

John T. Hanson, Chair, called the **June 1, 2018** regular meeting of the Board of Trustees of Camden County College to order at **8:32 AM** in Roosevelt Hall, Room 102, 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 9, 2017. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Annette Castiglione (until 12:25 PM), Susan R. Croll, Jenea S. Davis (alumna trustee), Karen S. Halpern, John T. Hanson, Anthony J. Maressa, Dr. Lovell Pugh-Bassett, William Spearman, Jessica R. Stewart, Helen Albright Troxell, Judith Ward, and Brett Wiltsey (until 12:25 PM).

Board Members Absent: None.

Also Present: Donald A. Borden, President; Karl McConnell, General Counsel; and Leeann Rinaldi, Administrative Assistant to the President.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Dr. James Canonica, Executive Dean of Enrollment & Student Services; Dr. David Edwards, Vice President for Academic Affairs; Dr. Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Kathleen Kane, Executive Director of Human Resources; Maris Kukainis, Executive Director of Financial Administrative Services; Jack Post, Chief Information Officer; and Margo Venable, Acting Executive Dean of School, Community, and Workforce Training Programs.

Also Present (through 9:05 AM): Julie Amadio, Coordinator, Enrollment Systems; Todd Bender, IT Technician; Kay Byrd, Director of Events; Dr. Rita Connolly, Assistant Professor II, Biology; Linda Drexel, former Assistant Dean of Enrollment Services; Walter George, Director of User Services; Deborah Hannan, Administrative Assistant to the President; Kelly Jackson, Professor, Academic Skills Math; Bunny Kohl, Director, Student System Records; Lewis Levinson, IT Technician; Daniel McMasters, Director, Testing; Vanessa O'Brien-McMasters, former Acting Dean of Academic Operations; Joseph Porreca, "B" Secretary, Student System Records; and Celines Rodriguez, "A" Secretary, Student System Records.

Minutes of Meetings

Motion made by Ms. Ward and seconded by Mr. Maressa to accept the minutes of the May 1, 2018 public hearing and regular meeting as presented. **Motion** carried unanimously.

Public Comment

Dr. O'Brien McMasters and Ms. Drexel addressed the Board with respect to their employment at the College and their subsequent layoff.

President's Report

Mr. Borden presented his monthly President's Report as follows (see attachment **4808A**):

- The **Phi Theta Kappa Honor Society** induction ceremony was held on April 17 in Civic Hall. Over 70 **PTK students** and their families filled the hall to capacity as the students received their honor cords and certificates.
- Nine students were inducted into our chapter of **Mu Alpha Theta**, the mathematics honor society for High Schools and Two Year Colleges, on May 1. Admittance requirements include a 3.5 GPA in math courses at or above MTH-123, along with a minimum of two completed courses.
- Seven students from CCC were inducted into the **New Jersey Collegiate Business Administration Association Honor Society** at the State House in Trenton on April 27. New Jersey is the only state to have a state-wide, Business Honor Society recognizing the top 1% of undergraduate students at two and four year colleges and universities throughout the state.
- **The Criminal Justice Society** at the Camden Campus was recently awarded the 1st Place Tournament Championship at the **Annual Middle States Regional Two-Year College Criminal Justice Debate** held at Cumberland County College. We sent three, two-member student teams who also took home second and third place team awards. The topic debated this year was "Should we have armed personnel in our schools?"
- The **College's LPN program** has been ranked as one of the best in New Jersey according to Practical Nursing.org - a nursing advocacy organization. Our program was ranked # 9 in New Jersey and is based on analyzing past and present, first-time NCLEX-PN "pass rates." **Our pass rate is currently 100%**. These rates represent how well the program supports students towards licensure and beyond.
- The College held its **50th commencement ceremony** on May 10. The student body voted and the 2018-2019 Alumni Trustee is Khyia L. Ward. A total of 581 students walked in the ceremony, 184 from the Division of Arts, Humanities, and Social Sciences, 125 from the Division of Business, Computers, and Technical Studies, and 272 from the Division of Math, Science, and Health Careers.

- The chapter “Downton Abbey, the Jazz Age and Adaptation to Change” by **Ellen Hernandez** (Academic Skills English) appears in the newly-released collection: *Exploring Downton Abbey: Critical Essays*, edited by Scott Stoddart (McFarland Publishers, 2018).
- **Rosalia Denardo** (Distance Education) presented at the **Rowan Online Learning Symposium** on May 16. Her presentation was entitled, *Engaging Students Using Diverse Forum Formats*. Rose explained the use of three types of forums - weekly, engagement, and guided practice - to engage students in online courses.
- **Phil Rychert** (Art Technician) displayed his sculpture, *Copper Dome* and participated in a Q & A about his art at the **St. John Paul II Celebration of the Arts** at St. Joseph’s Roman Catholic Church in Camden on April 14.
- **Gregory Brellochs** (Visual Arts) had two works selected to the juried show, **Navigating Elements**, the 2018 Arts Annual Exhibition at Rowan University.
- The **Biology Department** and the College community celebrated its **18th Earth Day** on April 19. An Environmental Fair focused on art work and informational displays on such topics as the Master Gardener Program, plant selections, and birding events. Four speakers engaged the audience with topics on the Swamp Pink Initiative, South Jersey Conservation activities, various Fish and Wildlife Department activities, and Safe Water for New Jersey. Volunteer opportunities with these groups enable students to develop skills, enhance their resumes, and explore continued educational funding.
- **The South Jersey STEM & Innovation Partnership** hosted a “Hackathon” competition entitled, “hackSJSIP 2018,” on April 21. District high school students participated in the daylong event which involved critical thinking, problem solving, developing proto-types, team building and product presentation. Participating schools included: Camden County Technical School, Creative Arts High School, Lindenwold High School, 21st Century Scholars-Overbrook High School, Winslow Township High School and Woodrow Wilson High School.
- **The Division of School, Community & Workforce Development** hosted the Annual Partnership Advisory Dinner on April 26. Approximately 130 people attended from various program advisory committees, dual credit/high school plus teachers, superintendents, principals, Workforce Development, guidance counselors, faculty and staff. The dinner is an opportunity for our programs to meet with Advisory Committee members as per Perkin’s Grant requirements.
- As part of the Division of School, Community and Workforce Training, the **School Services Center** presented “Live from Surgery” to 31 students from Delsea Regional School on April 24.

Students watched kidney transplant surgery on the TV in Taft and communicated virtually, via our microphone system, with the doctors as the surgery was taking place. This was a great way to highlight our College to our potential future students! Future events include Robotic Surgery and Neurosurgery.

- The **Camden County Women's Health Conference** was held on our campus on **May 11**. It was well attended despite the weather, and it exposed our campus to several thousand potential students and their families.
- **William Banks** (Director of Athletics) won the 2017 Ron Case Award (NJCAA Region XIX) Athletic Director of the Year.
- **Louise Senopoulos** (Head Coach Women's Tennis) won 2017 GSAC and NJCAA Region XIX Coach of the Year.
- **Chip Reitano** (Head Coach Women's Basketball) won 2017-18 ECBWA Coach of the Year.
- **Gary Papa** (Head Coach Wrestling) won 2017-18 GSAC and NJCAA Region XIX Coach of the Year.
- The College certified **158 student athletes** and sent four teams to nationals.
- **Camden County College Athletics** had a tremendous year athletically, but we cannot forget that the student-athletes are here for an education first and foremost. After reviewing grades we are pleased to announce that **10 of our student-athletes have received 1st, 2nd or 3rd place NJCAA Academic All American designation**. The Cougars produced one student 1st Team, four 2nd Team, and five 3rd Team NJCAA Academic All Americans.
- Our **Spring Open House** was held on April 7. The event gathered 276 attendees, we provided six bus tours of the campus and had a packed house for the three workshops: "How to Enroll," "How to Pay for College" and "How to Choose a Major." The feedback received from participants was very positive. Admissions will be sending a survey to all who attended to assess the impact of the event.
- The Title III grant staff, **Eve Highstreet, Nancy Fischang and Randi Eisen** presented at the **NJCCC Best Practices conference** at Middlesex on April 20. Their presentation was "Making High School Visits Fun," and they introduced the career party game to participants. This was well received, schools have been reaching out for materials to duplicate the initiative at their schools.

- **Student Services** and the **Addictions program** sponsored a free, Narcan training session in English and a session in Spanish at the Camden City campus. This event was open to the public as well as our students. Twenty people attended and each received a free Narcan kit.
- With funds from the **Title III grant**, the College purchased the **Colleague®** Student Planning module, a set of self-service academic planning tools that helps students and advisors see courses and requirements that are needed to graduate. Students create degree plans that help them understand pre-requisites and course sequencing and may help them register and drop through the tool as well. After 18 months of set-up and a successful pilot with 500 new and returning students, the tool was rolled out to the college community for training and the response has been positive.
- The Blackwood campus hosted a **Transfer Fair** on April 18. Forty-two colleges and universities participated and 150 students were in attendance. In addition, three instant decision days were scheduled on the Blackwood campus with LaSalle, Rutgers Camden and Thomas Edison.
- **The Camden County College Foundation** awarded approximately **200 scholarships totaling \$200,000** this month. The Foundation netted approximately \$75,000 from the gala held on April 13, with over 430 guests in attendance.
- The **National Stop the Violence Organization** will show the movie Concussion starring Will Smith as Dr. Bennet Omalu, followed by a teleconference with Dr. Omalu at the CTC Conference Center on **June 2 at 10:00 a.m.** This event is open to members of the College and surrounding community, especially sports management majors and health majors. Members of Philadelphia sports teams have also been invited to attend.
- The **21st Century Scholars Afterschool Program** will hold a recognition ceremony on **June 7 at 6:30 p.m.** in Civic Hall. Participating students, graduating seniors, program staff, and the advisory committee will attend.
- On **June 10** the **CCC Fire Academy** will graduate 51 students at 1:00 p.m. in Civic Hall. Several fire departments will have their trucks and apparatus on display in the Madison parking lot during this time.
- On **June 13** the **Transition to College** program will graduate 28 students in Civic Hall on the Blackwood campus. Transition to College helps young people obtain their high school diplomas. Students from Camden County Technical Schools, Deptford High School, Eastern High School, Lindenwold High School, Overbrook Senior High School, and Winslow Township High School will be honored.

- The **Adult Basic Skills** Program Recognition Ceremony is **June 20** at 6:00 p.m. in the Camden Technology Center at the Camden campus. The ABS Graduation Ceremony is June 27 at 6:00 p.m. in Civic Hall on the Blackwood campus.
- One **June 21** at 3:00 p.m. in the Papiano Gymnasium, **Class 72** of the **CCC Police Academy** will graduate **48 recruits**, eleven of whom are alternate route graduates. They will work in **seventeen municipalities**: Delaware River Port Authority Police Department, Gloucester Township Police Department, Camden County Police Department, Cumberland County Sheriff's Office, Camden County Sheriff's Office, Burlington County Sheriff's Office, Bridgeton Police Department, Rutgers University Police Department, Deptford Township Police Department, Lindenwold Police Department, Ventnor City Police Department, Pemberton Township Police Department, Longport Police Department; NJ State Park Police, Woodlynne Police Department, Edgewater Park Police Department, and Maple Shade Police Department.
- The **Gateway to College Program** graduation is **June 21** at 1:00 p.m. in the Camden Technology Center.
- The **CCC Career Training Institute** will hold a recognition ceremony for 250 students at 6:30 p.m. in Civic Hall on **June 21**.

Academic & Student Affairs Committee

Ms. Croll presented a report from the Academic and Student Affairs Committee with one action item.

Resolution #196 – Ms. Croll stated that this resolution authorizes the one-semester sabbatical leave during the 2018-19 academic year for faculty member, Hoda Zaki, in spring 2019.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2018-196 (see attachment **4808B**). **Motion** carried unanimously.

Business Affairs, Audit & Campus Development Committee

Mr. Wiltsey presented a report from the Business Affairs, Audit and Campus Development Committee with twenty-three action items, the quarterly financial report, and a number of bid and contract recommendations.

Resolution #197 – Mr. Wiltsey stated that this resolution authorizes the Executive Committee of the Board to act during the period June 2, 2018 to September 4, 2018.

Mr. Hanson noted that the intent of this resolution is for the Executive Committee to consider items of business that are routine in nature and that any action taken will be brought to the full Board for

ratification at its September 2018 meeting. If any significant issues arise, a special meeting of the Board of Trustees will be convened.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-197 (see attachment **4808C**). **Motion** carried unanimously.

Resolution #198 – Mr. Wiltsey said that this resolution awards a contract to the firm of Brown and Connery for special, conflicts, and labor counsel services on an as-needed basis for a term of July 1, 2018 to June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2018-198 (see attachment **4808D**). **Motion** carried unanimously.

Resolution #'s 199 through 202 – Mr. Wiltsey presented Resolution #'s FY2018-199 through 202 which authorize shared services agreements as follows:

FY2018-199 – authorizes a shared services agreement with the County of Camden for the credit and non-credit training provider program for a term of July 1, 2018 through June 30, 2019;

FY2018-200 – authorizes a shared services agreement with the County of Burlington for the credit and non-credit training provider program for a term of July 1, 2018 through June 30, 2019;

FY2018-201 – authorizes a shared services agreement with Atlantic Cape May Workforce Development Board as an occupational/educational training vendor for a term of July 1, 2018 through June 30, 2019; and

FY2018-202 – authorizes a shared services agreement with the County of Gloucester as an occupational/educational training vendor for a term of July 1, 2018 through June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution numbers FY2018-199 through 202 (see attachment **4808E**). **Motion** carried unanimously.

Resolution #203 – Mr. Wiltsey said that this resolution authorizes the renewal of an agreement with New Jersey City University for the alternate route teacher certification program, New Pathways to Teaching in New Jersey, for a term of July 1, 2018 through June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-203 (see attachment **4808F**). **Motion** carried unanimously.

Resolution #'s 204 through 206 – Mr. Wiltsey presented Resolution #'s FY2018-204 through 206 which pertain to renewal agreements related to the Gateway to College program as follows:

FY2018-204 – authorizes an agreement with the Pennsauken Township Board of Education for the Gateway to College Program for a term of October 2018 to June 30, 2019;

FY2018-205 – authorizes an agreement with the Camden City School District for the Gateway to College Program for a term of September 2018 to June 30, 2019;

FY2018-206 – authorizes an agreement with the LEAP Academy University Charter School for the Gateway to College Program for a term of September 2018 to June 30, 2019.

Motion made by Mr. Hanson and seconded by Mr. Spearman approving Resolution numbers FY2018-204 through 206 (see attachment **4808G**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #207 – Mr. Wiltsey said that this resolution authorizes a shared services agreement with the Camden County Technical School for services associated with the consolidation of the Technical Institute within the College for a term of July 1, 2018 to June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2018-207 (see attachment **4808H**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #208 – Mr. Wiltsey stated that this resolution authorizes a shared services agreement with the Camden County Technical School for services associated with the Dual Credit, Senior Option, and 21st Century Community Learning Centers programs for the 2018-2019 academic year.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-208 (see attachment **4808I**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #209 – Mr. Wiltsey said that this resolution authorizes a facilities use and lease agreement with the Brookfield Academy for a term of July 1, 2018 to June 30, 2019.

Motion made by Mr. Hanson and seconded by Mr. Spearman approving Resolution FY2018-209 (see attachment **4808J**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #210 – Mr. Wiltsey stated that this resolution authorizes a new agreement with the Young Adolescents Learning Experience (YALE) School for the S9P program for a term of September 1, 2018 to June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2018-210 (see attachment **4808K**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Resolution #211 – Mr. Wiltsey said that this resolution awards a fair and open contract for short-term disability benefits for full-time and eligible part-time employees to UNUM for a term of July 1, 2018 to June 30, 2021 for approximately \$18,838 per year.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-211 (see attachment **4808L**). **Motion** carried unanimously.

Resolution #212 – Mr. Wiltsey stated that this resolution authorizes a two-year contract for applicant tracking and an employee OnBoarding contract to People Admin, Inc. in the anticipated amount of \$46,200 for a term of July 27, 2018 through July 26, 2020.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-212 (see attachment **4808M**). **Motion** carried unanimously.

Resolution #213 – Mr. Wiltsey said that this resolution authorizes a new agreement with the Rowan University/Rutgers-Camden Board of Governors for the purpose of establishing an Alzheimer's Journey Coordinator program at the Blackwood Campus from September 1, 2018 to June 30, 2020. Mr. Wiltsey further explained that the Board of Governors agreed to reimburse all costs of the program not to exceed \$200,000 for each cohort (\$400,000 in total).

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2018-213 (see attachment **4808N**). **Motion** carried unanimously.

Resolution #214 – Mr. Wiltsey stated that this resolution authorizes the negotiation of an agreement with Wilmington University for the purpose of offering a Bachelor of Science degree on the Blackwood Campus in return for financial reimbursement to offset the cost of administering the program.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2018-214 (see attachment **4808O**). **Motion** carried unanimously.

Resolution #215 – Mr. Wiltsey said that this resolution awards a contract to Elluican Company, L.P. through a publicly advertised fair and open RFP process for grant writing and research consulting services in the anticipated amount of \$50,616 for a term of July 1, 2018 to June 30, 2019 with an optional one-year renewal contract.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-215 (see attachment **4808P**). **Motion** carried unanimously.

Resolution #216 – Mr. Wiltsey stated that this resolution awards three separate contracts to U.S. Fire Insurance Co. for sports accident insurances in the amount of \$24,750; sports accident intramural in the amount of \$2,500; and catastrophic sports accident insurance in the amount of \$5,250 for a one-year period of August 1, 2018 to August 1, 2019.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-216 (see attachment **4808Q**). **Motion** carried unanimously.

Resolution #217 – Mr. Wiltsey said that this resolution authorizes a facilities use and lease agreement with Atlantic City Electric for a term of June 1, 2018 to June 30, 2018 at a rate of \$6,000.

Motion made by Mr. Hanson and seconded by Mr. Spearman approving Resolution FY2018-217 (see attachment **4808R**). **Motion** carried unanimously.

Resolution #218 – Mr. Wiltsey stated that this resolution authorizes a salary increase of 2% effective as of July 1, 2018 for non-affiliated employees that qualify with the conditions outlined in the resolution.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2018-218 (see attachment **4808S**). **Motion** carried unanimously.

Resolution #219 – Mr. Wiltsey said that this resolution authorizes Transition to College program agreements with various school districts (Aububon School District, Camden County Technical School District, Deptford Township School District, Lindenwold Public School District, Pine Hill School District, Sterling High School District, Winslow Township School District, Eastern Regional School District, and Collingswood School District) for a term of September 1, 2018 to June 30, 2021.

Motion made by Mr. Hanson and seconded by Mr. Spearman approving Resolution FY2018-219 (see attachment **4808T**). **Motion** carried unanimously with the exception of Dr. Pugh-Bassett who abstained.

Quarterly Financial Report

Mr. Wiltsey presented Resolution FY2018-220, authorizing the acceptance of the financial report for the third quarter of fiscal year 2018, ending March 31, 2018.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2018-220 (see attachment **4808U**). **Motion** carried unanimously.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of Resolution numbers FY2018-221 through 230.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution numbers FY2018-221 through 230 (see attachment **4808V**). **Motion** carried unanimously.

Mr. Wiltsey then presented the bid and contract recommendations contained in the packet which consisted of Resolution numbers FY2018-231 through 234 which required a two-thirds affirmative vote.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution numbers FY2018-231 through 234 (see attachment **4808W**).

The following roll-call vote was recorded:

AYES: Maressa, Castiglione, Croll, Troxell, Halpern, Wiltsey, Spearman, Ward, Stewart, Pugh-Bassett, Hanson.

NOES: None.

ABSTENTIONS: None.

Personnel

Mr. Borden presented **Resolution FY2018-235**- Personnel Actions, dated June 1, 2018.

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2018-235 (see attachment **4808X**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Executive Session - Motion made by Mr. Wiltsey and seconded by Ms. Ward to go into executive session for the purpose of discussing matters of personnel as related to the Board of Trustees and the President, as well as collective negotiations.

The executive session began at 9:05 AM.

Mr. Hanson reconvened the meeting at 11:02 AM.

Alumna Trustee - Mr. Borden presented a plaque to Jenea Davis in appreciation for her service to the Board as alumna trustee for the 2017-2018 academic year.

Student Diversity Council– Professor LeRoy Stanford (advisor & teaching administrator/Addictions Counseling) joined the meeting at 11:02 AM with students who wished to address the Board with respect to the Student Diversity Council, which is committed to the development of a campus environment that welcomes, celebrates, and promotes respect for all.

Students Sean Benton, Mavis Dorr, Shovonna Randolph, and Robert Thomas addressed the Board to provide a brief testimony of their positive experiences of serving on this council and the positive support they receive while doing so. Professor Stanford and Dr. Canonica also reported on initiatives that have been undertaken thus far, as well as initiatives they plan to implement in the future.

Employee Diversity & Inclusion Committee – Ms. Kane and Ms. Killebrew provided a presentation on the Employee Diversity and Inclusion Committee that is not only focused on the recruitment of a diverse faculty, but has expanded initiatives in an effort to foster a campus environment that cultivates diversity and inclusion for all faculty, staff, and students. Goals for the Committee were also discussed, as were efforts undertaken by the Committee thus far to implement initiatives.

Strategic Goal Highlights – Dr. Galbiati gave a presentation which contained a report-out of the 2017-2018 Strategic Plan Goals as follows: Goal 1 – Access and Affordability; Goal 2 – Student Success and Completion; Goal 3 – Labor and Community Engagement; and Goal 4 – Resources. Dr. Galbiati further provided a presentation on the 2018-2019 Strategic Plan Goals for the upcoming academic year including: 1) completion of the self-identified recommendations as related to Middle States re-accreditation; 2) improvement of enrollment, retention, and completion; and 3) development of an internal and external communication plan with milestones and accountability.

Guided Pathways – Dr. Edwards gave a presentation on the Guided Pathways Initiative, explaining its purpose and plan for implementation. Dr. Edwards further explained the “Four Dimensions of Guided Pathways to Success,” including: Step One: Meet students at the door; Step Two: Help students choose a desired pathway; Step Three: Help students stay on the path; and Step Four: Ensure student success.

A brief discussion ensued pertaining to the scheduling of classes and some students’ perception that they can register for classes elsewhere that work better for their schedules. Dr. Edwards advised that a new Academic Master Plan, which is currently in draft form, will be submitted to the Board in early fall and a high priority goal pertains to the master schedule of courses and how we can change this to accommodate the scheduling needs of our students. Dr. Canonica further advised that staff is also

relying on the use of various student surveys in an effort to solicit feedback to ensure we are supporting our students and are responsive to their needs. Mr. Hanson encouraged all to continue these efforts and gather the necessary data to support and implement any changes that are made as a result.

Student Planning – Dr. Canonica provided a presentation on the new Student Planning Module, an online resource purchased by the College that provides students and advisors enrollment and registration tools to plan and track progress toward degree completion. Dr. Canonica elaborated on the various components of the program that will help students navigate through these processes which will allow them to take control of their own educational plans in an effort to help them succeed.

At 12:25 PM, the Board unanimously agreed to adjourn for a short break.

Mr. Hanson reconvened the meeting at 12:49 PM.

Distance Education – Dr. Edwards gave a presentation on distance education at the College. Enrollment for online courses has been steadily increasing from semester-to-semester while face-to-face course enrollments have shown a decline. Dr. Edwards discussed initiatives to be implemented with respect to expanding our online course offerings as well as expansion of the programs that can be completed fully online. Dr. Edwards further discussed related goals and objectives to ensure sustained enrollment success.

A brief discussion ensued with respect to: ensuring course quality is comparable to content received in face-to-face courses; different skill sets needed by instructors in order to deliver online courses successfully; different learning styles and skill sets of our students to ensure they are successful in their online courses; challenges as related to empty physical space on the College's campuses if online course offerings are greatly expanded; and possible changes in tuition and fees as related to online courses.

Camden Campus – Ms. Venable gave a presentation on the Camden Campus which contained an overview of various career and transfer programs that can be completed there. Ms. Venable noted that all of the transfer programs that can be completed at the Camden Campus are transferable to Rutgers-Camden and will be heavily promoted to the students to show them a seamless pathway to completing their education and moving on to obtaining a four-year degree. Ms. Venable commented that there are a number of good things happening at the Camden Campus and that efforts focused on promoting these things will be key moving forward.

Campus Portal – Mr. Post gave a presentation on the planned implementation of a College-wide campus portal system. Mr. Post provided a brief background on the College's present technology infrastructure, noting that students and staff have to utilize multiple different programs and passwords to access various applications. A unified campus portal will integrate all systems and provide a single sign-

on for all applications. Further, each person's access to the portal will be customized in relation to their role at the College (student, faculty, staff). The portal will also allow the College to provide personalized information to students in particular programs of study that are tailored specifically to them. Mr. Post then briefly explained the various phases of implementation of the portal, noting that it will not be fully implemented for a few years.

Adjournment

Motion to adjourn the meeting made by Mr. Hanson and seconded by Ms. Croll. **Motion** carried unanimously. The meeting adjourned at 1:57 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

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President's Report

Student Success

- The **Phi Theta Kappa Honor Society** induction ceremony was held on April 17 in Civic Hall. Over 70 **PTK students** and their families filled the hall to capacity as the students received their honor cords and certificates.
- Nine students were inducted into our chapter of **Mu Alpha Theta**, the mathematics honor society for High Schools and Two Year Colleges, on May 1. Admittance requirements include a 3.5 GPA in math courses at or above MTH-123, along with a minimum of two completed courses.
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Community Events

- The **Biology Department** and the College community celebrated its **18th Earth Day** on April 19. An Environmental Fair focused on art work and informational displays on such topics as the Master Gardener Program, plant selections, and birding events. Four speakers engaged the audience with topics on the Swamp Pink Initiative, South Jersey Conservation activities, various Fish and Wildlife Department activities, and Safe Water for New Jersey. Volunteer opportunities with these groups enable students to develop skills, enhance their resumes, and explore continued educational funding.
- **The South Jersey STEM & Innovation Partnership** hosted a “Hackathon” competition entitled, “hackSJSIP 2018,” on April 21. District high school students participated in the daylong event which involved critical thinking, problem solving, developing proto-types, team building and product presentation. Participating schools included: Camden County Technical School, Creative Arts High School, Lindenwold High School, 21st Century Scholars-Overbrook High School, Winslow Township High School and Woodrow Wilson High School.
- **The Division of School, Community & Workforce Development** hosted the Annual Partnership Advisory Dinner on April 26. Approximately 130 people attended from various program advisory committees, dual credit/high school plus teachers, superintendents, principals, Workforce Development, guidance counselors, faculty and staff. The dinner is an opportunity for our programs to meet with Advisory Committee members as per Perkin's Grant requirements.
- As part of the Division of School, Community and Workforce Training, the **School Services Center** presented “Live from Surgery” to 31 students from Delsea Regional School on April 24. Students watched kidney transplant surgery on the TV in Taft and communicated virtually, via our microphone system, with the doctors as the surgery was taking place. This was a great way to highlight our College to our potential future students! Future events include Robotic Surgery and Neurosurgery.

- The **Camden County Women's Health Conference** was held on our campus on **May 11**. It was well attended despite the weather, and it exposed our campus to several thousand potential students and their families.

Athletics

- **William Banks** (Director of Athletics) won the 2017 Ron Case Award (NJCAA Region XIX) Athletic Director of the Year.
- **Louise Senopoulos** (Head Coach Women's Tennis) won 2017 GSAC and NJCAA Region XIX Coach of the Year.
- **Chip Reitano** (Head Coach Women's Basketball) won 2017-18 ECBWA Coach of the Year.
- **Gary Papa** (Head Coach Wrestling) won 2017-18 GSAC and NJCAA Region XIX Coach of the Year.
- The College certified **158 student athletes** and sent four teams to nationals.
- **Camden County College Athletics** had a tremendous year athletically, but we cannot forget that the student-athletes are here for an education first and foremost. After reviewing grades we are pleased to announce that **10 of our student-athletes have received 1st, 2nd or 3rd place NJCAA Academic All American designation**. The Cougars produced one student 1st Team, four 2nd Team, and five 3rd Team NJCAA Academic All Americans.

Outreach

- Our **Spring Open House** was held on April 7. The event gathered 276 attendees, we provided six bus tours of the campus and had a packed house for the three workshops: "How to Enroll," "How to Pay for College" and "How to Choose a Major." The feedback received from participants was very positive. Admissions will be sending a survey to all who attended to assess the impact of the event.
- The Title III grant staff, **Eve Highstreet, Nancy Fischang and Randi Eisen** presented at the **NJCCC Best Practices conference** at Middlesex on April 20. Their presentation was "Making High School Visits Fun," and they introduced the career party game to participants. This was well received, schools have been reaching out for materials to duplicate the initiative at their schools.
- **Student Services** and the **Addictions program** sponsored a free, Narcan training session in English and a session in Spanish at the Camden City campus. This event was open to the public as well as our students. Twenty people attended and each received a free Narcan kit.

Student Support

- With funds from the **Title III grant**, the College purchased the **Colleague®** Student Planning module, a set of self-service academic planning tools that helps students and advisors see courses and requirements that are needed to graduate. Students create degree plans that help them understand pre-requisites and course sequencing and may help them register and drop through the tool as well. After 18 months of set-up and a successful pilot with 500 new and returning students, the tool was rolled out to the college community for training and the response has been positive.
- The Blackwood campus hosted a **Transfer Fair** on April 18. Forty-two colleges and universities participated and 150 students were in attendance. In addition, three instant decision days were scheduled on the Blackwood campus with LaSalle, Rutgers Camden and Thomas Edison.
- **The Camden County College Foundation** awarded approximately **200 scholarships totaling \$200,000** this month. The Foundation netted approximately \$75,000 from the gala held on April 13, with over 430 guests in attendance.

Upcoming Events

- The **National Stop the Violence Organization** will show the movie Concussion starring Will Smith as Dr. Bennet Omalu, followed by a teleconference with Dr. Omalu at the CTC Conference Center on **June 2 at 10:00 a.m.** This event is open to members of the College and surrounding community, especially sports management majors and health majors. Members of Philadelphia sports teams have also been invited to attend.
- The **21st Century Scholars Afterschool Program** will hold a recognition ceremony on **June 7 at 6:30 p.m.** in Civic Hall. Participating students, graduating seniors, program staff, and the advisory committee will attend.
- On **June 10** the **CCC Fire Academy** will graduate 51 students at 1:00 p.m. in Civic Hall. Several fire departments will have their trucks and apparatus on display in the Madison parking lot during this time.
- On **June 13** the **Transition to College** program will graduate 28 students in Civic Hall on the Blackwood campus. Transition to College helps young people obtain their high school diplomas. Students from Camden County Technical Schools, Deptford High School, Eastern High School, Lindenwold High School, Overbrook Senior High School, and Winslow Township High School will be honored.

- The **Adult Basic Skills** Program Recognition Ceremony is **June 20** at 6:00 p.m. in the Camden Technology Center at the Camden campus. The ABS Graduation Ceremony is June 27 at 6:00 p.m. in Civic Hall on the Blackwood campus.
- One **June 21** at 3:00 p.m. in the Papiano Gymnasium, **Class 72** of the **CCC Police Academy** will graduate **48 recruits**, eleven of whom are alternate route graduates. They will work in **seventeen municipalities**: Delaware River Port Authority Police Department, Gloucester Township Police Department, Camden County Police Department, Cumberland County Sheriff's Office, Camden County Sheriff's Office, Burlington County Sheriff's Office, Bridgeton Police Department, Rutgers University Police Department, Deptford Township Police Department, Lindenwold Police Department, Ventnor City Police Department, Pemberton Township Police Department, Longport Police Department; NJ State Park Police, Woodlynne Police Department, Edgewater Park Police Department, and Maple Shade Police Department.
- The **Gateway to College Program** graduation is **June 21** at 1:00 p.m. in the Camden Technology Center.
- **The CCC Career Training Institute** will hold a recognition ceremony for 250 students at 6:30 p.m. in Civic Hall on **June 21**.

Don Borden
President

RESOLUTION NO. FY2018-196

RESOLUTION AUTHORIZING FACULTY SABBATICAL LEAVE

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 Sabbatical Leave according to the process described in Article XIV of the collective bargaining agreement; and

WHEREAS, the Sabbatical Leave is established to furnish opportunity for professional development through study, educational travel directly related to a faculty member's academic department, research and/or other pursuits as may contribute to professional growth; and

WHEREAS, a Professional Standards Committee reviews each applicant's Sabbatical Leave request and makes a recommendation to the Vice President for Academic Affairs, who reviews the requests, consults with the Deans and then makes recommendations to the President, who presents Sabbatical Leave requests to the Board of Trustees for approval; and

WHEREAS, the President has recommended that the following faculty member receive a one semester, sabbatical leave during the 2018 – 2019 academic year:

Hoda Zaki – a one-semester sabbatical in spring 2019

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

SUMMARY STATEMENT

This resolution authorizes the Sabbatical Leave request for Professor Hoda Zaki during the spring 2019 semester of the FY19 academic year.

RESOLUTION NO. FY2018-196-1

Faculty Sabbatical Recommendation

Hoda Zaki

Dr. Hold Zaki is requesting a one-semester, sabbatical leave during the spring 2019 semester. She wishes to spend time to further her own understanding of the English as a Second Language field. This sabbatical proposal would allow her to gather new pedagogical techniques while furthering her own scholarship with visits to the Center of English as a Second Language at the University of Arizona and the ESL department at Pima Community College, also in Arizona. A sabbatical leave would allow her the opportunity to improve her own teaching and demonstrated commitment to student success.

June 1, 2018

RESOLUTION NO. FY2018-197

**RESOLUTION AUTHORIZING EXECUTIVE COMMITTEE ACTION DURING
THE PERIOD JUNE 2, 2018 UNTIL SEPTEMBER 4, 2018**

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, the Board of Trustees does not meet from June 2, 2018 until September 4, 2018; and

WHEREAS, it is likely that various items of College business may arise that require the attention and action of the Board of Trustees during that time period; and

WHEREAS, the Board of Trustees has determined that it is in the best interests of Camden County College to empower and authorize the Executive Committee of the Board of Trustees to consider College business and take appropriate action during that period with any action taken being brought to the full Board at its meeting on September 4, 2018; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it does hereby authorize and empower the Executive Committee of the Board of Trustees to consider such College business and take the appropriate action it deems fit thereon during the period June 2, 2018 to September 4, 2018; and

THEREAFTER to bring before the Full Board of Trustees for Ratification any actions taken and requiring the approval or ratification of the full Board.

SUMMARY STATEMENT

This Resolution authorizes the Executive Committee of the Board to act during the timeframe noted above while the Board is between meetings should the need arise for formal Board action pending ratification of the full Board.

June 1, 2018

RESOLUTION NO. FY2018-198

**RESOLUTION AWARDING A CONTRACT FOR OUTSIDE COUNSEL PURSUANT TO A
LEAD AGENCY AWARD OF QUALIFICATION OF PROFESSIONALS UNDER A
COUNTY SHARED SERVICES AWARD**

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-10; and the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et seq.*, and N.J.S.A. 40A:65-1, *et seq.* (“Uniform Shared Services and Consolidation Act”) and N.J.S.A. 18A:64A-12(j), the Board of Trustees of Camden County College is empowered to enter into agreements with other governmental bodies deemed necessary or advisable by the Board of Trustees and to cooperate in the process of public services procurement; and

WHEREAS, under the County College Contracts Law, professional legal services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (1); and

WHEREAS, the County of Camden and Camden County College have entered into agreements and cooperated for joint purchasing and pursuant to the authorized Transformation Resolution, the College is permitted to award contracts where the County of Camden, as the Lead Agency has advertised, received and opened publicly advertised RFP’s and the County has awarded such new annual contracts for a pool of qualified professionals by County Resolution and are available for award by the College upon Resolution; and

WHEREAS, most recently the County of Camden in March 2018 issued a publicly advertised “Request For Proposals for Special, Conflicts and Labor Counsel Services for the County of Camden and its Agencies and Authorities” and included Camden County College as a named participant in its RFP process; and

WHEREAS, these Qualifications and contracts were awarded on April 19, 2018 by Resolution pursuant to a publicly advertised request for proposals and N.J.S.A. 40A:11-5(1) (a) (i) and in accordance with the County's Request For Proposal Policy; and

WHEREAS, Brown & Connery was also the law firm chosen by the College as Special counsel, conflicts counsel and Labor Counsel after the last RFP process done by the College as the respondent who provided the proposal most advantageous to Camden County College and this firm has since continually and is currently involved as counsel and as lead negotiator for ongoing collective negotiations agreements; and

WHEREAS, all the requirements of the public contracting laws and the Pay-To-Play laws and regulations have been complied with by the Lead Agency, The County; and

WHEREAS, Helen Antonakakis, the College’s Executive Director of Finance and Planning, and the Human Resources Director, Kathie Kane recommend this contract be awarded on an as-needed basis of this existing vendor as counsel; and

WHEREAS, the College’s Executive Director for Finance and Planning has certified funding for such a contract on an as needed basis can be obtained from various accounts and can be encumbered; and

June 1, 2018

RESOLUTION NO. FY2018-198

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that a contract for special, conflicts and labor counsel services is hereby awarded to firm of Brown & Connery, and in so far as it is permitted such is authorized by the Board for a term of contract from July 1, 2018 to June 30, 2019 pursuant to the County College Contracts Law NJSA 18A:64A-25.2(h), 18A:64A-25.3 (c); 18A:64A-25.5(a)(1), and the County's RFP on an as needed basis under the same terms; and the County utilized process is deemed by this Board to be a Fair and Open Process; and

ALSO BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate and execute such documents or other instruments, and to make appropriate payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This Resolution awards a successor contract on an as-needed basis to the Firm of Brown & Connery, as for Special, conflicts and Labor Counsel. This firm is currently acting as our counsel in matters and involved in negotiations with the faculty union and the affiliated administrators union. In addition, they are representing the College on behalf of the College's insurer, the Camden County Insurance Commission. The awarded rate of the contract presented to us is the same as last year per hour and is awarded on an as needed basis for the next year and until June 30, 2019 and coincides with the College's fiscal year.

To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2018-199

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN
CAMDEN COUNTY AND CAMDEN COUNTY COLLEGE FOR ELIGIBLE TRAINING
PROVIDER AGREEMENT (CREDIT & NON-CREDIT)**

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and

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 provides job training to the public under the Workforce Investment Act and the New Jersey Workforce Development Program; and

WHEREAS, the NJ DLWD requires that the County of Camden authorize local agreements for contracting entities to provide said services; and

WHEREAS, Camden County College is an authorized training services provider on the New Jersey Eligible Training Providers List maintained by the New Jersey Department of Labor and Workforce Development (“NJDLWD”); and

WHEREAS, it is appropriate and within the mission and expertise of Camden County College to enter into a Trainer Provider Agreement with the County of Camden for credit and non-credit job training for the term of July 1, 2018 through June 30, 2019 based upon the recommendation of the College administration; and

WHEREAS, under the proposed Trainer Provider Agreement, the County of Camden will pay the College tuition of up to \$4,000 per participant receiving training.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College enter into a Trainer Provider Agreement with the County of Camden for the term of July 1, 2018 through June 30, 2019; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to create and execute a Shared Services Agreement with the County of Camden and to negotiate any other 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 a shared services agreement between the College and Camden County for the Trainer Provider Program, credit and non-credit, for the period of July 1, 2018 through June 30, 2019.

RESOLUTION NO. FY2018-200

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN
BURLINGTON COUNTY AND CAMDEN COUNTY COLLEGE FOR ELIGIBLE
TRAINING PROVIDER AGREEMENT (CREDIT & NON-CREDIT)**

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and 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 Burlington provides job training to the public under the Workforce Investment Act and the New Jersey Workforce Development Program; and

WHEREAS, the NJ DLWD requires that the County of Burlington authorize local agreements for contracting entities to provide said services; and

WHEREAS, Camden County College is an authorized training services provider on the New Jersey Eligible Training Providers List maintained by the New Jersey Department of Labor and Workforce Development (“NJDLWD”); and

WHEREAS, it is appropriate and within the mission and expertise of Camden County College to enter into a Trainer Provider Agreement with the County of Burlington for credit and non-credit job training for the term of July 1, 2018 through June 30, 2019 based upon the recommendation of the College administration; and

WHEREAS, under the proposed Trainer Provider Agreement, the County of Burlington will pay the College tuition of up to \$4,000 (and \$1,000 costs reimbursements) per participant receiving training.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College enter into a Trainer Provider Agreement with the County of Burlington for the term of July 1, 2018 through June 30, 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 authorizes a shared services agreement between the College and Burlington County for the Trainer Provider Program, credit and non-credit, for the period of July 1, 2018 through June 30, 2019.

June 1, 2018

RESOLUTION NO. FY2018-201

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN
CAMDEN COUNTY COLLEGE AND THE ATLANTIC CAPE MAY - WORKFORCE
DEVELOPMENT BOARD FOR OCCUPATIONAL/EDUCATIONAL TRAINING
VENDOR PROGRAM**

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, there exists a need for the County of Atlantic (the “County”) to contract for the provision of educational and/or occupational training services in the classroom to individuals who cannot obtain employment without said training, which services shall be paid via the Workforce Innovation and Opportunity Act and Work First New Jersey “training” funds; and

WHEREAS, Camden County College (the “College”) is qualified as an Occupational/Educational Training Vendor, and is listed as an eligible vendor on the statewide vendor list, and has the facilities to provide this service to the WDB; and

WHEREAS, the County, through the WDB, has the funding for this program and anticipates compensating the College for students in an amount estimated at \$4,000 (plus up to \$1,000 for other expenses) per student receiving training; and

WHEREAS, the County and the College agree that their mutual public purposes and their best interests will be promoted by the execution and delivery of this Shared Services Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the proper officials be and are hereby authorized to execute all documents necessary to affect a Shared Services Agreement with the County of Atlantic as an Occupational/Educational Training Vendor; 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 a Shared Services Agreement between Atlantic Cape May Workforce Development Board and Camden County College as an Occupational/Educational Training Vendor for the period July 1, 2018 through June 30, 2019.

June 1, 2018

RESOLUTION NO. FY2018-202

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT
BY AND BETWEEN CAMDEN COUNTY COLLEGE AND THE COUNTY OF
GLOUCESTER WORKFORCE INVESTMENT BOARD FOR
OCCUPATIONAL/EDUCATIONAL TRAINING VENDOR PROGRAM**

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, there exists a need for the County of Gloucester (the “County”) to contract for the provision of educational and/or occupational training services in the classroom to individuals who cannot obtain employment without said training, which services shall be paid via the Workforce Investment Act and Work First New Jersey “training” funds; and

WHEREAS, Camden County College (the “College”) is qualified as an Occupational/Educational Training Vendor, and is listed as an eligible vendor on the statewide vendor list, and has the facilities to provide this service to the WIB; and

WHEREAS, the County, through the WIB, has the funding for this program and anticipates compensating the College for students in an amount estimated at \$4,000 per student receiving training; and

WHEREAS, the County and the College agree that their mutual public purposes and their best interests will be promoted by the execution and delivery of this Shared Services Agreement.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the proper officials be and are hereby authorized to execute all documents necessary to affect a Shared Services Agreement with the County of Gloucester as an Occupational/Educational Training Vendor.

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to create and execute a Shared Services Agreement with the County of Camden and to negotiate any other 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 a Shared Services Agreement between Gloucester County and Camden County College as an Occupational/Educational Training Vendor for the period July 1, 2018 through June 30, 2019.

June 1, 2018

RESOLUTION NO. FY2018-203

**RESOLUTION AUTHORIZING AGREEMENT WITH NEW JERSEY CITY
UNIVERSITY FOR ALTERNATE ROUTE TEACHER CERTIFICATION
NEW PATHWAYS TO TEACHING IN NEW JERSEY PROGRAM**

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to enter into agreements consistent with the mission of the College; and the College seeks to renew a Memorandum of Understanding with New Jersey City University for the New Pathways to Teaching in New Jersey Program, an alternate route teacher certification program; and

WHEREAS, the College has collaborated with New Jersey City University for many years wherein the University offers the New Pathways to Teaching in New Jersey, a post-baccalaureate alternate route teacher certification program in education at the College's Blackwood, and

WHEREAS, under the proposed agreement the College receives a percentage of the tuition collected by the University depending on whether the enrollee is one of their graduate students or not and the College provides classroom space, registration, counseling and related services and, in addition, the College also recruits and provides adjunct faculty for which it is reimbursed; and

WHEREAS, the Acting Executive Dean of School, Community, and Workforce Training Programs, recommends the renewal of this agreement for the period July 1, 2018 through June 30, 2019; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that a renewal of the Agreement with New Jersey City University for the alternate route teacher certification program, New Pathways to Teaching in New Jersey Program, is hereby authorized; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to 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 renewal of the long-standing program and the Agreement with New Jersey City University for the alternate route teacher certification program, New Pathways to Teaching in New Jersey, for the period July 1, 2018 through June 30, 2019.

RESOLUTION NO. FY2018-204

**RESOLUTION AUTHORIZING AGREEMENT WITH THE BOARD OF EDUCATION
OF THE TOWNSHIP OF PENNSAUKEN FOR THE GATEWAY TO COLLEGE
PARTNERSHIP PROGRAM**

WHEREAS, the Board of Trustees are charged and empowered to take actions consistent with the mission of the College by N.J.S.A. 18A-64A-12; and

WHEREAS, Camden County College has enlisted the Pennsauken Board of Education to continue to participate in this initiative and to support the implementation of the College's nationally recognized Gateway to College Initiative to provide opportunities to empower youth who have dropped out of high school or who are not on track to graduate from high school to earn their high school diploma along with college credits in a supportive environment from Camden County College; and

WHEREAS, in order to implement this program for fall 2018, Camden County College must secure an agreement with Pennsauken Public Schools providing that the Pennsauken Public Schools will refer eligible students to Camden County College and the terms under which Camden County College will provide services under the Gateway to College Initiative; and

WHEREAS, Camden County College seeks to launch its Gateway to College Program with current at-risk students ages 16 to 20 who reside in Pennsauken Township with the fifth class commencing October 2018; and with a proposed term of agreement from October 2018 to June 30, 2019; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves such an agreement as described herein with the Board of Education of the Township of Pennsauken for the purposes of carrying out the Gateway to College Program.

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to execute the agreement and any associated documents with any and all required government agencies or other appropriate organizations, or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes an agreement with the Pennsauken Township Board of Education for implementation of the Gateway to College Program for the term October 2018 to June 30, 2019. The parties will cooperate in identifying and recruiting 16-20 year old students that have left high school, or who are at risk of leaving high school without earning a diploma, to return or recommit to education and gain a high school diploma while earning college credit at the College. The District pays the College a **set fee** per student. The program is designed to help students create, define and achieve their educational and career goals. Courses will be conducted on the Camden City Campus of the College at the same cost distribution as last year.

June 1, 2018

RESOLUTION NO. FY2018-205

RESOLUTION AUTHORIZING AGREEMENT WITH THE CAMDEN CITY SCHOOL DISTRICT FOR THE GATEWAY TO COLLEGE PARTNERSHIP PROGRAM

WHEREAS, the Board of Trustees are charged and empowered to take actions consistent with the mission of the College by N.J.S.A. 18A-64A-12; and

WHEREAS, Camden County College has worked with the Camden City School District to support the implementation of the nationally recognized Gateway to College Initiative providing opportunities to empower youth who have dropped out of high school to earn their high school diploma along with college credits in a supportive environment at Camden County College; and

WHEREAS, in order to continue this program for the 2018-2019 academic year, Camden County College has secured an agreement with the Camden City School District to refer eligible students to Camden County College and to determine the services provided under the Gateway to College Initiative; and

WHEREAS, Camden County College plans to continue its Gateway to College Program, that began in 2011 with at-risk students ages 16 to 20 who reside in Camden City, from September 2018 to June 30, 2019.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves such an agreement as described herein with the Camden City School District for the purposes of carrying out the Gateway to College Program; and

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 agreement with the Camden City School District for implementation of the Gateway to College Program for the term September 2018 to June 30, 2019. The parties will cooperate in identifying and recruiting 16-20 year old students, who have left high school, the opportunity to gain a high school diploma while earning college credit at the College. Courses are conducted on the Camden City Campus of the College and are designed to help students create, define and achieve their educational and career goals. The Camden City School District pays the College **per student at the same rate as last year**.

RESOLUTION NO. FY2018-206

**RESOLUTION AUTHORIZING AGREEMENT WITH THE LEAP ACADEMY
UNIVERSITY CHARTER SCHOOL FOR THE GATEWAY TO COLLEGE
PARTNERSHIP PROGRAM**

WHEREAS, the Board of Trustees are charged and empowered to take actions consistent with the mission of the College by N.J.S.A. 18A-64A-12; and

WHEREAS, Camden County College has worked with the LEAP Academy University Charter School to support the implementation of the nationally recognized Gateway to College Initiative providing opportunities to empower youth who have dropped out of high school to earn their high school diploma along with college credits in a supportive environment at Camden County College; and

WHEREAS, in order to continue this program for the 2018-2019 academic year, Camden County College has secured an agreement with the LEAP Academy University Charter School to refer eligible students to Camden County College and to determine the services provided under the Gateway to College Initiative; and

WHEREAS, Camden County College plans to continue its Gateway to College Program, that began in 2011 with at-risk students ages 16 to 20 who reside in Camden City, from September 2018 to June 30, 2019.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves such an agreement as described herein with the LEAP Academy University Charter School for the purposes of carrying out the Gateway to College Program; and

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 negotiation of an agreement with the LEAP Academy University Charter School for implementation of the Gateway to College Program for the term September 2018 to June 30, 2019. The parties will cooperate in identifying and recruiting 16-20 year old students, who have left high school, the opportunity to gain a high school diploma while earning college credit at the College. Courses are conducted on the College's Camden City Campus and are designed to help students create, define and achieve their educational and career goals. The College's share per student was \$13,000.00 last year. The LEAP Academy University Charter School will pay the College at least the same rate as last year.

June 1, 2018

RESOLUTION NO. FY2018-207

RESOLUTION AUTHORIZING CONTINUATION OF THE SHARED SERVICES AGREEMENT BY AND BETWEEN THE CAMDEN COUNTY TECHNICAL SCHOOL AND CAMDEN COUNTY COLLEGE FOR OPERATING TECHNICAL INSTITUTE PROGRAM

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 NJSA 18A:64A-25.10 also authorizes the same; and

WHEREAS, by Resolution No. FY2011-124, the Board of Trustees previously approved consolidation of the adult education programs offered by the Technical Institute (“TI”) of the Camden County Technical School (“CCTS”) with the College’s Continuing Education programs, effective July 1, 2011 as part of the Camden County Transformation Initiative and that Resolution was amended and superseded in part by Resolution 2012-71 between CCC and CCTS in order to assure an uninterrupted and efficient consolidation; and

WHEREAS, the parties have negotiated additional terms in a successor agreement; and

WHEREAS, CCTS has agreed to do the following, among other things:

- provide to CCC facilities at the Sicklerville campus including classrooms, labs, shops, equipment, parking, administrative area, internet access, phones, copiers, security, custodial services, etc.;
- repair and maintain all of the facilities and equipment in working condition; except for equipment solely used by the College and hereafter owned by it; and
- allow access to the facilities by CCC instructors, staff and students; and
- provide supplies and instructional materials on a prorated cost sharing basis for CCC programs and staff; and
- transfer to the College by this amended agreement certain equipment not used by CCTS; and

WHEREAS, CCC has agreed to do the following, among other things:

- pay CCTS 7% of collected tuition from the TI programs hosted at CCTS;
- pay CCTS prorated cost for supplies and instructional materials for some common programs; and
- provide facility scheduling requests to CCTS for each year/semester; and

WHEREAS, that agreement has expired and must be renewed by the parties in order to continue the services, programs, and shared services as should be updated in accordance with the Uniform Shared Services Act; and

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College shall enter into a successor shared services agreement with the Camden County Technical School for the aforementioned services in connection with consolidation of the TI program; and

RESOLUTION NO. FY2018-207

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate documents and all 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 authorizes a shared services agreement with the Camden County Technical School for services associated with the consolidation of the Technical Institute within Camden County College under the same terms as have expired but for the term from July 1, 2018 through June 30, 2019. Under those terms the College obtains the tuition and CCTS receives 7% of the tuition.

RESOLUTION NO. FY2018-208

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN THE
CAMDEN COUNTY TECHNICAL SCHOOL AND CAMDEN COUNTY COLLEGE FOR
RENEWAL OF PROGRAMS**

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 NJSA 18A:64A-25.10 also authorizes the same; and

WHEREAS, the Camden County Technical School (“CCTS”) and Camden County College (“CCC”) intend to provide student interest, career, and college readiness courses to CCTS students; and

WHEREAS, the objective is to provide an opportunity for CCTS students to earn academic credits through CCC for the following programs for the 2018-2019 academic year:

- Dual Credit;
- Senior Option;
- 21st Century Community Learning Centers Programs; and

WHEREAS, CCC has accordingly agreed to do the following, among other things:

- plan, schedule and deliver courses, text books, instructional supplies, advisement and administrative services;
- on-going communication with CCTS staff;
- waive all fees associated with the courses;
- provide faculty to teach the courses at the CCTS or CCC facilities; and

WHEREAS, CCTS has accordingly agreed to do the following, among other things:

- provide to CCC appropriate facilities for on-site courses and appropriate parking for College staff and faculty at no cost;
- designate a CCTS liaison and contact person with CCC; and
- shall pay to CCC approximately \$457,500.00; along with third-party grant funding.

WHEREAS, CCTS has accordingly agreed to pay CCC for instruction, educational, support services and per person /per course textbooks; and

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 Camden County Technical School for the aforementioned services; 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 a shared services agreement with the Camden County Technical School for services associated with Dual Credit, Senior Option and 21st Century Community Learning Centers programs. CCTS will pay approximately \$457,500.00 and \$74,200 will be grant funded.

RESOLUTION NO. FY2018-209

**RESOLUTION AUTHORIZING BROOKFIELD ACADEMY FACILITIES USE AND
LICENSE AGREEMENT**

WHEREAS, Camden County College is governed by the Board of Trustees who are pursuant to N.J.S.A. 18A:64A-11 and 18A:64A-12 empowered to take such actions; and

WHEREAS, Camden County College has had a mutually beneficial relationship with Brookfield Academy, an alternative high school program, since 1999; and

WHEREAS, Brookfield Academy's Transition to College Program (the "Program") was recognized with the Innovation in Special Education Award, given by the New Jersey School Boards Association and the Association of Schools and Agencies for the Handicapped (ASAH); and

WHEREAS, the Brookfield Academy Program has been located on the College's Blackwood campus and is currently being operated in Washington Hall pursuant to a Facilities Use and License Agreement; and

WHEREAS, Brookfield enrolls and pays tuition for those of its students placed in college classes; and

WHEREAS, Brookfield Academy and the College desire to renew the Facilities Use and License Agreement as proposed by the College for another academic year, from July 1, 2018 through June 30, 2019, at the rate of Thirty-five Thousand Seven hundred Thirty-seven Dollars (\$35,737) per classroom room and Six Thousand Three Hundred Eighty-two Dollars (\$6,382) per office; and

WHEREAS, the administration has concluded that it has sufficient space for its core mission so as to allow this use and the Facilities Use and License Agreement with Brookfield Academy continues to be of good value to the College and an excellent academic value to Brookfield Academy;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes entry by the College into a Facilities Use and License Agreement renewal with Brookfield Academy for the period July 1, 2018 through June 30, 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 authorizes the Facilities Use and License Agreement renewal with Brookfield Academy for the period July 1, 2018 through June 30, 2019 for \$35,737 per classroom and \$6,382 per office.

June 1, 2018

RESOLUTION NO. FY2018-210

**RESOLUTION AUTHORIZING AGREEMENT WITH YOUNG ADOLESCENTS
LEARNING EXPERIENCE (Y.A.L.E.) SCHOOL TREC PROGRAM**

WHEREAS, Camden County College is governed by the Board of Trustees who pursuant to N.J.S.A. 18A:64A-11 and 18A:64A-12 is empowered to take such actions; and

WHEREAS, Camden County College has had a mutually beneficial collaborative relationship with Young Adolescents Learning Experience (Y.A.L.E.) School since the fall of 2009; and

WHEREAS, in the Fall 2009, Camden County College and Y.A.L.E. School developed a Transitional Education Center program, now known as the “Standard 9 Program” (“S9P”), to educate students ages 18-21 who meet the academic requirements for graduation from high school but need more to succeed in college or the workforce; and

WHEREAS, the “S9P” program was designed to provide the academic and soft skills needed to succeed in the workforce, continuation on an academic track or college classroom; and

WHEREAS, Y.A.L.E. provides the transition curriculum and job coaches who supervise and evaluate the students’ performance in the job rotation; and

WHEREAS, Camden County College provides a classroom, selected college-level classes and a work rotation where students gain marketable job skills; and

WHEREAS, the Y.A.L.E. “S9P” program leases space from the College and it is proposed that pursuant to a new Facilities and Use Agreement the College continue to lease to Y.A.L.E.; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes an Agreement with Young Adolescents Learning Experience (Y.A.L.E.) School for the S9P Program for the period September 1, 2018 to June 30, 2019 (10 months), under the terms of which Y.A.L.E. will pay rent to the College in the amount of Two Hundred Twenty Thousand Eight Hundred Four Dollars (\$220,804) for six classrooms and two offices; and

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

SUMMARY STATEMENT

This resolution authorizes a new Agreement with Young Adolescents Learning Experience (Y.A.L.E.) School for the S9P Program for the period September 1, 2018 to June 30, 2019 in the amount of rate of \$220,804 for six classrooms and two offices.

June 1, 2018

RESOLUTION NO. FY2018-211

RESOLUTION AUTHORIZING A CONTRACT WITH UNUM FOR SHORT TERM DISABILITY INSURANCE

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 purchases and contracts for Insurance is exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 a, (11); and

WHEREAS, the College's benefits and payroll deduction package for full time and eligible part-time personnel includes short term disability benefits in the amount of 66 2/3 pays up to a designated maximum commencing upon exhaustion of all sick leave benefits; and

WHEREAS, Camden County College duly solicited proposals through its benefits broker Connor Strong for a term of three (3) years, July 1, 2018 through June 30, 2021 using a process that was Open and Fair and consistent with open public bidding to the greatest extent possible although because involving registered and state authorized insurance companies was exempt from P2P due to the prohibition on any political contributions; and

WHEREAS, the College received bids from three firms, The Hartford (current provider), UNUM and Standard that met all the specifications; and

WHEREAS, bids were received and reviewed by Susan Bleiberg, Senior Account Consultant for Connor Strong and Executive Director of Human Resources, Kathleen M. Kane and UNUM was ultimately determined to provide the best value since it is the lowest responsible proposer who complied with the specifications pursuant to an analysis of the proposals received and offered an annual price of \$18,838 which is lower than the College's current annual premium of \$25,903 resulting in an annual savings of approximately \$7,065; and

WHEREAS, UNUM has been selling short term disability benefits for more than 50 years and have consistently received high ratings for financial strength and claims paying ability from independent ratings agencies such as A.M. Best, Standard & Poor's, Moody's and Fitch and is an insurance company authorized to do business in New Jersey and prohibited from political contributions; and

WHEREAS, the College's Executive Director of Budgeting & Planning has certified that funding for this action is available in account #109000-21767 and 109000-21768 and will be encumbered and also further certifies to timely receipt from UNUM of the executed Business Entity Disclosure Certificate and Determination of Value; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is hereby authorized to enter into a contract for short term disability benefits for employees with UNUM for a term commencing on July 1, 2018 through June 30, 2021 at an approximate cost of \$18,838 per year; and

June 1, 2018

RESOLUTION NO. FY2018-211

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such purchase orders, contracts, or other instruments as may be necessary and appropriate in connection therewith, and to sign and issue checks or other payment vouchers for payment therefore, when such materials and/or services have been delivered and accepted by Camden County College in accordance with the terms of bids received by Health Benefits Broker Conner Strong.

SUMMARY STATEMENT

This resolution awards a Fair and open contract for short term disability benefits for full time and eligible part-time employees to UNUM for a term commencing on July, 1, 2018 and ending June 30, 2021 for approximately \$18,838 per year.

Camden County College
 STD Marketing & Analysis - Effective July 2018
 Summary - Updated April 12, 2018

Insurance Carrier	Hartford Current 7/1/16 - 6/30/18	Hartford Initial Renewal 7/1/18 - 6/30/21	Hartford Negotiated Renewal 7/1/1 - 6/30/21	Hartford Final Offer Option# 1	Hartford Final Offer Option# 2	UNUM 7/1/18-6/30/21
Non-Affiliated Administrators - Class 1 Affiliated Administrators - Class 3 Non-Affiliated PT Administrators - Class 8	\$1,027	\$1,027	\$934	\$840	\$887	\$747
Faculty - Class 2	\$520	\$520	\$473	\$425	\$449	\$378
IUE Staff - Class 4 Support Staff - Class 5 Govt. Staff - Class 6 Govt. Supervisor - Class 7	\$612	\$612	\$556	\$501	\$528	\$445
STD Rate/\$10 Weekly Benefit	\$0.110	\$0.110	\$0.100	\$0.090	\$0.095	\$0.080
Total Weekly Benefit Volume	\$196,232	\$196,232	\$196,232	\$196,232	\$196,232	\$196,232
Total Monthly Premium	\$2,159	\$2,159	\$1,962	\$1,766	\$1,864	\$1,570
Total Annual Premium	\$25,903	\$25,903	\$23,548	\$21,193	\$22,370	\$18,838
Increase/Decrease over Current(\$)		\$0	-\$2,355	-\$4,710	-\$3,532	-\$7,064
Increase/Decrease over Current (%)		0.0%	-9.1%	-18.2%	-13.6%	-27.3%
Increase/Decrease over Renewal (\$)				-\$2,355	-\$1,177	-\$4,710
Increase/Decrease over Renewal (%)				-10.0%	-5.0%	-20.0%
Rate Guarantee	2 Years	3 Years	3 Years	2 Years	3 Years	3 Years

STD Marketing Cost Analysis Summary

Insurance Carrier	Hartford Current 7/1/16 - 6/30/18	Hartford Initial Renewal 7/1/18 - 6/30/21	Hartford Negotiated Renewal 7/1/1 - 6/30/21	Standard 7/1/18-6/30/20	UNUM 7/1/18-6/30/20
Non-Affiliated Administrators - Class 1 Affiliated Administrators - Class 3 Non-Affiliated PT Administrators - Class 8	\$1,027	\$1,027	\$934	\$1,074	\$747
Faculty - Class 2	\$520	\$520	\$473	\$543	\$378
IUE Staff - Class 4 Support Staff - Class 5 Govt. Staff - Class 6 Govt. Supervisor - Class 7	\$612	\$612	\$556	\$640	\$445
Total Monthly Premium	\$2,159	\$2,159	\$1,962	\$2,257	\$1,570
Total Annual Premium	\$25,903	\$25,903	\$23,548	\$27,080	\$18,838
Increase/Decrease over Current(\$)		\$0	-\$2,355	\$1,177	-\$7,064
Increase/Decrease over Current (%)		0.0%	-9.1%	4.5%	-27.3%
Increase/Decrease over Final Renewal (\$)				\$3,532	-\$4,710
Increase/Decrease over Final Renewal (%)				15.0%	-20.0%
Rate Guarantee	2 Years	3 Years	3 Years	2 Years	2 Years

RESOLUTION NO. FY2018-212

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
PEOPLEADMIN, INC.**

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

WHEREAS, under the County College Contracts Law, purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding; and

WHEREAS, the web-based online application tracking system is an important element of our College recruitment strategy. The applicant tracking system is used for internal postings, personnel requisition, approval and tracking. The College went live with its web based online applicant tracking system with PeopleAdmin, Inc. in July 2005. Continuation of PeopleAdmin, Inc. services avoids excessive implementation and training costs; and

WHEREAS, it is the recommendation of Kathleen Kane, Executive Director for Human Resources, Crystal Killebrew, Assistant Director for Human Resources, Maris Kukainis, Executive Director for Financial Administrative Services and Debora McKee, Manager of Purchasing, to award a non-fair and open contract to PeopleAdmin, Inc. (#FY18BEDC-20) in the anticipated amount of \$46,200.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #152670-61426.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **PeopleAdmin, Inc (#FY18BEDC-20)** to provide the College with Applicant Tracking and Employee OnBoarding in the anticipated amount of **\$46,200.00** with terms commencing on **July 27, 2018 through July 26, 2020**; 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 two year contract for Applicant Tracking and an Employee OnBoarding contract as identified in the “Therefore” clause above. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2018-213

**RESOLUTION AUTHORIZING AGREEMENT WITH THE ROWAN
UNIVERSITY/RUTGERS-CAMDEN BOARD OF GOVERNORS FOR AN
ALZHEIMER'S JOURNEY COORDINATORS CERTIFICATE PROGRAM**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(d), the Camden County College Board of Trustees is authorized to determine the educational curriculum and program of the College, consistent with the programmatic mission of the institution; and

WHEREAS, the New Jersey Legislature created the Rowan University/Rutgers-Camden Board of Governors (RU/RC Board), with the vision to leverage existing education, research and medical assets in the Camden area to create and sustain a pipeline of educational and employment opportunities for residents in the surrounding areas; and

WHEREAS, the RU/RC Board and Camden County College (CCC) jointly developed an Alzheimer's Journey Coordinators certificate program hosted at the College's Blackwood Campus; and

WHEREAS, CCC is a community college that provides high quality education, academic excellence and options for students to create career ladders including, *inter alia* in healthcare; and CCC has substantial experience educating and training entry-level health care staff to develop skills and aptitudes necessary to work in the rapidly changing health care marketplace; and

WHEREAS, the RU/RC Board desires to engage CCC to join with them in implementing this program to train Alzheimer's Journey Coordinators; and

WHEREAS, in consideration of CCC performing the Responsibilities set forth herein, the RU/RC Board agrees to reimburse all costs of the program not to exceed \$200,000 for each Cohort (\$400,000 in total), in accordance with the jointly developed Program Budget to begin on September 1, 2018 until June 30, 2020; and

WHEREAS, the President of the College and the Vice President for Academic Affairs recommends entering into this Agreement and approval of this resolution; and

NOW THEREFORE BE IT RESOLVED by the College Board of Trustees that it hereby authorizes and approves such an agreement with RU/RC Board of Governors for the purpose of establishing an Alzheimer's Journey Coordinators program; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and any associated documents or instruments as may be necessary and appropriate and/or to make appropriate arrangements and or receive or make payments to effectuate this resolution of the College Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes a new agreement with the Rowan University/Rutgers-Camden Board of Governors for the purpose of establishing an Alzheimer's Journey Coordinator program at the Blackwood Campus from September 1, 2018 to June 30, 2020 in return for financial reimbursement to offset the cost of administering the program.

June 1, 2018

RESOLUTION NO. FY2018-214

**RESOLUTION AUTHORIZING AGREEMENT WITH WILMINGTON
UNIVERSITY FOR A BACHELOR OF SCIENCE DEGREE**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(d), the Camden County College Board of Trustees is authorized to determine the educational curriculum and program of the College, consistent with the programmatic mission of the institution; and

WHEREAS, Wilmington University, as a separate educational entity, will offer a Bachelor of Science degree hosted at the College's Blackwood Campus; and

WHEREAS, the Bachelor of Science degree will be offered at Camden County College, Blackwood to matriculated students who have completed their AA or AS program or non-matriculated students who have completed ninety (90) or more credits; and

WHEREAS, the Bachelor of Science Degree will be offered at Camden County College, Blackwood on a case-by-case basis to students who have not matriculated but have earned at least forty-five (45) credits but less than ninety (90) credits; and

WHEREAS, The College will provide Wilmington University with classroom space and other services necessary for the proper functioning of the academic programs on the Blackwood Campus such as library, student ID's, parking, bookstore; and

WHEREAS, Wilmington University will reimburse the College 20% of the tuition credits received at dates agreed upon at the beginning of the fiscal year (July 1); and

WHEREAS, the President of the College and the Vice President for Academic Affairs recommends entering into an agreement; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves an agreement with Wilmington University for the purpose of offering a Bachelor of Science degree on the Blackwood Campus of Camden County College; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and any associated documents with any and all required government agencies or other appropriate organizations, or other instruments as may be necessary and appropriate in connection therewith; 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; and

SUMMARY STATEMENT

This resolution authorizes the negotiation of an agreement with Wilmington University with the purpose of offering a Bachelor of Science degree on the Blackwood Campus in return for financial reimbursement to offset the cost of administering the program.

RESOLUTION NO. FY2018-215**RESOLUTION AWARDING FAIR AND OPEN CONTRACT FOR GRANT WRITING AND RESEARCH CONSULTING SERVICES**

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 purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding; and the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (15); and

WHEREAS, Camden County College Board of Trustees Policy 418 requires the use of Requests for Proposal for purchases and contracts which are exempt from public bidding; and the College duly advertised a Request for Proposals (“RFP”) for **Grant Writing and Research Consulting Services** and three responses to the RFP were received from AME Consulting, Ellucian Company, L.P. and Hanover Research, which are attached below under “RFP Responses”; and

WHEREAS, in accordance with N.J.S.A. 19:44A-20.7, the Camden County College Board of Trustees has determined that the use of the Request for Proposal process as implemented in connection with **#FY18RFP-23** For Grant Writing and Research Consulting Services to have been a Fair and Open process for the award of the contract the subject of that RFP, in that the RFP was publicly advertised in newspapers or on the Internet website maintained by Camden County, is being awarded under a process that provided for public solicitation of proposals or qualifications, with criteria established in writing by Camden County College prior to the solicitation of proposals or qualifications, and is being publicly opened and announced when awarded; and

WHEREAS, it is recommendation of Jaqueline Galbiati, Vice President, Acting, for Institutional Effectiveness, Advancement and Strategic Initiatives, Rebecca Sheppard, Dean of Institutional Research and Planning, Karen Nicholson, Grants Coordinator, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, that pursuant to the attached analysis of the proposals received and performed by the College’s RFP Committee that they complied with all requirements and disclosures requisite to the award of a contract under this RFP to **Ellucian Company, L.P.**, whom has been determined to provide the proposal most advantageous to the College; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds for this action in account #156635-61102.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that **RFP #FY18RFP-23** to provide the College with **Grant Writing and Research Consulting Services** be and is hereby **AWARDED** after being determined to have been a Fair and Open process ; and

ALSO, BE IT FURTHER RESOLVED to AWARD TO **Ellucian Company, L.P.** in the anticipated monthly amount of **\$4,218.00** and total anticipated annual contract amount of **\$50,616.00** with terms commencing on **July 1, 2018** through **June 30, 2019** with an option for the College to thereafter exercise a one-year renewal contract pursuant to the terms and conditions for this RFP; 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 a contract to **Ellucian Company, L.P** through a publicly advertised Fair and Open RFP process in accordance with the applicable procurement laws for **Grant Writing and Research Consulting Services** in the anticipated annual amount of **\$50,616.00** as identified above during the period of **July 1, 2018** through **June 30, 2019** with an optional one-year renewal contract . To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RFP Responses
for
Grant Writing and Research Consulting Services
(RFP#FY18RFP-23)

Company	Cost
Ann Edmonds dba AME Consulting Linwood, NJ	\$156,000.00/Year \$13,000.00/Monthly Fee +Additional Fees
Ellucian Company L.P. Reston, VA	\$50,616.00/Year \$4,218.00/Monthly Fee
Hanover Research Arlington, VA	\$45,000.00/Year \$3,750.00/Monthly Fee +Additional Fees

Grant Writing And Research Consulting Services Departmental Analysis FY18RFP-23				
Criteria	Possible Points	AME Consulting	Ellucian	Hanover
Qualifications & prior experience for the work at other organizations	15	8	15	15
References (satisfaction of former clients)	5	1	5	4
Availability to begin & conduct services on schedule	10	5	10	10
Overall completeness and clarity of the submission and quality of nature of services proposed	15	5	15	14
Proposal's responsiveness in clearly stating the understanding of the work to be performed in accordance with College's objectives	15	10	15	14
Ability of firm to meet RFP requirements in all areas	10	2	5	5
Ability of firm to furnish College with creative concepts in format required in timely manner	5	2	5	5
Grant negotiation experience	5	5	5	5
Prior Grant Awards	5	3	4	4
The cost of the services	15	3	12	14
Total Points	100	44	91	90

RESOLUTION NO. FY2018-216

**RESOLUTION AWARDING CONTRACTS FOR: STUDENT SPORTS ACCIDENT;
CATASTROPHIC SPORTS INJURY; AND INTRAMURAL SPORTS INSURANCES**

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 under the County College Contracts Law, purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding; and

WHEREAS, the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 a.(11); and in any case the amount involved is below the amount required to be bid; and

WHEREAS, the College has determined it appropriate and in the best interest of the College and of its student athletes to obtain sports accident and catastrophe insurance coverage for the College's student athletes and intramural sport participants; and

WHEREAS, on behalf of the College, the College's designated insurance broker, Conner Strong & Buckelew, solicited competitive quotes for coverage from insurance managers and asked that they seek quotes through different carriers, and based on the College's current level of coverage and cost; and

WHEREAS, the process for evaluation and selection of the insurer complies with the process for extraordinary un-specifiable services in that procedures were consistent with the public quote process to the greatest extent possible; pursuant to N.J.S.A.18A:64A-25.19 , the award of each of these separate coverages whether alone or together are below the bid threshold and therefore may properly be awarded on the basis of the lowest responsible quote which is deemed most advantageous to the County college price and other factors considered; and

WHEREAS, for the Sports Accident coverage, each carrier is providing the same limit of \$25,000 and program structure; and the Catastrophic Sports Accident Coverage proposed by the incumbent maintains the same limit of \$5,000,000 /\$25,000 deductible and program structure; and

WHEREAS, Conner Strong & Buckelew concludes that Bob McCloskey Insurance offers the best services, administration, and coverage and the lowest responsible quote for Sports Accident/Intramural/Catastrophic Sports at an increase of \$250 over last year, and that the most competitive quote with all coverages placed through US Fire Insurance Company; and

WHEREAS, Edward Cooney, Vice President/ Account Executive of Conner Strong & Buckelew, recommends awarding the contract to US Fire Insurance Company for all the Sports Accident Insurances for a one year period from 8/1/18 thru 8/1/19; and

WHEREAS, as a registered and authorized NJ insurance company, US Fire Insurance Company is exempt from the requirements and prohibited from political contributions, and the College has a need to acquire these insurance services as an insurance contract; and

June 1, 2018

RESOLUTION NO. FY2018-216

WHEREAS, it is the desire of the Board of Trustees of Camden County College to award a contract for Student Sports Accident/Catastrophic Sports insurance to US Fire Insurance Company in accordance with the terms as stated; and

WHEREAS, the Executive Director of Finance has certified that funding for this action is available in account #157662-64414; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Camden County College that the College is hereby authorized to enter into a contract with US Fire Insurance Company for the Sports Accident Insurance for a one year period from 8/1/18 thru 8/1/18 in the amount of \$24,750; Sports Accident Intramural in the amount of \$2,500 for a one year period from 8/1/17 thru 8/1/18 and the Catastrophic Sports Accident Insurance in the amount of \$5,250 for a one year period from 8/1/18 thru 8/1/19; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such purchase orders, contracts, or other instruments as may be necessary and appropriate in connection therewith, and to sign and issue checks or other payment vouchers for payment therefore, when such materials and/or services have been delivered and accepted by Camden County College in accordance with the terms of quotes received by Insurance Broker, Conner Strong & Buckelew.

SUMMARY STATEMENT

This resolution awards three separate contracts to Us Fire Insurance Co, for the Sports Accident Insurances in the amount of \$24,750; Sports Accident Intramural in the amount of \$2,500 and the Catastrophic Sports Accident Insurance in the amount of \$5,250 for a one year period from 8/1/18 thru 8/1/19.

RESOLUTION NO. FY2018-216**Student Sports Accident and Intramural Insurances****EXHIBIT A**

Sports Accident – Inter-Collegiate Sports (ICS)	8/1/18-19	Bob McCloskey <i>Incumbent</i>			
Carrier		US Fire Insurance Co	Starr Indemnity	XL Catlin	AIG
Premium		\$24,750	\$27,500	\$35,284	Refused to Quote
Sub Total A		\$24,750	\$27,500	\$35,284	
EXHIBIT B					
Sports Accident – Intramural		<i>Incumbent</i>			
Carrier		US Fire Insurance Co	Starr Indemnity	XL Catlin	AIG
Premium		\$2,500	\$2,500	\$2,500	Refused to Quote
Sub Total B		\$27,250	\$30,000	\$37,784	
Catastrophic Sports Accident ICS and Intramural		<i>Incumbent</i>			
Carrier		US Fire Insurance Co	Starr Indemnity	XL Catlin	
Premium		\$5,000	Refused to Quote	Refused to Quote	Refused to Quote
Total Premium		\$32,250			

**Please note AIG declined to quote the Inter-Collegiate Intramural & Catastrophic policies; Starr Indemnity and XL Catlin declined to quote the Catastrophic Sports Accident ICS and Intramural policy.

RESOLUTION NO. FY2018-217

**RESOLUTION AUTHORIZING ATLANTIC CITY ELECTRIC FACILITIES USE
AND LEASE AGREEMENT**

WHEREAS, Camden County College is governed by the Board of Trustees who are pursuant to N.J.S.A. 18A:64A-11 and 18A:64A-12 empowered to take such actions; and

WHEREAS, the College entered into a contract with Atlantic City Electric (“ACE”) for the period 12/1/16 to 7/31/17 for the temporary usage of Parking Lots P21 and P22, off of Wilson Drive, to house equipment and material for improving the local area’s electrical infrastructure; and

WHEREAS, the College agreed to a prior extension to 12/31/17 with a rate of \$6,000.00 per month for a total of \$30,000.00; and

WHEREAS, the College entered into a second (2nd) contract with Atlantic City Electric (“ACE”) for the period 12/31/17 to 5/31/18, with a rate of \$6,000 per month for a total of \$30,000.00; and

WHEREAS, Atlantic City Electric (ACE) has requested and the College is granting a further extension for the period 6/1/18 to 6/30/18 at a rate of \$6,000.00 per month for a total of \$6,000.00; and

WHEREAS, the administration has concluded that the temporary usage of the parking lots does not disrupt the activities of students and staff and that this extension is in the best financial interests of the College.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes an extension of the Facilities Use and Lease Agreement for the period June 1, 2018 to June 30, 2018 at a rate of \$6,000.00 per month for a total of \$6,000.00; 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 authorizes an extension of the Facilities Use and Lease Agreement for the period June 1, 2018 through June 30, 2018 a rate of \$6,000.00 per month for a total of \$6,000.00.

RESOLUTION NO. FY2018-218

RESOLUTION AUTHORIZING NON-AFFILIATED SALARY INCREASES

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), 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) and § (g), 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, the College employs full time and permanent part-time individuals who are not part of any collective negotiations unit and are identified as the College's "Non-Affiliated" employees; and

WHEREAS, unlike the faculty and other College staff affiliated with collective negotiations units, the terms of employment for Non-Affiliated employees are not determined through any form of negotiations or collective activity, and as a result of which the President recommends Board actions as to those employees as he sees fit; and

WHEREAS, the President has recommended that Non-Affiliated personnel be awarded a salary increase of 2% effective July 1, 2018 and the Board of Trustees has determined that the increase recommended by the President is reasonable and appropriate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts and approves the salary increase of 2% as recommended by the President to be effective as of July 1, 2018, provided that consistent with such prior actions that salary increase will be awarded: 1) to those Non-Affiliated Staff members who have been employed at the College three months or more; 2) only to staff members who have not received notices of non-appointment, lay-off, termination or given notice of their resignation ; and 3) shall not apply to staff members who have been recommended for a lesser amount by their supervisors; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to take such actions, execute such documents or other instruments, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith; and to make appropriate payments to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes a salary increase of 2% effective as of July 1, 2018 for Non-Affiliated employees that qualify with the above referenced conditions.

June 1, 2018

RESOLUTION NO. FY2018-219

**RESOLUTION AUTHORIZING TRANSITION TO COLLEGE PROGRAM AGREEMENTS WITH
NINE LOCAL SCHOOL DISTRICTS**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11 who are pursuant to N.J.S.A. 18A:64A-12, empowered to take all necessary actions furthering the mission of Camden County College; and

WHEREAS, Camden County College has created a Transition to College Program designed to help 16-20 year old students from Camden County school districts and surrounding communities who have left high school, or who are at risk of leaving high school without earning a diploma to return to education and gain a high school diploma while earning college credit at Camden County College; and

WHEREAS, the program affords the students the opportunity to start “anew,” and to participate in small classes held in a more mature atmosphere on the Blackwood Campus, and to work with tutors and counselors receiving intensive support services to facilitate their success; and

WHEREAS, students will be required to complete the number of credits for graduation as defined by the school district as well as all other graduation requirements of the school district; and

WHEREAS, after the first semester, students will begin course work toward a chosen field of study and earn their high school diploma while accruing credits toward their certificate or degree; and

WHEREAS, the College will provide college credit and non-credit courses as identified by the school district that agrees to participate and each such school district agrees that those courses when successfully completed will satisfy requirements for graduation at no cost to the individual; and

WHEREAS, the College will invoice each participating school district \$9,000 annually for each student registered as of September 1, 2018 and invoice each school district \$4,500 for each new student registered in the spring term; and

WHEREAS, President Donald A. Borden, and Vice-President for Academic Affairs, Dr. David Edwards, and recommend that the Board agree to allow the College to re-enter into these agreements to perpetuate this program with these nine (9) school districts; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes a Transition to College Program Agreement for the period September 1, 2018 to June 30, 2021 with the following school districts:

- Audubon School District
- Camden County Technical School District
- Deptford Township School District
- Lindenwold Public School District
- Pine Hill School District
- Sterling High School District
- Winslow Township School District
- Eastern Regional School District
- Collingswood School District

SUMMARY STATEMENT

This Resolution authorizes the Transition to College Agreements for the period September 1, 2018 to June 30, 2021 with each of the listed school districts.

June 1, 2018

RESOLUTION NO. FY2018-220

**RESOLUTION ACCEPTING QUARTERLY FINANCIAL REPORT FOR THE
PERIOD ENDING MARCH 31, 2018**

WHEREAS, it is the policy of the Board of Trustees to have a financial report prepared at the close of each quarter and submitted to the Board; and

WHEREAS, the attached report is submitted for the Quarter ending March 31, 2018; and

WHEREAS, the report presents operating results for the period as well as year-to-date performance including: a comparison of revenue – budget-to-actual for Q3 FY2018; revenues – FY2018 compared to FY2017; expenditures – budget to actual for Q3 FY2018; expenditures – FY2018 compared to FY2017; projections year-end FY2018 and a summary; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees hereby accepts the financial report for the period ending March 31, 2018 as submitted

SUMMARY STATEMENT

This resolution authorizes the acceptance of the financial report for the third quarter of fiscal year 2018, ending March 31, 2018.

June 1, 2018

Camden County College
Board of Trustees Quarterly Financial Report
Q3 – FY2018 – March 31, 2018

This report contains results for the quarter ending March 31, 2018. It will be presented to the May 17th meeting of the Business Affairs and Campus Development Committee and the June 1st Board of Trustees meeting. It includes performance for the third quarter and year-to-date along with year-end projections.

Quarterly targets reflect twenty-five percent of year-end goals. The quarterly targets, combined with the annual performance expectations offer a basis of measurement that enhances the evaluation of the College's overall financial performance. In those cases where quarterly data does not provide sufficient insight into financial performance, a more detailed explanation has been provided.

Revenues – Budget vs. Actual Q-3 FY2018

Third quarter revenues were down by \$5,758,414. Tuition and fees comprise the majority of this revenue variance indicating a period of lower student registrations. During the second quarter the revenue variance was \$1,689,900 reflecting a period of stronger student registrations compared to the third quarter.

Revenues – FY2018 vs. FY2017

Year over year-to-date revenue for the third quarter is down by \$3,249,679. This is attributed to lower revenue in tuition and fees as a result of lower enrollments compared to last year.

Expenditures – Budget vs. Actual Q-2FY2018

Expenditures are \$92,106 under budget for the third quarter. The variance reflects an increase in benefits of approximately \$1,451,023 due primarily to the timing of charges for health benefits. All other expenditures decreased for this quarter.

Expenditures - FY2018 vs. FY2017

Overall expenses were up by \$551,398 for this period compared to the FY2017 3rd quarter. The benefits increased by approximately \$1 million for this period. This increase was partially offset by a decrease in salaries and utilities.

Projections Year-End FY2018

The report contains year-end projections based on actual financial activity for the first nine months of the fiscal year plus projected needs for the remainder of FY2018. While estimates, these projections are being prepared in order to better inform the Board of Trustees of anticipated changes in activity, both positive and negative, in order to identify issues that arise during the

fiscal year so that we can respond accordingly and develop action plans to minimize future consequences.

At this juncture the administration is projecting a decrease of approximately \$1 million in revenue for FY2018 as compared to the budgeted FY2018 revenues. The decrease is attributable to lower than anticipated enrollments. The FY2018 miscellaneous revenues include \$1.2 million transferred from FY2016.

Accordingly, the administration has identified reduction in operating expenses to offset the projected shortfall in operating revenues. Savings are anticipated in supplies and utilities.

Summary

The third quarter of FY2018 produced revenue shortfalls due to lower than anticipated enrollments. The administration has and will continue to take actions to reduce operational expenditures to help meet the anticipated target of breakeven for FY2018.

CAMDEN COUNTY COLLEGE
Board of Trustees Quarterly Financial Report

Qtr 3 - FY2018

Current Period							Year-to-Date					Year Over Year to Date				
						% of					% of					2018
	Original Budget	Revised Budget	Actual	Variance	Revised Budget		Original Budget	Revised Budget	Actual	Variance	Revised Budget	Year-End Projection	2017 Actual	2018 Variance	Var %	Projected vs. Revised Budget
Revenues																
State Aid	2,340,850	2,340,850	2,457,789	116,939	105.00%		9,363,398	9,363,398	7,373,367	(1,990,031)	78.75%	9,395,421	7,373,367	-	100.00%	(32,023)
County Aid	2,622,214	2,622,214	1,804,083	(818,131)	68.80%		10,488,856	10,488,856	7,006,556	(3,482,300)	66.80%	10,488,856	7,062,497	(55,941)	99.21%	0
Credit Tuition	5,450,002	5,450,002	2,488,402	(2,961,600)	45.66%		21,800,000	21,800,000	22,679,791	879,791	104.04%	21,400,000	24,038,908	(1,359,117)	94.35%	400,000
Credit Fees	2,925,006	2,925,006	1,142,525	(1,782,481)	39.06%		11,700,000	11,700,000	11,178,422	(521,578)	95.54%	11,200,000	11,934,388	(755,966)	93.67%	500,000
Continuing Ed	575,000	575,000	307,001	(267,999)	53.39%		2,300,000	2,300,000	1,934,119	(365,881)	84.09%	2,300,000	1,856,589	77,530	104.18%	0
Miscellaneous Revenue	1,975,000	1,975,000	1,929,858	(45,142)	97.71%		7,900,000	7,900,000	3,856,094	(4,043,906)	48.81%	7,900,000	5,012,279	(1,156,185)	76.93%	0
Transfers	0	0								0				-		0
Total Revenues	15,888,072	15,888,072	10,129,658	(5,758,414)	63.76%		63,552,254	63,552,254	54,028,349	(9,523,905)	85.01%	62,684,277	57,278,028	(3,249,679)	94.33%	867,977
Expenditures																
N/A											0			-		
Salaries	8,897,878	8,862,375	8,088,982	773,393	91.27%		35,510,798	35,368,757	26,075,868	9,292,889	73.73%	36,000,000	26,472,609	(396,741)	98.50%	(631,243)
Benefits	3,365,363	3,346,523	4,797,546	(1,451,023)	143.36%		13,461,454	13,386,068	10,540,177	2,845,891	78.74%	13,200,000	9,580,851	959,326	110.01%	186,068
Contractual Services	1,510,092	1,542,512	1,317,006	225,506	85.38%		6,040,320	6,169,988	4,309,064	1,860,924	69.84%	6,059,277	4,181,685	127,379	103.05%	110,711
Supplies	505,134	490,540	374,495	116,045	76.34%		2,020,415	1,962,046	1,116,197	845,849	56.89%	1,380,000	1,068,750	47,447	104.44%	582,046
Utilities	977,768	971,274	830,985	140,289	85.56%		3,911,054	3,885,079	2,325,807	1,559,272	59.87%	3,600,000	2,626,986	(301,179)	88.54%	285,079
Other Expenses	649,362	662,187	373,894	288,293	56.46%		2,597,363	2,648,664	1,814,091	834,573	68.49%	2,400,000	1,687,337	126,754	107.51%	248,664
Capital	2,713	32,914	33,311	(397)	101.21%		10,850	131,652	36,276	95,376	27.55%	45,000	47,864	(11,588)	75.79%	86,652
Total Expenditures	15,908,310	15,908,325	15,816,219	92,106	99.42%		63,552,254	63,552,254	46,217,480	17,334,774	72.72%	62,684,277	45,666,082	551,398	101.21%	867,977
Net	(20,238)	(20,253)	(5,686,561)				0	0	7,810,869			-	11,611,946			0

RESOLUTION NO. FY2018-221

**RESOLUTION AWARDING SECOND-YEAR RENEWAL CONTRACT
FOR RECORDS SHREDDING SERVICES 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 Board of Trustees on November 11, 2014 passed Resolution FY2015-58 approving purchases through the Camden County Cooperative Pricing System (CCCPS) with the Camden County Freeholders (County) as the Lead Agency and which has received the State of New Jersey approval from the Department of Community Affairs; and

WHEREAS, the Camden County Cooperative Pricing System, received and opened this publicly advertised Bid #A-16/2017 on June 8, 2017 for the procurement of records shredding services; and

WHEREAS, Kay Byrd, Director of Events and Facilities Services, William Hurley, Project Manager, Camden County Improvement Authority, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, recommends a second-year renewal contract for records shredding services to AcuShred, Inc. with terms commencing on or about July 1, 2018 through June 30, 2019 and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #164685-65505, #164705-65505, 164695-65505 and #164258-65505 for FY2019.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to procure a second-year contract for records shredding services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned contract in the anticipated amount of **\$20,000.00 on an as-needed basis** with terms commencing on or about **July 1, 2018 through June 30, 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 and authorizes the College to utilize a second-year renewal contract for records shredding services made by the CCCPS under its Identifier #57-CCCPS under Bid #A-16/2017 to AcuShred, Inc. with terms commencing on or about July 1, 2018 through June 30, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-222

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR CAMDEN
TECHNICAL CENTER PARKING GARAGE MECHANICAL EQUIPMENT,
ACCESSORIES AND SOFTWARE UPGRADES**

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 a publicly advertised bid for **Camden Technical Center Parking Garage Mechanical Equipment, Accessories and Software Upgrades**, Bid #FY18ITB-52, were received and are attached below under “Bid Responses”; and

WHEREAS, a bid submission was received from PSX, Inc., Kennett Square, PA and this company’s bid submission is rejected for non-compliant bid response; and

WHEREAS, it is the recommendation of Frank Caranci, Business Services Associate, Diane Fauser, Executive Director of Accounting Operations, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to award the contract as identified on the attached Bid Responses as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in account #9080353-500200.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Bid #FY18ITB-52 for **Camden Technical Center Parking Garage Mechanical Equipment, Accessories and Software Upgrades** be and is hereby AWARDED to **Precision Time Systems** in the anticipated contract amount of **\$160,000.00** with terms commencing **June 4, 2018** through **May 31, 2020** pursuant to the terms and conditions for the bid and rejects all other bids; 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 bid contract as noted to **Precision Time Systems** in the anticipated contract amount of **\$160,000.00** for **Camden Technical Center Parking Garage Mechanical Equipment, Accessories and Software Upgrades** for the period of **June 4, 2018** through **May 31, 2020** as the lowest responsible and qualified bidder. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Responses
for
Camden Technical Center Parking Garage Mechanical Equipment,
Accessories and Software Upgrades
(Bid #FY18ITB-52)

	Precision Time Systems Ambler, PA	PSX, Inc. Kennett Square, PA
Base Bid A		
Cost to furnish all labor, materials, equipment, etc.:	\$142,208.00	\$109,993.00
Deduct Cost:	\$3,904.00	\$1,500.00
Base Bid B		
Hourly Rate:	\$122.00 \$183.00 (after hours)	\$125.00
% Discount:	30%	10%
Base Bid C		
Ticket Spitter Rolls:	\$395.00	\$425.00
Receipt Paper Rolls (Computer):	\$295.00	\$232.00
Receipt Paper Rolls (Exit Station):	\$285.00	\$270.00
Validations:	\$70.00	N/A
Credit Card Software Upgrade:	\$3,700.00	\$500.00
Software Upgrade Hourly Rates:	\$122.00 \$183.00 (after hours)	\$125.00
Spare Gate Arm (straight arm):	\$192.00	\$135.00
Spare Gate Arm (articulating arm):	\$647.00	\$270.00
% Discount off misc. Supplies:	0%	10%
% Discount off system upgrades, accessories & Equipment:	30%	10%
Hourly Labor Rate:	\$122.00 \$183.00 (after hours)	\$125.00

Individual Itemized Rejection Listing
for
Camden Technical Center Parking Garage Mechanical Equipment,
Accessories and Software Upgrades
(Bid #FY18ITB-52)

Rejected:**PSX, Inc. for Items:**

Base Bid A, B and C because Exhibit T (Exceptions to Bid Boilerplate and Technical Specifications) indicates their management software will not be able to send validation

RESOLUTION NO. FY2018-222

codes over the Internet, nor print them out on “sticker paper”. They indicated that it can with a 3rd party vendor, but they do not identify or detail what that actually involves, nor the cost to have that capability. This specification is a crucial piece of the bid to allow the operations of the parking garage to become more economically reliable and financially responsible. Validations make up approximately 60% of the transaction count. With having this capability, it will reduce labor cost, reduce loss of revenue, will greatly alleviate the amount of traffic that goes to front desk during peak hours of operations and make transactions easier and more convenient for all users of the Parking Garage. The bid specification requires work must be complete during off-peak hours. PSX, Inc. proposes to do the work during peak hours. PSX, Inc. has also assumed the loops can be reused, but does not offer a solution if they can’t be or the cost factor if this is the case.

RESOLUTION NO. FY2018-223

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR ROOSEVELT HALL, WASHINGTON HALL AND CONNECTOR BUILDING ROOF RESTORATION

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 a publicly advertised bid for **Roosevelt Hall, Washington Hall & Connector Building Roof Restoration**, Bid #FY18ITB-55, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of William Hurley, Project Manager, Camden County Improvement Authority, Christopher Sabatino, Senior Construction Director, Maris Kukainis, Executive Director of Financial Administrative Services, Debora McKee, Manager of Purchasing and Frank Radey, III, President, Radey Associates Architects, Consulting Engineers, to award the contract as identified on the attached Bid Responses as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in account #9010122-500200.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-55** for **Roosevelt Hall, Washington Hall and Connector Building Roof Restoration** be and is hereby **AWARDED** to **Remtek Services, Inc.** in the anticipated contract amount of **\$314,800.00**, which is inclusive of the Owner’s General Allowance of \$15,000.00 pursuant to the terms and conditions for the bid and rejects all other bids; 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 bid contract as noted to the respectively listed bidder for the anticipated contract amount award as identified in the “Therefore” clause above. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2018-223

Bid Responses
for
Roosevelt Hall, Washington Hall and Connector Building
Roof Restoration
(Bid #FY18ITB-55)

<u>Bidder:</u>	<u>Base Bid:</u>	<u>+Owner's General Allowance</u>	<u>Alternate #1</u>	<u>Grand Total</u>
A to Z Coatings, Inc. Scranton, PA	\$326,700.00	\$15,000.00	\$64,700.00	\$406,400.00
Hygrade Insulators, Inc. Philipsburg, NJ	\$294,400.00	\$15,000.00	\$52,250.00	\$361,650.00
Remtek Services, Inc. Deptford, NJ	\$248,600.00	\$15,000.00	\$51,200.00	\$314,800.00

June 1, 2018

RESOLUTION NO. FY2018-224

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
WELDING SUPPLIES FY2019**

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 publicly advertised bids for **Welding Supplies FY2019**, Bid #FY18ITB-50, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Kevin Schmidt, Interim Dean - Business, Computers and Technical Studies, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to award contracts as identified on the attached Individual Itemized Award Listing as set forth therein as being respectively the lowest responsible bidders; and

WHEREAS, Items #43, #55 and #66 received no bids and the department determined to no longer require these items; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in various College accounts on an as-needed basis.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-50** for **Welding Supplies FY2019** be and is hereby AWARDED to those bidders identified below and on the attached Individual Itemized Award Listing as follows:

- 1) **AirGas USA, LLC; and**
- 2) **Praxair Distributors, Inc.**

for these contracts **on an as-needed basis** in the anticipated amount of **\$20,000.00** with terms commencing on **August 1, 2018** through **July 31, 2019** pursuant to the terms and conditions for the bid and rejects all other bids; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to, where appropriate, require or negotiate any necessary contract language or 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 the bid contracts as noted on the attached Individual Itemized Award List to **Airgas USA, LLC** and **Praxair Distributors, Inc.** as the respectively lowest bidders for the anticipated amount awarded as identified in the “Therefore” clause above. These welding supplies are required on an **as-needed basis** during the period of **August 1, 2018 through July 31, 2019**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-224

Bid Responses
for
Welding Supplies FY2019
(Bid #FY18ITB-50)

Bidders	Total Bid (Unit Prices)
AirGas USA, LLC Allentown, PA	\$3,483.24 15% Discount
Joseph Fazzio, Inc. Glassboro, NJ	\$572.60 0% Discount
Praxair Distributors, Inc. Allentown, PA	\$2,144.25 10% Discount

Individual Itemized Award Listing
for
Welding Supplies FY2019
(Bid #FY18ITB-50)

Awarded:

AirGas USA, LLC for Items:

**#2 thru #5, #7, #33, #35, #44 thru #47, #50, #52, #54, #56, #59, #60, #61 and #85
with a 15% discount off of miscellaneous welding supplies; and**

Praxair Distributors, Inc. for Items:

**#1, #6, #8 thru #32, #34, #36 thru #42, #48, #49, #51, #53, #57, #58, #62 thru #65,
#67 thru #84.**

June 1, 2018

RESOLUTION NO. FY2018-225

**RESOLUTION REJECTING BIDS FOR COMPRESSED GASES
AND AUTHORIZING RE-ADVERTISEMENT**

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 a publicly advertised bid for compressed gases, Bid #**FY18ITB-49**, was received; and

WHEREAS, a bid submission was received from AirGas, Inc., Radnor, PA and this company's bid submission is rejected as an insufficient bid response for non-compliance; and

WHEREAS, it is the recommendation of Kevin Schmidt, Interim Dean - Business, Computers and Technical Studies, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to reject the bid submissions for non-compliance as stated herein; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the **Bid #FY18ITB-49 for Compressed Gases** be and is hereby **REJECTED** and the Manager of Purchasing is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the bid submissions for compressed gases and further authorizes the Manager of Purchasing to re-advertise this bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-226

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
METAL STOCK SUPPLIES FY2019**

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 a publicly advertised bid for **Metal Supplies FY2019**, Bid #**FY18ITB-48**, was received and is attached below under “Bid Response” and no bids were received for Items #7, #10 and #14; and

WHEREAS, it is the recommendation of Kevin Schmidt, Interim Dean - Business, Computers and Technical Studies, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to award the contract as identified on the attached Individual Itemized Award Listing as set forth therein as being respectively the lowest responsible bidder and the department no longer requires the no bid Items #7, #10 and #14; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in various accounts on an as-needed basis.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-48** for **Metal Stock Supplies FY2019** be and is hereby **AWARDED** to the bidder identified below and on the attached Individual Itemized Award Listing as follows: **Joseph Fazzio, Inc.** for the contract **on an as-needed basis** in the anticipated amount of **\$20,000.00** with terms commencing on **July 1, 2018** through **December 31, 2018** with an optional six-month renewal pursuant to the terms and conditions for the bid; 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 bid contract for Metal stock supplies as noted on the attached Individual Itemized Award Listing to the respectively listed bidder, **Joseph Fazzio, Inc.** on an **as-needed basis in the anticipated amount of \$20,000.00** for **July 1, 2018** through **December 31, 2018**. These metal stock supplies are required on an as-needed basis during the period of July 1, 2018 through December 31, 2018 with an optional six-month renewal. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-226

Bid Responses
for
Metal Stock Supplies FY2019
(Bid #FY18ITB-48)

Bidders	Total Bid (Unit Prices)
Joseph Fazzio, Inc. Glassboro, NJ	\$3,423.75 0% Discount on Miscellaneous Items

Individual Itemized Award Listing
for
Metal Stock Supplies FY2018
(Bid #FY18ITB-48)

Awarded:

Joseph Fazzio, Inc. for Items:

#1 thru #6, #8, #9, #11 thru #13, #15 thru #32 and #33 with a 0% discount off of miscellaneous metal stock supplies.

June 1, 2018

RESOLUTION NO. FY2018-227

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID
FOR MOVING SERVICES**

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 publicly advertised bids for **Moving Services**, Bid #FY18ITB-53, were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Markis Rouse, Manager of Facilities, Kay Byrd, Director of Events & Facilities Services, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, that the Board of Trustees award a contract as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, the Executive Director for Finance and Planning has certified that funding is available in account #164690-61450 and various College accounts on an as-needed basis.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-53** for **Moving Services** be and is hereby **AWARDED** to **Simonik Transportation and Warehousing Group, LLC** on an as-needed basis with the anticipated contract amount of **\$35,000.00** with terms commencing on **July 1, 2018** through **June 30, 2020** pursuant to the terms and conditions for the bid and rejects all other bids; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized where appropriate to require or negotiate any necessary contract language or 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 moving services contract as identified in the anticipated contract amount as indicated in the “Therefore” clause above during the period of July 1, 2018 through June 30, 2020. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-227

Bid Responses
for
Moving Services (Bid #FY18ITB-53)

Bidders	Broadway Moving and Storage, Inc. Trenton, NJ	Princeton Van Service Princeton, NJ	Simonik Transportation and Warehousing Group, LLC Burlington, NJ
<u>Supervisor</u>			
<u>Year 1:</u>			
Straight Time	\$70.00	\$40.00	\$58.00
Overtime	\$90.00	\$55.00	\$60.00
Premium Time	\$110.00	\$60.00	\$116.00
<u>Year 2:</u>			
Straight Time	\$74.00	\$40.00	\$58.00
Overtime	\$111.00	\$55.00	\$60.00
Premium Time	\$148.00	\$60.00	\$116.00
<u>Driver</u>			
<u>Year 1:</u>			
Straight Time	\$45.00	\$30.00	\$54.00
Overtime	\$68.00	\$40.00	\$60.00
Premium Time	\$90.00	\$50.00	\$108.00
<u>Year 2:</u>			
Straight Time	\$49.00	\$30.00	\$54.00
Overtime	\$73.50	\$40.00	\$60.00
Premium Time	\$98.00	\$50.00	\$108.00
<u>Helper</u>			
<u>Year 1:</u>			
Straight Time	\$39.50	\$22.00	\$39.00
Overtime	\$55.00	\$30.00	\$48.00
Premium Time	\$75.00	\$40.00	\$78.00
<u>Year 2:</u>			
Straight Time	\$43.50	\$22.00	\$39.00
Overtime	\$59.25	\$30.00	\$48.00
Premium Time	\$87.00	\$40.00	\$78.00
<u>Installer</u>			
<u>Year 1:</u>			
Straight Time	\$60.00	\$25.00	\$54.00
Overtime	\$90.00	\$35.00	\$60.00
Premium Time	\$110.00	\$40.00	\$108.00
<u>Year 2:</u>			
Straight Time	\$64.00	\$25.00	\$54.00
Overtime	\$96.00	\$35.00	\$60.00
Premium Time	\$128.00	\$40.00	\$108.00
Hypothetical J#1:	\$6,056.00	\$11,825.00	\$5,302.00

June 1, 2018

RESOLUTION NO. FY2018-228

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR PRINTING
OF THE Fall 2018 CONTINUING EDUCATION TABLOID**

WHEREAS, purchasing by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.* and although the materials and/or services here are exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (18), the College publicly advertised for bids for the **Printing of the Fall 2018 Continuing Education Tabloid**, Bid #FY18ITB-51, which were received and are attached under “Bid Responses”; and

WHEREAS, it is the recommendation of Greg Bender, Director, Publications and Creative Services, Debora McKee, Manager of Purchasing to award a contract as identified on the attached Bid Responses as set forth therein as being the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in accounts #121350-61434, #121360-61434, #121370-61434 and #111268-61434.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-51** for the **Printing of the Fall 2018 Continuing Education Tabloid** be and is hereby AWARDED to **Indiana Printing & Publishing Co., Inc.** in the amount of **\$28,689.00** pursuant to the terms and conditions for the bid and rejects all other bids; 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 bid contract as identified as the Printing of the Fall 2018 Continuing Education Tabloid to the **Indiana Printing & Publishing Co., Inc.** of Indiana, PA in the amount of **\$28,689.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2018-228

Bid Responses
For
Printing of the Fall 2018 Continuing Education Tabloid
(Bid #FY18ITB-51)

Bidders	56 Page	60 Page
Green Horse Media t/a Evergreen Printing Co. Bellmawr, NJ	\$30,635.16	\$31,948.86
Graphic Image, Inc. Milford, CT	\$28,010.00	\$29,475.00
Indiana Printing & Publishing Co., Inc. Indiana, PA	\$27,375.00	\$28,689.00

June 1, 2018

RESOLUTION NO. FY2018-229

RESOLUTION AWARDING CONTRACT FOR PARKING LOT REPAIRS FOR THE COLLEGE'S CAMDEN CAMPUS THROUGH THE RENEWAL WITH EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY MORRIS COUNTY COOPERATIVE PRICING SYSTEM IN CONJUNCTION WITH EDUCATIONAL DATA SERVICES, INC.

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, which are the subject hereof; and N.J.S.A. 18A:64A-25.10 authorizes county colleges to establish or participate in a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Board of Trustees authorized the College's membership and participation in this Cooperative with Resolution #FY2017-274 on June 2, 2017; and subsequently, the Board of Trustees awarded further awarded membership and participation with Resolution #FY2018-56 on November 8, 2017, which has expired on March 31, 2018; and

WHEREAS, the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency" has offered voluntary participation in the Educational Cooperative Pricing System for the purchase of goods and services with the completion of the attached Time and Material/Maintenance Bid Enrollment Form Cooperative Skilled Trades, Compliance Services and Ancillary Bid for the College's participation in this membership to save time, money and simplify procurement purchases within the largest Cooperative with 20 supply bids and 40 skilled trades on a time and material basis as well as ancillary bids such as technology bids, asbestos management, etc. This Cooperative Procurement Management Program is administered in three (3) states (New Jersey, New York and Connecticut) in conjunction with Educational Data Services, Inc. (AKA Ed-Data), which is subject to the review and approval of the State of New Jersey Department of Community Affairs, Director of the Division of Local Government Services; and

WHEREAS, the Facilities and Construction Department requires parking lot repairs at the Camden campus and it is the recommendation of the Manager of Purchasing, Debora McKee, and William Hurley Project Manager, Camden County Improvement Authority to procure parking lot repairs under the Cooperative to their awarded vendor: W.J. Wallace Paving, Inc. in the anticipated amount \$45,480.00 with a \$3,000.00-\$5,000.00 allowance for unforeseen conditions; and whereas procurement requirements are the obligation of this Cooperative; and in order to utilize this Cooperative it is necessary to renew our membership; and

WHEREAS, it is the recommendation of William Hurley, Project Manager, Camden County Improvement Authority, and Debora McKee, Manager of Purchasing, that the Board authorize the College to re-enroll with the attached annual enrollment form for the Educational Cooperative Pricing System awarded contracts through the Educational Services Commission of Morris County with the annual fee of \$1,990.00 with terms commencing June 4, 2018 to March 31, 2019; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available for the annual fee in account #164680-61312 and for the parking lot repairs funding is available in account JL#9110571-500200/RL#907043-61311.

June 1, 2018

RESOLUTION NO. FY2018-229

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Educational Cooperative Pricing System time and material/maintenance bid enrollment be and is hereby renewed and the aforementioned contract is AWARDED thru the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency" for the purchase of goods and services pursuant to the terms and conditions as required in the time and material/maintenance bid enrollment with terms commencing **June 4, 2018 through March 31, 2019**; and

ALSO, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned ESCNJ Cooperative for Morris County in conjunction with Educational Data Services, Inc. (AKA Ed-Data) contract for parking lot repairs be and is hereby AWARDED to **W. J. Wallace Paving, Inc.** in the anticipated amount of **\$45,480.00** with a **\$3,000.00-\$5,000.00** allowance for unforeseen conditions; and is deemed by the Board to have been a Fair and Open process; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to execute such documents or other instruments, and to make appropriate payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes the re-enrollment to participate in an Educational Cooperative Pricing System agreement with the time and material/maintenance bid enrollment with the Educational Services Commission of Morris County) in conjunction with Educational Data Services, Inc. (AKA Ed-Data). It further authorizes the procurement of parking lot repairs from W. J. Wallace Paving, Inc. pursuant to N.J.S.A. 18A:64A-25.10 and ESCNJ Morris County Cooperative (Ed-Data) as identified in the "Therefore" clause above for parking lot repairs on the College's Camden campus. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2018-230

**RESOLUTION REJECTING BID FOR TELEPHONE CARRIER SERVICES
AND AUTHORIZING RE-ADVERTISEMENT OF MODIFIED SPECIFICATIONS**

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 a publicly advertised bid for Telephone Carrier Services, Bid #FY18ITB-54, was received; and

WHEREAS, a bid submission was received from Business Automation Technologies d/b/a Data Network Solutions Little Silver, NJ and this bid submission is rejected because the College has to modify the bid specifications and would like to re-advertise the revised specifications; and

WHEREAS, it is the recommendation of Walter George, IT Director of User Services, Jack Post, Chief Officer of Information Technology, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to reject the bid submission to allow the College to modify the bid specifications as stated herein; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the Bid #FY18ITB-54 for Telephone Carrier Services be and is hereby REJECTED and the Manager of Purchasing is authorized to advertise the modified bid specifications.

SUMMARY STATEMENT

This resolution rejects the bid submission for telephone carrier services and further authorizes the Manager of Purchasing to re-advertise this bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

June 1, 2018

RESOLUTION NO. FY2018-231

RESOLUTION OF AWARD OF NEGOTIATED CONTRACT AFTER PUBLIC REQUEST FOR PROPOSALS FOR CDL-B SCHOOL BUS DRIVER TRAINING

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 publicly advertised Requests For Proposal for **CDL-B School Bus Driver Training**, RFPs #**FY18RFP-16** and **FY18RFP-20** having received no responses; and

WHEREAS, Mike's Driving School, Inc., Williamstown, NJ submitted a negotiated contract total cost of \$3,600/per student for CDL-B School Bus Driver Training cost with his required proposal submission documents and program requirements. This company has anticipated 10 students per semester (summer, fall and spring) and has already received confirmation of agreements for various school district transportation programs to assist and intern the students for their requirements for successful completion. The term of contract will commence on or about June 1, 2018 through May 31, 2019 with an option for the College to renew for an additional one-year of contract; and

WHEREAS, it is the recommendation of Margo Venable, Executive Dean of Division of School, Community & Workforce Training Programs, Kaina Hanna, Director of Workforce Training and Continuing Education, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to award the negotiated contract as identified herein as being respectively the lowest responsible vendor of choice. The terms for the negotiated contract (#FY18NG-19) are not substantially different from those which were the subject of the aforesaid RFPs; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #111268-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Negotiated Contract #FY18NG-19** for **CDL-B School Bus Driver Training** be and is hereby **AWARDED to Mike's Driving School, Inc.** in the negotiated contract cost of **\$3,600.00/per student** with an anticipated estimate of 10 students per semester for an anticipated annual cost of **\$108,000.00** with terms commencing on or about **June 1, 2018 through May 31, 2019**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to execute such documents or other instruments, and to make appropriate payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards the negotiated contract for CDL-B School Bus Driver Training to Mike's Driving School, Inc. as identified in the "Therefore" clause above during the period of on or about June 1, 2018 through May 30, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This Resolution as stated requires a **two-thirds affirmative vote** of the authorized membership of the Board.

RESOLUTION NO. FY2018-232

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR DENTAL SUPPLIES, EQUIPMENT, SERVICE AND GLOVES II FY2019, REJECTION OF BID ITEMS AND DEPARTMENTAL VENDORS OF CHOICE

WHEREAS, purchasing and contracting of Camden County College is governed by County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and publicly advertised bids for **Dental Supplies, Equipment, Service & Gloves II FY2019**, Bid **#FY18ITB-56**, were received are attached below under “Bid Responses”; and

WHEREAS, the following no bid Items #34, #41, #42, #83 thru #86, #126 thru #128, #149 thru #151, #206, #215, #238 and #252 will be procured through the department vendors of choice as indicated herein; and

WHEREAS, it is the recommendation of Judy Burns, Dental Technician, Dr. Catherine Boos, Director of Dental Program, Debora McKee, Manager of Purchasing to award contracts as identified on the attached Individual Itemized Award Listing as set forth therein as being respectively the lowest responsible bidders and departmental vendors of choice; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #112415-62206 and various College accounts on an as-needed basis and has further certified 100% funding is contingent upon the approval of funding for the State of New Jersey Carl D. Perkins grant in account #516664-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that **Bid #FY17ITB-56** is hereby AWARDED to those bidders and departmental vendors of choice identified below and on the attached Individual Itemized Award Listing as follows:

- 1) **Acteon, Inc. (#FY18NG-23 vendor of choice); and**
- 2) **Benco Dental Supply, Co. (#FY18ITB-56); and**
- 3) **Crest-Oral-B (#FY18NG-23 vendor of choice); and**
- 4) **DE&P Technical Services (#FY18ITB-56); and**
- 5) **Isodry, Inc. (#FY18NG-23 vendor of choice); and**
- 6) **Patterson Dental Supply, Inc. (#FY18NG-23 vendor of choice); and**
- 7) **Smart Practice (#FY18NG-23 vendor of choice)**

for these contracts **on an as-needed basis** in the **anticipated total amount of \$20,000.00 as an aggregate** with terms commencing **July 1, 2018** through **June 30, 2019** pursuant to the terms and conditions for the bid and rejects all other bids; 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 bid contracts for the individually bid items on the attached Individual Itemized Award Listing to the respectively listed bidders. It also awards to the designated departmental vendors of choice pursuant to N.J.S.A. 18A: 64A-25.5(c) for items rejected or received no bids twice. In addition, it disqualifies items which exceed budgetary constraints. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This resolution requires a two-thirds affirmative vote of the authorized membership of the Board.

June 1, 2018

RESOLUTION NO. FY2018-232

Bid Responses
for
Dental Supplies, Equipment, Service and Gloves II FY2019
(Bid #FY18ITB-56)

Bidders	Total Bid
Benco Supply Co. Pittston, PA	\$309.00
DE&P Technical Services Marlton, NJ	\$2,790.88

Individual Itemized Rejection Listing for
Dental Supplies, Equipment, Service and Gloves II FY2019
(Bid #FY18ITB-56)

Rejected:

Benco Dental Supply Co. for Items:

#82 and #87 thru #90 due to budgetary constraints; and

DE&P Technical Services for Items:

#264, #265 and #266 due to budgetary constraints.

June 1, 2018

Individual Itemized Award Listing for
Dental Supplies, Equipment, Service and Gloves II FY2019
(Bid #FY18ITB-56)

Awarded:

Benco Dental Supply Co. for Items:
#125, #132; (Base Bid A); and
#167 (Base Bid B); and

DE&P Technical Services for Items:
#302, #333 and #334 (Base Bid C).

Departmental Vendors of Choice:

Acteon, Inc. for Item:
#127; (Base Bid A); and

Crest-Oral- B for Items:
#82 thru #90; (Base Bid A); and

Isodry, Inc. for Items:
#264 thru #266; (Base Bid B); and

Patterson Dental, Inc. for Items:
#34, #41, #42, #128 (Base Bid A); and
#149 thru #151, #206, #215, #238 and #252 (Base Bid B); and

Smart Practice for Item:
#126 (Base Bid A).

RESOLUTION NO. FY2018-233

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
VETERINARY TECHNOLOGY SUPPLIES, EQUIPMENT AND SERVICES II AND
DEPARTMENTAL VENDORS OF CHOICE**

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 publicly advertised bids responses for **Veterinary Technology Supplies, Equipment and Service II FY2019**, Bid **#FY18ITB-46** were received and are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Stacie Cantu, Lab Technician Veterinary Technology, Debora McKee, Manager of Purchasing to award contracts on the attached Individual Itemized Award Listing set forth as respectively the lowest responsible bidders and their recommendation of selection of the departmental vendor of choice was represented to be based on terms not substantially different from those which were the subject of the aforesaid bids. The following items will not be awarded as the department has determined they are no longer required at this time: Items #91, #92, #93, #120, #157, #213 and #215; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in the full bid amount in accounts #112400-62206 and 100% funding for FY2019 is contingent upon the approval of State of New Jersey funding for the Carl D. Perkins grant in account #516656-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18ITB-46 for Veterinary Technology Supplies, Equipment and Service II FY2019** be and is hereby **AWARDED** to those bidders and departmental vendors of choice identified below for the items on which they were low bidders and also designated as departmental vendors of choice, respectively and on the attached Individual Itemized Award Listing as follows:

- 1) **Carolina Biological Supply Co. (#FY18NG-22 vendor of choice); and**
- 2) **Columbia Dentoform Corporation (#FY18NG-22 vendor of choice); and**
- 3) **Henry Schein Animal Health (#FY18NG-22 vendor of choice); and**
- 4) **IDEXX Laboratories (#FY18NG-22 vendor of choice); and**
- 5) **J&H Berge, Inc. (#FY18ITB-46 & #FY18NG-22 vendor of choice); and**
- 6) **MD Medical Associates/DPR Services (#FY18NG-22 vendor of choice); and**
- 7) **Midwest Vet (#FY18NG-22 vendor of choice); and**
- 8) **Penn Veterinary Supply, Inc. (#FY18NG-22 vendor of choice); and**
- 9) **Rescue Critters, LLC (#FY18NG-22 vendor of choice); and**
- 10) **System Specialties (#FY18NG-22 vendor of choice); and**
- 11) **U.C. Davis (#FY18NG-22 vendor of choice); and**
- 12) **Ward’s Natural Sciences(#FY18NG-22 vendor of choice); and**
- 13) **W.F. Fisher and Son (#FY18NG-22 vendor of choice)**

for these contracts on an as-needed basis in the anticipated grand total amount of **\$26,000.00**; and

June 1, 2018

RESOLUTION NO. FY2018-233

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to where appropriate to require or negotiate any necessary contract language or 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 the bid contracts for the individually bid items on the attached Individual Itemized Award Listing to the respectively above bidders and to the departmental vendors of choice for items that received no bids twice pursuant to N.J.S.A. 18A:64A-25.5.c(i). To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This resolution requires a two-thirds affirmative vote of the authorized membership of the Board.

RESOLUTION NO. FY2018-233

Bid Responses
for
Veterinary Technology Supplies, Equipment & Service II FY2019
(Bid #FY18ITB-46)

Bidder	Total Bid Items	Total Bid
J & H Berge, Inc. South Plainfield, NJ	34 Items	\$ 4,265.75

The following company submitted a no bid response: VWR International, Inc., Suwanee, GA.

Individual Itemized Award Listing
for
Veterinary Technology Supplies, Equipment & Service II FY2019
(Bid #FY18ITB-46)

Base Bid A

J & H Berge, Inc. for Items:

#7, #8, #13 thru #15, #28 thru #34, #40, #41, #44, #46, #49 thru #51, #72, #78, #81, #82, #89, #90, #147 and #148; and

Base Bid B (Veterinary Technology-Perkins FY2019)

J & H Berge, Inc. for Items:

#153, #154, #159, #162, #163, #167 and #199; and

Departmental Vendors of Choice (#FY18NG-22)

Carolina Biological Supply Co. for Items:

#67 and #68 (Base Bid A); and

Columbia Dentoform for Items:

#150 and #151 (Base Bid B); and

Henry Schein Animal Health for Items:

#6, #9 thru #12, #16 thru #27, #35 thru #39, #42, #43, #45, #47, #48, #52 thru #66, #69 thru #71, #73, #75 thru #77, #79, #80, #84 thru #87, #94 thru #119, #121 thru #128, #131 thru #146, #149 (Base Bid A); and

#152, #158, #161, #165, #166, #175 thru #198 and #200 thru #202 (Base Bid B); and

#203 (Base Bid C); and

IDEXX Laboratories for Item:

#168 (Base Bid B); and

J&H Berge, Inc. for Item:

#83 (Base Bid A); and

MD Medical Associates/DPR Services for Items:

#208 thru #212 and #215 (Base Bid D); and

Midwest Vet for Items:

#74 (Base Bid A); and

#204 (Base Bid C); and

Penn Veterinary Supply, Inc. for Item:

#205 (Base Bid C); and

Rescue Critters, LLC for Items:

#155 thru #157 (Base Bid B); and

System Specialties for Item:

#206 (Base Bid D); and

U.C. Davis for Item:

#156 (Base Bid B); and

Ward's Natural Sciences for Items:

#169 thru #172 (Base Bid B); and

W.F. Fisher and Son for Items:

RESOLUTION NO. FY2018-233

#1 thru #5 (Base Bid A).

RESOLUTION NO. FY2018-234

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
INSTRUCTIONAL AND NON-INSTRUCTIONAL LABORATORY AND MEDICAL
SUPPLY CATALOGS II AND ALSO AUTHORIZING NEGOTIATIONS WITH
NJCC JPC VENDORS OF CHOICE**

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

WHEREAS, Camden County College (CCC) was 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; and CCC acting for NJCCJPC publicly advertised bids for **Instructional and Non-Instructional Laboratory and Medical Supply Catalogs II**, Bid #FY18JPC-45, which were received and are listed below under “Bid Responses”; and

WHEREAS, CCC acting for NJCC JPC twice publicly advertised bids for **Instructional and Non-Instructional Laboratory and Medical Supply Catalogs**, Bid #FY18JPC-33 and FY18JPC-45, and certain items were previously authorized by the Board of Trustees to be re-bid in Resolution #FY2018-163 due to the fact that no bids were received twice for Items #1, #3, #5, #6, #8, #9, #10, #12, #13, #19, #20, #21, #22, #23, #24, #26, #27; and

WHEREAS, the bid submissions received from Bio-Rad Laboratories, Inc. of Hercules, PA and Para Scientific of Fairless Hills, PA were both rejected as insufficient bid responses; and

WHEREAS, it is the recommendation of Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to award contracts on behalf of the New Jersey County College Joint Purchasing Consortium (NJCCJPC) for the County College participants and CCC as identified and set forth on the attached Bid Responses as being respectively the lowest responsible bidders. It is further recommended to award negotiated contracts as identified herein for negotiated contracts as being respectively the lowest responsible vendors of choice. The terms for the negotiated contract (#FY18NG-21) are not substantially different from those which were the subject of the aforesaid bids; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding in FY2018 is, on an as-needed basis, in various College departmental accounts and 100% funded by Federal and State grants for FY2018. In FY2019, College related funds is contingent upon the approval and availability of funds on an as-needed basis and is also subject to 100% Federal and State grant approved funding for FY2019; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY18JPC-45** and **negotiated contract #FY18NG-21** for **Instructional and Non-Instructional Laboratory and Medical Supply Catalogs II** be and is hereby **AWARDED** to those Bidders and Vendors of Choice identified below on the attached Bid Responses on behalf of the New Jersey County College Joint Purchasing Consortium (NJCC JPC) as well as our College:

- 1) **A. Daigger & Co., Inc.** for **Item #1** (FY18NG-21) with a **0% discount** off the A. Daigger website online catalog list prices (plus shipping); and
- 2) **Bio-Rad Laboratories, Inc.** **Item #3** (FY18NG-21) with a **0% discount** off Bio-Rad Laboratories website online catalog list prices (plus shipping); and

June 1, 2018

RESOLUTION NO. FY2018-234

- 3) **Collins Sports Medicine** for **Item #19** (FY18NG-21) with a **0% discount** off Collins Sports Medicine website online catalog list prices (plus shipping); and
 - 4) **Cynmar** for **Item #5** (FY18NG-21) with a **0% discount** off the Cynmar website online catalog list prices (plus shipping); and
 - 5) **Fisher Scientific, Inc.** for **Item #6** (FY18NG-21) with a **0% discount** off Fisher Scientific, Inc. website online catalog list prices (plus shipping); and
 - 6) **Fresenius Medical** for **Item #20** (FY18NG-21) with a **0% discount** off online website catalog and Ancillary Products 2017 published catalog list prices (plus shipping); and
 - 7) **Frey Scientific, Inc. d/b/a School Specialty, Inc.** for **Item #7** (FY18JPC-45) with a **30% discount** off the Frey Scientific 2018 published catalog and website online catalog list prices (plus shipping); and
 - 8) **Gall's** for **Item #21** (FY18NG-21) with a **0% discount** off Galls January 2017 published catalog and website online catalog list prices (plus shipping); and
 - 9) **Henry Schein, Inc.** for **Item #22** (FY18NG-21) with a **0% discount** off the 2017-2018 Henry Schein Sports Medicine, Foot & Ankle published catalog and website online catalog list prices (plus shipping); and
 - 10) **J & H Berge, Inc.** for **Item #8** (FY18NG-21) with a **0% discount** off the J& H Berge and Lab Mart online website catalogs list prices (plus shipping); and
 - 11) **Medline Industries, Inc.** for **Item #23** (FY18NG-21) with a **0% discount** off Medline Industries, Inc. website online catalog list prices (plus shipping); and
 - 12) **Midwest Scientific** for **Item #9** (FY18NG-21) with a **0% discount** off Midwest Scientific website online catalog list prices (plus shipping); and
 - 13) **Moore Medical, Inc.** for **Item #24** (FY18NG-21) with a **0% discount** off the Moore Medical and Moore Medical Brand Products website online catalog list prices (plus shipping); and
 - 14) **Nasco Fort Atkinson** for **Item #10** (FY18NG-21) with a **0% discount** off Nasco website online catalog list prices (plus shipping); and
 - 15) **School Health Corp.** for **Item #26** (FY18NG-21) with a **0% discount** off School Health Health Supplies 2017 published catalog and the website online catalog list prices (plus shipping); and
 - 16) **Sirchie Finger Print Laboratories** for **Item #12** (FY18NG-21) with **0% discount** off their website online catalog list prices (plus shipping); and
 - 17) **Spectrum Chemical** for **Item #13** (FY18NG-21) with a **0% discount** off their website online catalog list prices (plus shipping); and
 - 18) **VE Ralph & Sons, Inc.** for **Item #28** (FY18JPC-45) with a **12% discount** off their website online catalog list prices (plus shipping on orders under \$150.00); and
 - 19) **Wallcur** for **Item #27** (FY18NG-21) with a **0% discount** off their website online catalog list prices (plus shipping); and
- the award for all of these contracts are **on an as-needed basis** in the anticipated amount of **\$70,000.00** for the New Jersey County College Joint Purchasing Consortium (NJCC JPC) inclusive of **our Camden**

June 1, 2018

RESOLUTION NO. FY2018-234

County College anticipated amount of \$25,000.00 with terms commencing on **June 4, 2018** through **April 30, 2019** pursuant to the terms and conditions for the bid and rejects all other bids; 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 bid contracts and negotiated contracts as identified in the “Therefore” clause above for both the New Jersey County College Joint Purchasing Consortium (NJCC JPC) **including for Camden County College for an anticipated as-needed amount of \$25,000.00.** These instructional and non-instructional laboratory and medical supplies and equipment are required on an as-needed basis with terms commencing on June 4, 2018 through April 30, 2019. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This Resolution as stated requires a **two-thirds affirmative vote** of the authorized membership of the Board.

RESOLUTION NO. FY2018-234

Bid Responses
for
Instructional and Non-Instructional Laboratory and Medical
Supply Catalogs II
(Bid #FY18JPC-45)

<u>Bidder</u>	<u>Catalog/Online Website</u>	<u>Discount</u>	<u>Delivery Costs</u>
Frey Scientific, LLC d/b/a School Specialty, Inc. Lancaster, PA Justin, TX	Frey Scientific (Base Bid A) 2018 Published catalog and Online website catalog www.freyscientific.com	30%	Plus Shipping
VE Ralph & Sons, Inc. Kearny, NJ	VE Ralph & Sons, Inc. Online catalog www.veralph.com	12%	Plus Shipping on orders under \$150.00

June 1, 2018

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 Hire

James Palmer

Senior Enterprise Programmer Analyst
Office of Information Technology
Effective June 11, 2018

Reassignments/Transfers

Melissa Brittingham

From Adjunct Instructor – Animal Science
To Teaching Administrator/Assistant Director–Veterinary Technology
Academic Affairs
Effective June 11, 2018

Kathleen Haverstick

From Temporary part-time Biology Laboratory Technician
To Biology Laboratory Technician – part-time
Academic Affairs
Effective June 11, 2018

Christopher Sabatino

From Senior Construction Director
To Facilities Manager, Acting
Facilities
Effective June 18, 2018

Promotions

Rosalia Denardo

From E-Learning Specialist
To Assistant Director, Distance Education, Acting
Academic Affairs
Effective July 1, 2018

Teresa Smith

From Assistant to the Vice President
To Interim Dean of Academic Affairs, Acting
Academic Affairs
Effective June 4, 2018

Salary Increase

Sherry Dodd

Administrative Assistant
Academic Affairs
Effective June 4, 2018

Sejal Modi

Testing Technician, part-time
Enrollment and Student Services
Effective June 11, 2018

Separations

Linda Drexel

Assistant Dean, Enrollment Services
Enrollment and Student Services
Effective June 17, 2018

RESOLUTION NO. FY2018-235-1

Stephen Hetherington
Director, Public Safety
Public Safety
Effective June 17, 2018

Vanessa O'Brien-McMasters
Dean, Academic Operations, Acting
Academic Affairs
Effective June 17, 2018

Leaves

Lisa Bright
Administrative Assistant
Academic Affairs
Effective April 4, 2018 – May 7, 2018

Ivis Quann
B Secretary
Academic Affairs
Effective March 15, 2018 – September 15, 2018

Government Services Division

Reassignments/Transfers

Aaric Hawkes
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective June 4, 2018

Daniel Hurff
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective June 4, 2018

Joseph Pisani
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective June 4, 2018

Denise Williams
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective June 4, 2018

Separations

Alexander Ruiz
Campus Safety Officer
Public Safety
Effective April 29, 2018

Emily Solinski
Campus Safety Officer
Public Safety
Effective May 1, 2018

RESOLUTION NO. FY2018-235-1

Xavier Williams

Campus Safety Officer
Public Safety
Effective May 10, 2018

Leaves

Leonard Butler

Campus Safety Officer
Public Safety
Effective May 1, 2018 – July 24, 2018

Jonathan Leypoldt

Mechanic's Assistant
Facilities
Effective May 14, 2018 – June 24, 2018

John Sesko

Mechanic's Assistant
Facilities
Effective May 14, 2018 – July 16, 2018

Credentials Summary

James Palmer	<p>B.A., Eastern University A.A., Camden County College</p> <p>Mr. Palmer worked for Loyola University as a Lead Technical Analyst. He also worked for American University as a Senior Application Specialist.</p>
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