Science Olympiad – Camden Regional for the 15th consecutive year. The event brought together 14 middle school teams and 19 high school teams competing in a total of 28 STEM based events. This is one of three regionals throughout the state that lead to the state competition in March. The top six teams in each event will receive a medal. Over 500 students participated.



- On January 24, students in the S.T.E.A.M. Preparatory Academy at Black Horse Pike Regional had their senior year STEAM Academy capstone project judged by a Black Horse Pike Administrator as well as a Camden County College faculty member for awards. The S.T.E.A.M. Academy is a rigorous two-year interdisciplinary program designed to provide a strong educational foundation for academically gifted students planning to pursue careers in Science, Technology, Engineering, Arts or Mathematics. Students enrolled in this program should be prepared for exceptionally challenging coursework and a variety of educational opportunities.
- On January 26, Camden County College hosted an event marking National Human Trafficking Month to raise awareness to the serious crime affecting teen girls throughout South Jersey. The event featured survivors, mothers and a grandmother of a minor trafficking victim. Mayor David R. Mayer of Gloucester Township served as keynote speaker. The WWITS Mentoring Program works to rescue and provide a safe and secure place for girls who are survivors of human sex trafficking. Last year, they were successful in rescuing 57 girls, all but one under the age of 16.
- From January 30 to February 21, the Marlin Gallery is hosting an exhibition of the works of Andrea Wohl Keefe and Colin Keefe. An opening reception will take place on Wednesday, January 30th, from 5:00 to 7:00 p.m. Gallery hours will be Monday through Thursday, 1:00 to 4:00 p.m. Colin and Andrea are co-directors of Mount Airy Contemporary, a gallery they created in Mt. Airy, PA. “We’re a husband and wife who show work we love in the carriage house behind our home, below our studios. It’s a labor of love. Period.”
- On February 1, the Dental Department at Camden County College participated in the 17th annual Give Kids a Smile Day from 9 a. m. to 4 p.m. in the Dental Hygiene Clinic in Halpern Hall. The program offers children aged 12 and under FREE dental care and introduces them to the importance of oral health.

### *Partnerships*

- The Customized Training Department partnered with the Camden County Workforce Development Board to implement the Atlantic City Electric Quick Path to Energy Program. This free, occupational skills training initiative is designed to introduce and prepare southern New Jersey residents for career paths in the energy and utilities industry. Seventeen applicants have already qualified for the program.

### *Student Support Services*

- Rutgers/Camden hosted an Instant Decision Day for students interested in pursuing a Bachelor’s degree at the Blackwood or the Camden City location. Approximately twenty students participated.
- Stockton University’s Transfer Coordinator met with transfer prospects in the Advisement Center on December 11. He met with eight Camden County College students

who are planning to transfer for both spring and fall 2019 once they receive their associate's degree.

- The Tutoring Center installed an electronic sign-in system at the front desk for students to sign in for tutoring and advisement. The kiosks are set up under our existing TutorTrac system at no additional cost.

### *Outreach*

- The Freeholder Board, the County Addiction Awareness Task Force and Camden County College created a certification program for individuals who wish to provide a resource for those recovering from overdose and addiction by becoming Certified Peer Recovery Specialists (CRPS). These recovery specialists respond at all four health systems in Camden County and are the first social service responder once someone has been medically cleared from an overdose. For those who decide to continue their studies, the CRPS certification will count towards the Certified Alcohol and Drug Counselor Program as well.
- On January 19, a Community College Opportunity Grant (CCOG) event was hosted at the Camden City Campus. Former Mayor Dana Redd invited a group of Camden City residents to the campus for an event highlighting CCOG and information on the opportunities for Adult Basic Skills students.
- A recruitment event for parents was held on the Mastery High School campus. The event was attended by 26 students and highlighted CCOG and ABS program information. To date, the College has enrolled 214 students with CCOG tuition funds and awarded \$260,444.
- Approximately fifty families attended Financial Aid Night at the Camden County Technical Schools Pennsauken Campus on December 11. The families received assistance on completing the FAFSA as well as information regarding registration and the Free College Tuition program.

### *Foundation*

- In 2018, Camden County College welcomed 257 new donors that gave \$121,000. We received \$597,254 in total giving, and added three new endowed scholarships at \$15,000 or higher, along with 10 additional annual scholarships.
- On January 15, approximately 40 donors attended the Donor Appreciation Dinner at the College, where we were able to thank them for their continued support and share the impact of their generosity. Rashan Prailow, a 2013 CCC graduate and scholarship recipient, shared his story and Dr. Catherine Boos, director of Dental Programs, shared why she gives back to CCC. President Donald Borden and Vice President Dr. Jacqueline Galbiati also presented on the success and future plans of the CCC Foundation.

*Athletics*

- The Athletic Director Honor Roll has been released on the Athletic Department website. Forty-seven of our student-athletes obtained a 3.0 GPA or higher during the fall 2018 semester.
- Outdoor Track and Field is offered for the first time in over 30 years.
- The dugout and fence renovations are completed for Softball and Baseball.

**Donald Borden**  
**President**

RESOLUTION NO. FY2019-101

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT FUNDS FROM THE NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES FOR THE CHILD ASSAULT PREVENTION PROGRAM AND AUTHORIZING THE PROCUREMENT CONTRACTS FOR THEIR SUB-CONTRACTING COUNTY AGENCIES FOR THE FISCAL YEAR 2019**

**WHEREAS**, N.J.S.A. 18A:64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and section (l) authorizes the Board to accept funds; and purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and

**WHEREAS**, the College has been notified that the Department of Children and Families is offering a Child Assault Prevention (CAP) contract for the Fiscal Year 2019, namely, “Child Assault Prevention” program, for the performance period of July 1, 2018 to June 30, 2019, in the amount of \$1,736,893; and for their sub-contracting agencies in the anticipated amount of \$1,110,238; and

**WHEREAS**, Camden County College will, thru this program, provide and promote the reduction of violence against children through child assault and bullying prevention education programs that is delivered to students from Pre-K through 12<sup>th</sup> grade, their parents and educators/staff in local private/public schools, childcare centers, community organizations and institutions. The CAP programs will provide prevention education via County CAP Projects through sub-contracting agencies; i.e. mental health agencies, family success centers, prevention education agencies and county colleges; and

**WHEREAS**, Board acceptance is recommended by Helen Antonakakis, Executive Director for Finance and Planning for both the acceptance of the funds and the procurement contracts for their sub-contracting county agencies.

**NOW, THEREFORE BE IT RESOLVED** by the BOARD OF TRUSTEES of Camden County College that it hereby agrees to accept funds for a “Child Assault Prevention” grant program-administered by the New Jersey Department of Children and Families for the Fiscal Year 2019 in the amount of \$1,736,893. This further authorizes the BOARD OF TRUSTEES to hereby AWARD contracts for the CAP sub-contracting agencies in the anticipated amount of \$1,110,238; and

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized to sign and execute such contracts, or other instruments as may be necessary and appropriate in connection therewith.

**SUMMARY STATEMENT**

This resolution authorizes Camden County College to accept funds for a “Child Assault Prevention” grant program administered by the New Jersey Department of Children and Families for the FY2019 in the amount of \$1,736,893 during the period of July 1, 2018 through June 30, 2019. It further authorizes contracts for the CAP sub-contracting agencies in the anticipated amount of \$1,110,238.

February 5, 2019

RESOLUTION NO. FY2019-102

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE FY19 LAW ENFORCEMENT OFFICERS TRAINING AND EQUIPMENT FUND (LEOTEF) SUB-AWARD**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to exercise powers reasonably necessary or incidental to the establishment, maintenance and operation of the College; and

**WHEREAS**, Camden County College has undertaken operation of the Camden County Police Academy; and The Law Enforcement Officers Training and Equipment Fund (LEOTEF) supports the development and provision of basic and in-service training courses for law enforcement officers and assists with the purchase of equipment to be used for training of law enforcement officers; and

**WHEREAS**, the College has received notice of a State sub-award LEOTEF-03-18, Cycle #30, for operation of the Police Academy, in the amount of \$61,179, for sub-award period SFY2018, from July 1, 2018 to June 30, 2019; and

**WHEREAS**, Board acceptance is recommended by Vice President Dr. David Edwards and Police Academy Director Orlando Cuevas; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby approves the acceptance of the sub-award funds of the Law Enforcement Officers Training and Equipment Fund in the amount of \$61,179 for FY19; and

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized to sign and execute such contracts, or other instruments as may be necessary and appropriate in connection therewith.

**SUMMARY STATEMENT**

This resolution authorizes Camden County College to approve the acceptance of the Law Enforcement Officers Training and Equipment Fund-03-18, Cycle #30, in the amount of \$61,179 for FY19.

**RESOLUTION AUTHORIZING FACULTY PROMOTION**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 §(f), the President of Camden County College is empowered to recommend to the Camden County College Board of Trustees, terms and conditions of employment of faculty and staff; and

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 §(f) the Camden County College Board of Trustees is authorized to set the terms and conditions of employment of such personnel upon the recommendation of the President of the College, and

**WHEREAS**, faculty members can apply for promotions in academic rank according to the process described in Article XIII and qualifications outlined in Article XV of the collective bargaining agreement; and

**WHEREAS**, a Professional Standards Committee, comprised of tenured faculty, reviews each applicant's promotion packet and makes a recommendation to the Vice President for Academic Affairs, who reviews the promotion packets, consults with the Deans and reviews all recommendations with the President, who recommends promotions to the Board of Trustees for approval; and

**WHEREAS**, faculty members who are promoted receive an increase of 5% in their base faculty salary and the Board of Trustees has determined that it is in the best interests of Camden County College to take the personnel actions so recommended; and

**WHEREAS**, the President has recommended the following faculty for promotion:

**Rondald O'Neal                      Associate to Professor**

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts and approves the faculty promotion as submitted by the President; and

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized to sign and execute such contracts or take such other actions as may be necessary and appropriate in connection herewith, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith.

**SUMMARY STATEMENT**

This resolution authorizes the recommended faculty promotion.

RESOLUTION NO. FY2019-104

**RESOLUTION RECOMMENDING THE 2020- 2021 ACADEMIC CALENDAR**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 §(o), the Camden County College Board of Trustees is authorized to enact such rules and regulations as may be appropriate for the maintenance and operation of the College; and

**WHEREAS**, the President of the College has recommended to the Board of Trustees of Camden County College that the College adopt the attached 2020-2021 Academic Calendar; and

**WHEREAS**, the Board of Trustees has examined relevant information and materials regarding the proposed 2020-2021 Academic Calendar; and

**WHEREAS**, the Board of Trustees is satisfied that the proposed calendar is consistent with the mission of the College, has been the subject of favorable internal review by the College administration, and does not require significant additional resources;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees of Camden County College hereby approved the adoption of the 2020-2021 Academic Calendar.

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized negotiate the appropriate further terms and execute all such documents or other instruments and/or make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution approves the proposed 2020-2021 Academic Calendar.

## ***2020-2021 Proposed Academic Calendar***

### **Summer 2020 – 5 Week Sessions**

#### **First 5-Week Session**

First 5-week classes begin	May 18 (M)
Memorial Day, College Closed	May 25 (M)
First 5-week classes end	June 22 (M)
Final Exam Day	June 23 (T)
Final Grades due	June 29 (M)

#### **Second 5-Week Session**

Second 5-week classes begin	June 24 (W)
July 4 <sup>th</sup> Holiday, College Closed	July 2 (R)
Second 5-week classes end	July 29 (W)
Final Exam Day	July 30 (R)
Final Grades due	August 5 (W)

#### **Third 5-Week Session**

Third 5-week classes begin	July 13 (M)
Third 5-week classes end	August 13 (R)
Final Exam Day	August 17 (M)
Final Grades due	August 23 (Su)

### **Summer 2020 - 8 Week Session**

8-week classes begin	May 18 (M)
Memorial Day, College Closed	May 25 (M)
July 4 <sup>th</sup> Holiday, College Closed	July 2 (R)
8-week classes end	July 14 (T)
Final Exam Day	July 15 (W)
Final Grades due	July 21 (T)

### **Summer 2020 – Online Sessions**

#### **First Online Session**

First Online classes begin	May 26 (T)
First Session classes end	July 7 (T)
Final Grades due	July 13 (M)

#### **Second Online Session**

Second Online classes begin	July 9 (R)
Second Session classes end	August 19 (W)
Final Grades due	August 25 (T)



**Fall Semester 2020**

Semester Opening Day for Faculty & Staff

Last Day to drop, 100% refund

**Classes begin**

Labor Day, College Closed

Weekend Classes Begin

Last Day to drop, 50% refund

Audit deadline

Withdrawal deadline

No evening classes

Thanksgiving Holiday, no classes

September 1 (T)

September 1 (T)

**September 2 (W)**

September 7 (M)

September 11 (F)

September 16 (W)

September 23 (W)

October 28 (W)

November 25 (W)

November 26 – Nov. 29 (Th-Su)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	Dec. 18 (F)	Monday	Dec. 21 (M)
M/W	Dec. 16 (W)	Tuesday	Dec. 15 (T)
M/F	Dec. 21 (M)	Wednesday	Dec. 16 (W)
W/F	Dec. 16 (W)	Thursday	Dec. 17 (Th)
T/Th	Dec. 17 (Th)	Friday	Dec. 18 (F)
Sat.	Dec. 19 (S)	M/W	Dec. 21 (M)
Sun.	Dec. 20 (U)	T/Th	Dec. 17 (Th)
Monday	Dec. 21 (M)		
Tuesday	Dec. 15 (T)		
Wednesday	Dec. 9 (W)		
Thursday	Dec. 17 (Th)		
Friday	Dec. 18 (F)		

Final Exam Days

Semester Ends

College Closed

Final Grades Due

December 22 – 23 (T-W)

December 23 (W)

December 24 (Th) - January 3 (Su)

December 30 (W)

**Spring Semester 2021**

College reopens

Martin Luther King Day, College Closed

Semester Opening Day for Faculty &amp; Staff

Last Day to drop, 100% refund

**Classes begin**

Last Day to drop, 50% refund

Audit Deadline

Spring Break

Withdrawal Deadline

No Classes

January 4 (M)

January 18 (M)

January 19 (T)

January 19 (T)

**January 20 (W)**

February 2 (T)

February 9 (T)

March 15-21 (M-Su)

March 23 (T)

April 4 (Su)

Last DAY classes meet:		Last NIGHT classes meet:	
M/W/F	May 10 (M)	Monday	May 10 (M)
M/W	May 10 (M)	Tuesday	May 11 (T)
M/F	May 10 (M)	Wednesday	May 5 (W)
W/F	May 7 (F)	Thursday	May 6 (Th)
T/Th	May 11 (T)	Friday	May 7 (F)
Sat.	May 8 (S)	M/W	May 10 (M)
Sun.	May 9 (U)	T/Th	May 11 (T)
Monday	May 10 (M)		
Tuesday	May 11 (T)		
Wednesday	May 5 (W)		
Thursday	May 6 (Th)		
Friday	May 7 (F)		

Final Exam Days

Semester Ends

Commencement

Final Grades Due

May 12 - 13 (W - Th)

May 13 (Th)

May 14 (F)

May 19 (W)

RESOLUTION NO. FY2019-105

**RESOLUTION AUTHORIZING THE TRADE-IN OF EQUIPMENT TOWARD THE PURCHASE OF REPLACEMENT VETERINARY TECHNOLOGY EQUIPMENT**

**WHEREAS**, The Board of Trustees of Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-1, *et seq.*; and 18A: 64A-12(m) and;

**WHEREAS**, three pieces of equipment [Vet Test Chemistry Analyzer (Make: IDEXX/VETTEST; Model: 8008; Serial #: 0J36953); Vet Lyte Electrolyte Analyzer (Make: IDEXX/VETLYTE; Model: N/A; Serial #: A15.15795) and LaserCyte Hematology Analyzer System (Make: IDEXX; Model: 93-3000-01; Serial #: DXBP006162), used for the Veterinary Technology Program, residing in Halpern Hall were damaged by a roof leak and are unreparable; and

**WHEREAS**, two (2) pieces of equipment (Vet Test Chemistry Analyzer and LaserCyte Hematology Analyzer System) were purchased in fiscal years 1998 and 2006 using Carl D. Perkins Grant funds; and

**WHEREAS**, on September 27, 2018, Linda Eno, Assistant Commissioner, Division of Academics and Performance, New Jersey, Department of Education, authorized the College to retain, sell or otherwise dispose of the equipment, whose fair market value is \$5,000 or less; and

**WHEREAS**, the Vet Lyte Electrolyte Analyzer was purchased using Carl D. Perkins Grant funds; however, due to its value of \$1,500 is not considered equipment and does not require disposal approval by the Department of Education;

**WHEREAS**, these three (3) pieces of equipment were used as a “trade-in” value toward the purchase of replacement equipment for the Veterinary Technology Program; and

**WHEREAS**, Peggy A. Dorsey, Director of Veterinary Technology, recommends that, pursuant to NJSA 18A:64A-12 (m), this machinery is no longer usable for College purposes and requests such a finding by the Board and the authorization to use them as a “trade-in” value toward the purchase of replacement equipment; and

**WHEREAS**, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, that the Board authorize the “trade-in” of these three (3) pieces of equipment; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that the three (3) pieces of equipment are no longer necessary for College purposes and the aforementioned request to use them as a “trade-in” value toward the purchase of replacement equipment is hereby authorized.

**SUMMARY STATEMENT**

This resolution authorizes the “trade-in” of three (3) pieces of equipment used by the Veterinary Technology Program, which were damaged by a roof leak and are unreparable, for the purchase of replacement equipment to reside in Halpern Hall pursuant to NJSA 18A:64A-12 (m).

RESOLUTION NO. FY2019-106

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN AND CAMDEN COUNTY COLLEGE FOR OVERSIGHT AND MANAGEMENT SERVICES FOR SPECIAL EVENTS DIVISION AND SPECIAL SERVICES**

**WHEREAS**, N.J.S.A 40A:65-1, *et seq* (“Uniform Shared Services and Consolidation Act”) permits two local units to enter into a contract for any services which any party to the agreement is empowered to render within its jurisdiction; and

**WHEREAS**, the County of Camden (“the County”) created the Camden County Transformation Initiative, an effort to identify economies and efficiencies in the operations of County government that will reduce the tax burden on Camden County taxpayers and improve the effectiveness of services for County residents; and

**WHEREAS**, Camden County College has the expertise and capability to provide oversight and management services for various annual County programs conducted by the Special Events Division; and

**WHEREAS**, utilizing Camden County College’s expertise and capability will create economic savings and increased efficiency in operations for the County; and

**WHEREAS**, the County and the College agree that their mutual public purposes and their best interest will be promoted a Shared Services Agreement for the College’s delivery of oversight and management services pertaining to annual County programs conducted by the County’s Special Events Division and Special Services provided through the county.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that the College shall enter into a shared services agreement with the County of Camden for delivery of oversight and management services pertaining to annual County programs conducted by the County’s Special Events Division for the calendar year of 2019, effective January 1, 2019 and effective upon lawful authorization by both public bodies and upon execution of the Shared Services Agreement by both parties; and

**BE IT FURTHER RESOLVED** that the proper officials be and are hereby authorized to execute all documents necessary to affect a Shared Services Agreement with the County of Camden for oversight and management services for various annual County programs conducted by the Special Events Division.

**SUMMARY STATEMENT**

This resolution authorizes a shared services agreement between the College and the County as part of the Camden County Transformation Initiative for calendar year 2019 effective upon approval by this Board and the Freeholder Board who is funding these Special Events and Special Services of the College.

February 5, 2019

RESOLUTION NO. FY2019-107

**RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BY AND BETWEEN THE CAMDEN COUNTY IMPROVEMENT AUTHORITY AND CAMDEN COUNTY COLLEGE FOR PROJECT AND CONSTRUCTION MANAGEMENT SERVICES**

**WHEREAS**, N.J.S.A 40A:65-1, *et seq* (“Uniform Shared Services and Consolidation Act”) permits two local units to enter into a contract for any services which any party to the agreement is empowered to render within its jurisdiction, including services incidental to the primary purposes of any of the participating local units; and

**WHEREAS**, CCIA has experience and expertise and performs project and construction management services (“Services”) for projects involving the major projects including for the County of Camden and its affiliated agencies to maximize economies and efficiencies in the operations of County government; and

**WHEREAS**, the College requires on-site Facilities and Management services for the execution of construction projects, financing, budgeting, budgeting adjustments, cost control, schedule development and management, liaison with governmental, community and third-party entities, procurement and contractual matters, labor compliance management, and project reporting; and CCIA has agreed to provide to the College these Services to facilitate the delivery of on-site construction projects and overall facilities management at the highest level of quality, on schedule and within budget; and

**WHEREAS**, the Board approved Resolution FY2017-149 to have the College enter into a one year agreement with the CCIA starting March 1, 2017; and renewed with Resolution FY2018-120 to have the College enter into a second one year agreement with the CCIA starting March 1, 2018; and

**WHEREAS**, the CCIA has delivered a high quality of service that has 1) saved the College significant dollars associated with professional facilities and construction management, 2) successfully resolved major facilities related emergencies, 3) supported the update of the Facilities Master Plan, 4) and established a robust preventative facilities management process; and

**WHEREAS**, the College desires to renew for a successor one year term with the CCIA for the same services effective March 1, 2019 at the same fee schedule plus a 2% price adjustment over the prior year;

**WHEREAS**, it is the recommendation of the College’s Executive Director of Financial Administrative Services, Maris Kukainis, to renew this Shared Services Agreement; and

**WHEREAS**, the Camden County Improvement Authority (CCIA) and Camden County College (College) are desirous of entering into a Shared Services Agreement pursuant to the Uniform Shared Services and Consolidation Act for the purposes described herein; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that the College is hereby authorized to negotiate and enter into such a shared services agreement with the CCIA.

**BE IT FURTHER RESOLVED** that the proper officials be and are hereby authorized to negotiate a one year agreement effective March 1, 2019 conditioned on appropriate terms to execute all appropriate contracts and documents necessary to affect a Shared Services Agreement with CCIA to take such actions as may be necessary and appropriate in connection herewith and are authorized to execute all documents or instruments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution authorizes the College to negotiate and enter into a successor one year shared services agreement with the CCIA effective March 1, 2019 for construction and facilities management services with a 2% increase over the prior year. The College paid CCIA for services in the amount of \$262,320.00 in billings from January 2018 through December 2018. The billings for calendar 2017 (11 months) were \$214,380.00

RESOLUTION NO. FY2019-108

**RESOLUTION AUTHORIZING AN AGREEMENT WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS) WILDLIFE SERVICES (WS)**

**WHEREAS**, Camden County College is governed by the Board of Trustees and pursuant to N.J.S.A. 18A:64A-12 they have authority and control over all property owned by the College;

**WHEREAS**, pursuant to the aforementioned, the Board of Trustees is empowered to exercise powers reasonably necessary or incidental to the establishment, maintenance and operation of the College; and pursuant to N.J.S.A. 18A:64A-12(j) is specifically authorized to contract with any agency of the United States government when deemed necessary or advisable; and

**WHEREAS**, the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) would like to provide a Cooperative Service Agreement to assist in the Canada goose damage management project on the Blackwood campus; and

**WHEREAS**, in signing the Cooperative Service Agreement, Camden County College authorizes APHIS WS to conduct direct control activities to reduce human health and safety risks and property damage associated with Canada geese, as defined in APHIS WS Work Plan; and

**WHEREAS**, the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) and the College agree the term of this Agreement shall be for a period of seven (7) months, commencing on February 6, 2019 and ending September 30, 2019 in the contract amount of \$8,315.00.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Camden County College authorizes and approves that the College may enter into a Cooperative Service Agreement with the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) for the aforementioned services in connection with Canada goose damage management and is acceptable to the College Board of Trustees; and

**ALSO BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution authorizes the approval of the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) to assist in the Canada goose damage management project on the Blackwood campus for the period commencing February 6, 2019 through September 30, 2019 for a contract amount of \$8,315.00.

RESOLUTION NO. FY2019-109

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT FOR SENIOR SPECIAL RECREATIONAL AND LEISURE SERVICES FOR DEVELOPMENTALLY AND PHYSICALLY CHALLENGED RESIDENTS**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a)(15) is exempt from public bidding; and because the proposed contract for services is for less than the public bid amount; and

**WHEREAS**, on January 6, 2015 the Camden County College Board of Trustees adopted Resolution FY2015-99 authorizing a Shared Services Agreement with the County of Camden to offer special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older (the "SSA"); and

**WHEREAS**, in order to provide the services required by the SSA the College is authorized by the SSA to retain a contractor with expertise in developing and planning the special services required under the SSA, which is a continued service that commenced in July 2011; and

**WHEREAS**, Wynters Wellness, LLC has the expertise and experience in providing those special services required by the SSA and has agreed to provide those services for a total contract sum not to exceed \$35,000, which is within the budget established under the SSA and will result in no cost to the College; and

**WHEREAS**, it is the recommendation of Kay Byrd, Director of Events and Facilities Services, Maris Kukainis, Executive Director, Financial Administrative Services and Debora McKee, Manager of Purchasing, to retain and award these services of Wynters Wellness, LLC; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning has certified the availability of funding in account #143715-61102; and further acknowledges receipt of the Business Entity Disclosure Certificate, Political Contribution Disclosure Form and Determination of Value.

**NOW THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES that a non-fair and open contract be and hereby is awarded to **Wynters Wellness, LLC (#FY19BEDC-07)** to provide special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older for a sum **not to exceed \$35,000.00** with terms commencing on or about **January 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate where appropriate any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards 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 for an amount not to exceed \$35,000. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

February 5, 2019



RESOLUTION NO. FY2019-110

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE NEW JERSEY COUNCIL OF COUNTY COLLEGES JOINT PURCHASING CONSORTIUM CONTRACT FOR BOOKSTORE OPERATION & MANAGEMENT FOR BLACKWOOD/CHERRY HILL**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.* and Ocean County College publically solicited and awarded a contract for Bookstore Operation and Management (Proposal Q-07 15/16), as the Lead Agency on behalf of the New Jersey County College Joint Purchasing Consortium (NJCC JPC) pursuant to N.J.S.A. 18A:64A-25.10, which allows County Colleges to enter into joint purchasing agreements. This contract opened on March 4, 2016 and was awarded on March 28, 2016 by the Ocean County College Board of Trustees on behalf of the NJCC JPC; and

**WHEREAS** this award and its terms are authorized by N.J.S.A.18A:64A-25.5 (a) (21) and N.J.S.A. 18A:64A-25.28(k.); and the Board authorized same by resolution FY2018-05 a NJCC JPC contract for bookstore operation and management of Blackwood/Cherry Hill to Barnes & Noble Education, Inc. d/b/a Barnes & Noble College Booksellers, LLC (Barnes & Noble) for period of August 1, 2017 to June 30, 2022; and

**WHEREAS**, this amendment to the contract benefits the College through an increase in overall commission rates as a result of consortium pricing and the College is desirous in expanding digital offerings to students that improve access to educational materials at a lower cost and Barnes & Noble hereby agrees to expedite payment of a \$225,000 contract signing bonus; and

**WHEREAS**, a lower commission rate of 7.0% would be required for digital sales (vs. 10.5% for traditional textbook sales); and this digital rate is consistent in our existing Barnes & Noble contract for our Camden Campus and is in line with the current NJCC JPC pricing when adjusting for markup differentials; and

**NOW, THEREFORE, BE IT RESOLVED** that the BOARD OF TRUSTEES approves an amendment to the current NJCC JPC contract (with terms commencing August 1, 2017 through June 30, 2022) for bookstore operation and management of Blackwood/Cherry Hill locations (as approved by resolution FY2018-05) to institute a 7.0% commission rate for digital sales and to expedite the collection of a \$225,000 contract signing bonus pursuant to the terms and conditions for the NJCC JPC contracted award; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution authorizes an amendment to the current B&N contract approved by resolution FY2018-05 commencing August 1, 2017 to June 30, 2022, by NJCC JPC contract terms for bookstore operation and management of Blackwood/Cherry Hill locations to institute a 7.0% commission rate for digital sales and to expedite the payment to the College of a \$225,000 contract signing bonus pursuant to the terms and conditions for the NJCC JPC contracted award. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

February 5, 2019



RESOLUTION NO. FY2019-111

**RESOLUTION AUTHORIZING A PARTIAL WAIVER/ TEMPORARY  
MODIFICATION OF BOARD POLICY NUMBER 721**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to enact policies governing Camden County College; and

**WHEREAS**, in its role as a community college, this College supports the Camden County College Foundation in its efforts to increase resources for the benefit of the College; and

**WHEREAS**, the primary annual event and fundraiser held by the Camden County College Foundation is the Gala which is now intended to be an annual event and will take place at the Blackwood Campus on March 1; and

**WHEREAS**, a primary sponsor this year will be Visit South Jersey and they would like to have Sodexo for the Foundation serve a signature drink that contains rum at the Gala; and

**WHEREAS**, the Board of Trustees enacted Policy 721 to regulate and restrict the presence of alcohol and alcohol related beverages on College Property at Non-Student events and permits beer and wine, and would require a waiver of that portion of the policy for the Camden County College Foundation's Gala; and

**WHEREAS**, the Board of Trustees has determined that it is in the best interests of Camden County College to authorize a waiver of the restriction to permit Visit South Jersey's participation; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it does hereby authorize and empower such a waiver of that term of the Policy for that date and this single event and authorizes the Staff to permit the sponsorship program of Visit South Jersey provided all other restrictions remain in place.

**SUMMARY STATEMENT**

This Resolution authorizes a waiver of the Policy restricting to beer and wine, the type of alcoholic beverages which may be on campus for a Non-Student Event per Policy #721. Visit South Jersey is the beverage sponsor for the event and will provide rum to be used by Sodexo for the Foundation in a signature drink served to adult patrons ages 21+ over at the event.

February 5, 2019

**RESOLUTION AWARDING A CONTRACT FOR THE ANNUAL FINANCIAL AND COMPLIANCE AUDITS**

**WHEREAS**, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a joint purchasing pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded an agreement; and

**WHEREAS**, CCCPS has awarded a contract in response to an RFP for which a Response was publicly opened on December 19, 2018 and was awarded to Bowman and Company, LLP for professional auditing/accounting services; and

**WHEREAS**, Diane Fauser, Executive Director of Accounting Operations and Debora McKee, Manager of Purchasing, recommend to award a contract for these services to Bowman and Company, LLP for the annual financial and compliance audits; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available for the College's FY2019 annual financial and compliance audits in account #159011-61207.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to AWARD a contract for the annual financial and compliance audits to **Bowman and Company, LLP** through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned proposal in the anticipated amount of **\$73,000.00** with terms commencing on or about **January 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the Board deems this to have been awarded as a Fair & Open contract and that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards and authorizes the College to procure a contract for the annual financial and compliance audits through the Camden County Cooperative Pricing System under its – Identifier #57–CCCPS for the Audit Services RFP of Bowman and Company, LLP with terms commencing on or about January 1, 2019 through December 31, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AUTHORIZING A SETTLEMENT OF A CLAIM AGAINST THE COLLEGE AND STAFF**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 § (c) (g) (h) (j) (o) and § (p), the Board of Trustees of Camden County College is empowered to make determinations regarding claims and suits brought against Camden County College and its agents in the course of their duties; and

**WHEREAS**, a former student has asserted claims against the College and individual staff members in a legal action as well as in a tuition appeal which the College has denied and defended and has indemnified its staff member pursuant to BOT Policy 306; and

**WHEREAS**, the College has received its participant relevant insurance coverage by the Camden County Insurance Commission for such claim and has exhausted its Self-insured Retention (SIR) of \$25,000.00 in defense thereof by payments to insurer appointed counsel; and

**WHEREAS**, the excess carrier Chubb having assumed defense and having sought to settle the claim without admission and without further costs, and upon the advice of counsel given the costs involved in continuing the litigation, and Chubb therefore recommending and seeking to settle all claims with a former student by payment to the student from their insurance coverage funds; and

**WHEREAS**, the Appointed Insurance Counsel of Brown and Connery having recommended such a financial resolution , as well as upon the recommendation of the Executive Director of Finance and Planning, Helen Antonakakis and that of College General Counsel, Karl McConnell; and

**WHEREAS**, the President has recommended such a settlement as reasonable and appropriate under all circumstances; and

**WHEREAS** claimant executed a Release based on the stated terms which was received by the College on January 16, 2019 and is contingent upon consummation within 30 days;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts and approves the settlement as recommended by the Insurance Company, Counsel and College staff effective as today; and

**BE IT FURTHER RESOLVED** that the President is authorized to execute such documents or other instruments to effectuate this settlement, to authorize the payment as per the settlement terms, and to make appropriate payments and actions to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This Resolution settles all claims pending or which could have been brought regarding Superior Court Claim number CAM L- 3051-18 by a former student, ends all litigation and authorizes Chubb Insurance Co. to pay claimant as per the settlement terms.

**RESOLUTION AWARDING A MONTH-TO-MONTH CONTRACT OF SOLID WASTE DISPOSAL SERVICE FROM CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD**

**WHEREAS**, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1, *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded an agreement; and

**WHEREAS** CCCPS received and publicly opened, publically advertised Bid #A-61/2015 on December 11, 2015 for the procurement of solid waste disposal services as described in that bid for one year with two optional one-year renewals; and the College awarded a contract under that bid and now seeks to utilize that procurement to extend the award to that Vendor on a month-to-month basis; and

**WHEREAS**, it is the recommendation of Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to recommend a contract award for these services from Camden County Energy Recovery Associates, LP for the procurement of solid waste disposal services on a month-to-month basis. This is the designation of where our contracted hauler is required to take the waste and is billed as a cost under that contract; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding on an as-needed basis in accounts #164685-65505, #164695-65505, #164716-65505, #164702-65505, #164705-65505 and #164258-65505.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to procure solid waste disposal services through the Camden County Cooperative Pricing System – Identifier #57- CCCPS identified above pursuant to the month-to-month contract on an as-needed basis with terms commencing on **January 1, 2019** through **January 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards month to month contract to procure solid waste disposal services through the Camden County Cooperative Pricing System under its – Identifier #57–CCCPS under Bid #A-61/2015 to the respectively listed vendor as identified in the “Therefore” clause above during the period of January 1, 2019 through January 31, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AWARDING THE ONE-YEAR RENEWAL PURCHASE OF  
EXTERMINATING SERVICES FROM COUNTY SHARED SERVICES CONTRACTS**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County as the Lead Agency for the CCCPS, has procured and awarded agreements; and

**WHEREAS**, CCCPS received and publicly opened, publically advertised Bid #A-45/2017 on December 14, 2017 for the procurement of exterminating services as described in that bid; and the College utilized that procurement, and now seeks to exercise the second one-year renewal option contract with that Vendor: Tri-County Termite and Pest Control; and

**WHEREAS**, Debora McKee, Manager of Purchasing recommends a contract award for exterminating services to that Vendor for the one-year renewal contract; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning has certified funding for exterminating services in accounts #164680-61428, #164708-61428, #164714-61428, #164719-61428 and #164698-61428.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to AWARD the one-year renewal contract for exterminating services through the CCCPS – Identifier #57-CCCPS contract identified above to **Tri-County Termite and Pest Control** in the anticipated amount of **\$7,728.00** with terms commencing on **January 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards the one year renewal contract and authorizes the College to procure exterminating services through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-45/2017 as **Tri-County Termite and Pest Control** in the anticipated amount of **\$7,728.00** with terms commencing on **January 1, 2019** through **December 31, 2019**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AWARDING SECOND-YEAR RENEWAL CONTRACT FOR RENTAL OF LEASED TENTS AND EQUIPMENT THROUGH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded agreements; and

**WHEREAS**, CCCPS received and publicly opened, publically advertised Bid #A-46/2017 on December 5, 2017 for the procurement of leased tents and equipment as described in that bid; and the College seeks to utilize the optional second-year renewal contract to Total Rentals t/a Preferred Party Place; and

**WHEREAS**, Debora McKee, Manager of Purchasing recommends a renewal contract for these services of leased tents and equipment on an as-needed basis to Total Rentals, Inc. t/a Preferred Party Place; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available for leased tents and equipment in account numbers #164680-64206, #164689-64206, #164686-62419, #137141-63103 and various departmental accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to AWARD a contract to **Total Rentals, Inc. t/a Preferred Party Place** for the second-year renewal of leased tents and equipment through the CCCPS – Identifier #57-CCCPS identified above on an as-needed basis in the anticipated amount of **\$10,000.00** with contract terms commencing on **January 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards the second-year renewal contract and authorizes the College through the Camden County Cooperative Pricing System under its – Identifier #57 –CCCPS under Bid #A-46/2017 to award to **Total Rentals, Inc. t/a Preferred Party Place** for the second-year renewal of leased tents and equipment on an as-needed basis in the anticipated amount of **\$10,000.00** with contract terms commencing on **January 1, 2019** through **December 31, 2019**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.



RESOLUTION NO. FY2019-117

**RESOLUTION AWARDING CONTRACT FOR MAINTENANCE AND REPAIR SERVICE  
CONTRACT FOR ELEVATORS, ESCALATORS AND DUMBWAITERS FROM CAMDEN COUNTY  
COOPERATIVE PRICING SYSTEM AWARD**

**WHEREAS**, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into Joint Purchasing Agreements pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded agreements; and

**WHEREAS**, the Camden County Cooperative Pricing System, received and opened this publicly advertised Bid #A-54/2018 on December 5, 2018 for maintenance and repair service contract for elevators, escalators and dumbwaiters as well as additional repair work for one year with an optional one year renewal;

**WHEREAS**, Debora McKee, Manager of Purchasing recommend awarding a one year contract with an optional one year renewal for the maintenance and repair service contract for elevators, escalators and dumbwaiters as well as additional repair work on an as-needed basis to: **Ace Elevator, LLC**; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified in accounts #164687-61424, #164687-61425, #164688-61424, #164688-61425, #164697-61424, #164697-61425, #164698-61424, #164698-61425, #164707-61424 and #164707-61425.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES that it finds the award to be fair and open and hereby AWARDS the procurement of a maintenance and repair service contract for elevators, escalators and dumbwaiters as well as additional repair work through the CCCPS – Identifier #57-CCCPS contract to **Ace Elevator, LLC** as identified above and on an as-needed basis in the anticipated amount of up to **\$100,000.00** with contract terms commencing on or about **January 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards and authorizes the College to procure a maintenance and repair service contract for elevators, escalators and dumbwaiters as well as additional repair work through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-54/2018 to **Ace Elevator, LLC** for the anticipated amount awarded identified above during the period of January 1, 2019 through December 31, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

February 5, 2019

**RESOLUTION AWARDING A RENEWAL OF OFF-SITE RECORDS STORAGE SERVICES FROM COUNTY SHARED SERVICES CONTRACTS**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into joint purchasing pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS, has procured and awarded agreements; and

**WHEREAS**, CCCPS received and opened publically advertised Bid #A-50/2017 on December 28, 2017 for the procurement of off-site records storage services as described in that bid for one year with two optional one-year renewals; and the College seeks to utilize that procurement to award a one year renewal contract to that vendor pursuant to the bid specifications; and

**WHEREAS**, it is the recommendation of Kay Byrd, Director of Events and Facilities Services, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to utilize the one year renewal option to procure off-site records storage services from GRM Information Management Systems; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding for off-site records storage services in various departmental account numbers on an as-needed basis.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to procure off-site records storage services on an as-needed basis through the CCCPS – Identifier #57-CCCPS contract identified above pursuant to the aforementioned one year renewal contract with **GRM Information Management Systems** on an as needed basis in the anticipated amount of **\$0.16 storage price per cubic foot** per month for the contract terms commencing on **February 1, 2019** through **January 31, 2020** and

**BE IT FURTHER RESOLVED** that the proper officers of the College are hereby authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards the one year renewal contract and authorizes the College to procure off-site records storage services through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-50/2017 to the GRM Information Management Systems for the storage price of \$0.16 per cubic foot awarded as above with terms commencing on February 1, 2019 through January 31, 2020. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.



**RESOLUTION AWARDING A CONTRACT FOR SOLID WASTE DISPOSAL SERVICE  
FROM CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD**

**WHEREAS**, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

**WHEREAS**, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and therefore is permitted to award and enter into contracts where the County of Camden, as the Lead Agency for the CCCPS has procured and awarded agreements; and

**WHEREAS** CCCPS received and publicly opened, publically advertised Bid #A-48/2018 on December 14, 2018 for the procurement of solid waste disposal services as described in that bid for one year with four optional one-year renewals; and the College awarded a contract under that bid and now seeks to utilize that procurement to extend the award to that Vendor: Camden County Energy Recovery Associates, LP; and

**WHEREAS**, it is the recommendation of Debora McKee, Manager of Purchasing, to recommend a contract award for these services from Camden County Energy Recovery Associates, LP for the procurement of solid waste disposal services. This is the designation of where our contracted hauler is required to take the waste and is billed as a cost under that contract; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding on an as-needed basis in accounts #164685-65505, #164695-65505, #164716-65505, #164702-65505, #164705-65505 and #164258-65505.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES to AWARD a contract for solid waste disposal services to **Camden County Energy Recovery Associates, LP** through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above for a one-year contract with four one-year optional renewals on an as-needed basis in the anticipated amount of **\$78.00 per ton** with terms commencing on **February 1, 2019** through **December 31, 2019**; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution awards and authorizes the College to procure solid waste disposal services through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-48/2018 to **Camden County Energy Recovery Associates, LP** for a one-year contract with four one-year optional renewals on an as-needed basis in the anticipated amount of **\$78.00 per ton** with terms commencing on **February 1, 2019** through **December 31, 2019**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AUTHORIZING PERSONNEL ACTIONS**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the President of Camden County College is empowered to nominate to the Camden County College Board of Trustees personnel for employment by Camden County College; and

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the Camden County College Board of Trustees is authorized to appoint such personnel upon the recommendation of the President of the College, with such terms of employment as the Board of Trustees shall determine; and

**WHEREAS**, the Board of Trustees has determined that it is in the best interests of Camden County College to take the personnel actions so recommended;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts and approves the personnel actions per the attached schedule as submitted by the President, and

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized to sign and execute such contracts or take such other actions as may be necessary and appropriate in connection herewith, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith.

**PERSONNEL RECOMMENDATIONS**

**New Hires**

April Anderson Teaching Administrator/Director – Surgical Technology  
Academic Affairs  
Effective March 4, 2019

Courtney Hulsart Student Success Coach, Part-time – Grant Funded  
Enrollment and Student Services  
Effective February 11, 2019

Kelsey Mahon Admissions Navigator, Part-time – Grant Funded  
Enrollment and Student Services  
Effective February 11, 2019

**Reassignments/Transfers**

Natalie Jimenez From Temporary Part-time Student Recruiter  
To Admissions Navigator, Part-time – Grant Funded  
Enrollment and Student Services  
Effective February 11, 2019

Brittany Johnson From Temporary Part-time Site Coordinator – 21<sup>st</sup> Century  
To Adult Basic Skills Data Processing Associate, Acting-Contract Funded  
School, Community & Workforce Training Programs  
Effective February 11, 2019

Michele Margolis From Project Coordinator, Acting  
To Project Coordinator  
School, Community & Workforce Training Programs  
Effective February 11, 2019

Venessa Medina From Temporary Part-time Retention Specialist  
To EOF Navigator, Part-time – Grant Funded  
Enrollment and Student Services  
Effective February 11, 2019

Frances Mota From Temporary Part-time International Student Advisor  
To International Student Advisor, Part-time  
Enrollment and Student Services  
Effective February 11, 2019

Cara Pitone-Lawton From Temporary Part-time Student Success Coach  
To Student Success Coach, Part-time – Grant Funded  
Enrollment and Student Services  
Effective February 11, 2019

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Gloria Rivera  
From Temporary Part-time Adult Basic Skills Program Assistant  
To Adult Basic Skills Program Assistant, Acting – Grant Funded  
School, Community & Workforce Training Programs  
Effective February 11, 2019

**Salary Changes**

Kathleen Kane  
Executive Director  
Human Resources  
Effective February 11, 2019

Crystal Killebrew  
Assistant Director  
Human Resources  
Effective February 11, 2019

**Separations**

William Oleson  
Enrollment Services Associate  
Enrollment and Student Services  
Effective December 31, 2019

Michelle Powell  
Job Developer/Program Specialist  
School, Community & Workforce Training Programs  
Effective January 18, 2019

Philip Rychert  
Art Technician  
Academic Affairs  
Effective June 30, 2019

**Leaves**

Lisa Bright  
Administrative Assistant  
Academic Affairs  
Effective February 5, 2019 – March 12, 2019

James Canonica  
Executive Dean  
Enrollment and Student Services  
Effective January 22, 2019 – February 11, 2019

Lewis Levinson  
Technician  
Office of Information Technology  
Effective January 23, 2019 – April 10, 2019

Stacey Matteo-Maier  
Web Specialist  
Institutional Effectiveness, Advancement & Strategic Initiatives  
Effective April 23, 2019 – September 9, 2019

Lillian Smith  
Community Service Officer  
Public Safety  
Effective February 1, 2019 – March 30, 2019



Christopher Morris

Campus Safety Officer  
Public Safety  
Effective December 31, 2018

**Leaves**

Carlito Cadiz

Campus Safety Officer  
Public Safety  
Effective January 12, 2019 – January 28, 2019

Taylor O'Brien

Campus Safety Officer  
Public Safety  
Effective January 7, 2019 – April 1, 2019

**Credentials Summary**

April Anderson	A.A., University of Phoenix  Ms. Anderson worked for Presentation College as a Surgical Technology Program Director. She also worked for American National University as the Director of Surgical Technology Programs.
Courtney Hulsart	M.S., East Stroudsburg University B.A., Rowan University  Ms. Hulsart worked for Temple University as an Academic Mentor. She also worked for Rowan University as an Adjunct Professor in the Communication Skills Department.
Kelsey Mahon	B.S., Rider University  Ms. Mahon worked for Rider University as an Office Assistant. She also worked for Ewing Public School District as a classroom Teacher.