

**Public Hearing on the Fiscal 2020 Final Operating and Capital Budgets
and Tuition and Fee Schedule**

John T. Hanson, Chair, called the May 7, 2019 public hearing on the FY 2020 Camden County College Operating and Capital Budgets and Tuition and Fee Schedule to order at 7:00 PM in the Board Room, Otto R. Mauke Community Center, Blackwood Campus.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this public hearing had been published via advertisement in the *Courier Post* on April 29, 2019.

Board Members Present: Susan R. Croll, Karen S. Halpern, John T. Hanson, Anthony J. Maressa, S. Jay Mirmanesh, Jessica R. Stewart, Helen Albright Troxell, Judith Ward, Khyia L. Ward, and Brett Wiltsey.

Board Members Absent: Annette Castiglione and Dr. Lovell Pugh-Bassett.

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; Jacqueline Beamen, Assistant Professor II, English; Claire Berger, Assistant Professor II, English; James Canonica, Executive Dean of Enrollment and Student Services; David Edwards, Executive Vice President for Academic and Student Affairs; Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Lewis Levinson, IT Technician; Marilyn Paredes, Student; Jack Pesda, Professor of History and Political Science; Jack Post, Chief Information Officer; John Schuck, Associate Director of Public Safety; and Jacqueline Tenuto, Assistant Dean, Student Development and Support.

FY2020 Operating & Capital Budgets - Ms. Antonakakis presented a brief PowerPoint presentation on the FY2020 Operating and Capital Budgets and noted that a comprehensive overview had been provided to the Academic and Student Affairs and the Business Affairs, Audit, and Campus Development Committees at their April meetings. The FY2020 operating budget totals \$63,740,000 which is a 2.8% increase over the FY2019 year-end projected budget. Revenue assumptions include: enrollments to decrease by 10,312 credits (5%); State aid projected to decrease from \$9,304,075 to \$9,200,000; County funding to increase by \$1,161,144 for a total of \$11,650,000; and no increase in tuition or fees. Miscellaneous revenues are projected to increase as a result of carry-over revenue of \$1.2 million from FY2016, growth in the College's Gateway to College program in Camden, an increase in investment revenue, and an increase in rental revenues.

Budget cost impacts consist of: \$738,304 in new initiatives linked to the College's Strategic Plan which will be funded through the reallocation of funds; the elimination of debt service payment to the County for the sixth consecutive year; an increase in fringe benefits; salary contractual commitments; and maintaining the unrestricted reserve fund at its current level.

Cost control initiatives include: the continuation of hiring adjuncts and temporary part-time employees; the continuation of reviewing all vacant positions and hiring only where full-time is absolutely necessary; changing full-time positions to part-time permanent positions whenever possible; the continuation of expanding cooperative agreements with County agencies; and the reallocation of expenses to Capital and Grants where appropriate.

The FY2020 Capital Budget totals \$4,418,000 of which \$3,600,000 is included in the FY2020 Chapter 12 application for the following: Lincoln Hall renovations; Camden Campus renovations; CIM/Connector HVAC/Roofs; HVAC connection and control systems; concrete, asphalt and sealing repairs; College-wide restroom upgrades; Madison Hall boiler upgrades; and a nursing lab. The remaining money in the Capital Budget (\$818,000) will be funded by the County and will be used to fund projects directly linked to the College's Strategic Plan.

Ms. Antonakakis also presented revisions to the tuition and fee schedule which included changes to the payment plan installment fee structure, the deletion of courses no longer offered, the addition of new courses, and changes in fees for courses offered by Our Lady of Lourdes School of Nursing.

Mr. Hanson acknowledged the tremendous amount of financial support the College has received from the County of Camden in order to keep tuition level for the past several years.

Public Testimony

None.

Adjournment

Motion made by Mr. Wiltsey and seconded by Ms. Troxell to adjourn the public hearing. The public hearing ended at 7:17 PM.

Respectfully Submitted,

Anthony J. Maressa, Secretary

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May 7, 2019

John T. Hanson, Chair, called the **May 7, 2019** regular meeting of the Board of Trustees of Camden County College to order at **7:17 PM** in the Board Room in the Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey.

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

Board Members Present: Susan R. Croll, Karen S. Halpern, John T. Hanson, Anthony J. Maressa, S. Jay Mirmanesh, Jessica R. Stewart, Helen Albright Troxell, Judith Ward, Khyia L. Ward, and Brett Wiltsey.

Board Members Absent: Annette Castiglione and Dr. Lovell Pugh-Bassett.

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; Jacqueline Beamen, Assistant Professor II, English; Claire Berger, Assistant Professor II, English; James Canonica, Executive Dean of Enrollment and Student Services; David Edwards, Executive Vice President for Academic and Student Affairs; Jacqueline Galbiati, Vice President for Institutional Effectiveness, Advancement and Strategic Initiatives; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Lewis Levinson, IT Technician; Marilyn Paredes, Student; Jack Pesda, Professor of History and Political Science; Jack Post, Chief Information Officer; John Schuck, Associate Director of Public Safety; and Jacqueline Tenuto, Assistant Dean, Student Development and Support.

Minutes of Meeting

Motion made by Ms. Ward and seconded by Ms. Stewart to accept the minutes of the April 2, 2019 regular meeting as presented. **Motion** carried unanimously.

Public Comment

Dr. Pesda addressed the Board regarding upcoming events at The Center and thanked them for their support throughout the year.

President Borden introduced student Marilyn Paredes, winner of this year's Charles Holcombe Essay Contest. President Borden then introduced Professor Jacqueline Beamen who provided an overview of the selection process for this annual contest. Professor Beamen further introduced Ms. Paredes'

instructor, Professor Claire Berger, and credited Professor Berger for providing Ms. Paredes with the outstanding instruction that helped guide her writing. Professor Beamen noted that Ms. Paredes is Professor Berger's twelfth Holcombe award winner.

Ms. Paredes then briefly addressed the Board and explained the premise upon why she chose the topic for her essay entitled, *The Holocaust: The True Culprits*, a copy of which had been provided to the members of the Board in advance of the meeting.

On behalf of the Board, Ms. Croll extended congratulations to Ms. Paredes and commended her on the quality of her essay.

President's Report

Mr. Borden presented video highlights of recent events including:

- World Cultures Day event held on April 2, 2019;
- the Kappa Delta Pi Induction Ceremony on April 4, 2019;
- the Blackwood Campus Open House on April 6, 2019;
- Presentation by Freeholder Carmen Rodriguez on April 24, 2019 of a proclamation declaring April as Community College Month;
- Video Game Night on April 30, 2019;
- the Police Academy Corrections Officer Graduation Ceremony on May 3, 2019; and
- a listing of the following upcoming events:
 - Dental Pinning Ceremony on May 14
 - Foundation Scholarship Reception on May 15
 - Commencement Rehearsal on May 16
 - Student/employee barbecue on May 16
 - Our Lady of Lourdes School of Nursing Graduation Ceremony on May 16
 - Academic Awards Ceremony on May 16
 - Commencement on May 17.

Mr. Border further presented the following highlights from his written report (see attachment **4881A**):

- Lisa Zappetti (Early Childhood Education) recently received her Ed.D. in Educational Leadership and Policy Studies from the George Washington University Graduate School of Education and Human Development. Her dissertation is entitled, "Teach for America Corps Members' Perceptions of Classroom Self-Efficacy."
- Tom Murray presented two, animated music videos he co-directed and animated at the 6th Annual Philadelphia Independent Animators Festival on February 17.

- Gregory Brellochs had work selected for the exhibition, 'Works on Paper II,' at the Da Vinci Art Alliance in Philadelphia. Greg also received a Juror's Award from Tyler School of Art at Temple University's Professor Emeritus, Rochelle Toner, for his work.
- Jaime Vona, Adjunct Professor in the Psychology Department, received the Excellence Award from the National Institute for Staff and Organizational Development. The award recognizes those who have demonstrated an outstanding commitment and contribution to their students and colleagues. Professor Vona was nominated as part of the NISOD organization through the Teaching and Learning Center.
- The Division of Enrollment and Student Services hosted the annual High School Counselors' Breakfast on Thursday, March 28th. Thirty six guidance counselors and directors from twenty-five local high schools attended. The program focused on Academic Programs and Student Support Services updates and also included a student panel of current CCC students as well as recent alumnae. This event was funded by the Community College Opportunity Grant.
- The 10th annual 'Suit Yourself Drive' took place in March. This annual drive solicits donations of new or gently worn business apparel for students needing appropriate clothing to wear to an upcoming job interview. Many faculty and staff generously donated to this event, organized by Jacqueline Beamen. The event was advertised in conjunction with the spring Job Fair that took place on April 18, so students could use the Suit Yourself event to procure an outfit to meet potential employers at the job fair.
- Each year the EOF Board of Directors and the Office of the Secretary of Higher Education invite campuses to identify graduating EOF students who have demonstrated exceptional achievement during their college careers. This year, we have fifteen awardees and our EOF staff escorted nine of them to the recognition ceremony at Fairleigh Dickenson University on April 5th.

Grants, Contracts & Gifts

Mr. Wiltsey presented the following resolution that was recommended for approval by the Business Affairs, Audit, and Campus Development Committee:

Resolution #149 – authorizing the application, acceptance and submission of any budget amendment required for the purpose of managing the FY2020 allocation of the Carl D. Perkins Career and Technical Education Improvement Grant.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2019-149 (see attachment **4881B**). **Motion** carried unanimously.

Academic & Student Affairs Committee

Ms. Croll presented a report from the Academic and Student Affairs Committee with two information items.

Academic Program Review: History/Philosophy/Political Science – Ms. Croll stated that Dean Michael Nester and Professor Donnie Hughes presented a detailed report to the Committee on the Academic Program Review of the History/Philosophy/Political Science Department. Dean Nester and Professor Hughes provided information on the identified areas of concern related to efficiency, success rates and enrollment. Recommendations to address each area of concern were also discussed. This was an information item and no action was necessary.

Discussion Pertaining to 60-Credit Requirement by the State of New Jersey - Ms. Croll advised that Dr. Edwards and President Borden discussed the impact that the State-mandated 60-credit curriculum requirement has had on General Education requirements, especially in technology competency. As a result, the Committee reviewed and approved the following statement:

The Academic and Student Affairs Committee affirms Camden County College's compliance with the New Jersey Council of County Colleges' General Education Foundations for AA, AS, AAS and Certificate programs. In particular, the Committee affirms technology competency demonstrated by students enrolled in required English, mathematics, science and program-specific coursework. Such competency is assessed from within the student learning outcomes for each subject area.

This was an information item and no action was necessary.

Business Affairs, Audit & Campus Development Committee

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

Resolution #150 – Mr. Wiltsey stated that this resolution adopts the FY2020 operating and capital budgets and authorizes a meeting of the Board of School Estimates for the purpose of action on these budgets, as outlined during tonight's public hearing.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2019-150 (see attachment **4881C**). **Motion** carried unanimously.

Resolution #151 –Mr. Wiltsey said that this resolution authorizes the Chapter 12 funding in the amount of \$3,600,000 for the following: Lincoln Hall Renovations; Camden Campus Renovations; CIM/Connector Building HVAC/Roofs; HVAC Connection and Control Upgrades; Building Services Contract for Concrete, Asphalt and Sealing; College-wide Restroom Assessment and Upgrades;

Madison Hall Boiler Upgrades; and a Nursing Lab. Mr. Wiltsey noted that this resolution further authorizes the application to the Board of School Estimate, the County and State for the approval and bonding of the Fiscal Year 2020 Chapter 12 funding necessary to complete these projects.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2019-151 (see attachment **4881D**). **Motion** carried unanimously.

Resolution #152 & #153 – Mr. Wiltsey stated that Resolution FY2019-152 amends language contained in Board Policy #427, as well as changes to Schedule A consisting of the updating of course fees, the addition of new courses, and deletion of courses no longer offered effective as of fall 2019. Resolution FY2019-153 approves the revised Board of Trustees Policy #435 – Non-Credit Tuition and Fees – as included in the packet.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution numbers FY2019-152 and 153 (see attachment **4881E**). **Motion** carried unanimously.

Resolution #154 –Mr. Wiltsey said that this resolution authorizes an increase in fees for The Center from \$30 to \$45 per mini-course and from \$75 to \$100 for a season unlimited subscription.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution FY2019-154 (see attachment **4881F**). **Motion** carried unanimously.

Resolution #155 –Mr. Wiltsey said that this resolution authorizes the College to accept funds for the evaluation of the International Center for Assault Prevention program from the Porticus Foundation in the amount of \$74,997.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2019-155 (see attachment **4881G**). **Motion** carried unanimously.

Resolution #156 –Mr. Wiltsey said that this resolution authorizes the College to utilize any of the prequalified architectural and engineering professionals included in the packet based on the publicly advertised RFP done on behalf of the County and the College for contracts from April 1, 2019 to March 31, 2020.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-156 (see attachment **4881H**). **Motion** carried unanimously.

Resolution #157 –Mr. Wiltsey said that this resolution authorizes the College to enter into a non-fair and open contract with Unum for long-term care benefits for a term of August 1, 2018 through

December 31, 2021 at an approximate cost of \$26,400 per year (\$18,000 College funds and \$8,400 employee contributions).

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2019-157 (see attachment **4881I**). **Motion** carried unanimously.

Resolution #158 –Mr. Wiltsey said that this resolution awards a two-year non-fair and open contract to Educational Computer Systems, Inc. T/A Heartland Campus Solutions ESCI for the RecoverySelect Solution to increase retention by offering payment plan options for students with past due balances for a term of May 8, 2019 through April 30, 2021 in the anticipated total amount of \$200,000.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2019-158 (see attachment **4881J**). **Motion** carried unanimously.

Resolution #159 –Mr. Wiltsey said that this resolution awards a two-year non-fair and open contract to Ellucian Company LP, d/b/a Ellucian Support, Inc. to provide licensing, service and support for student system software including Colleague @, WebAdvisor, Envision and Payment Center, and related supporting products for a term of July 1, 2019 through June 30, 2021 in the estimated total two-year contract amount of \$852,000.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-159 (see attachment **4881K**). **Motion** carried unanimously.

Resolution #160 –Mr. Wiltsey said that this resolution awards a non-profit contract to The College Board for the Accuplacer test instrument for a term of September 1, 2019 through August 31, 2021 in the anticipated two-year contract amount of \$240,000.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2019-160 (see attachment **4881L**). **Motion** carried unanimously.

Resolution #161 –Mr. Wiltsey said that this resolution authorizes the negotiation of an agreement with Seton Hall University for the purpose of offering an Executive Master of Arts/Education Specialist Program degree at the William G. Rohrer Center for a flat rate fee of \$50,000 for each two-year cohort to offset the cost of administering the program.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2019-161 (see attachment **4881M**). **Motion** carried unanimously.

Resolution #162 –Mr. Wiltsey said that this resolution authorizes the negotiation of a shared services agreement and facilities use license with Rutgers University’s Division of Continuing Studies for a term of July 1, 2019 through June 30, 2020 at a total rate of \$48,462 for 1,585 square feet of space in rooms 301 and 203 in the CIM building.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution FY2019-162 (see attachment **4881N**). **Motion** carried unanimously.

Resolution #163 –Mr. Wiltsey said that this resolution authorizes a new, expanded agreement with the Young Adolescents Learning Experience (YALE) School for the S9P Program for 2019-2020, the details of which were included in the packet. The YALE School will pay rent to the College in the amount of \$343,015.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2019-163 (see attachment **4881O**). **Motion** carried unanimously.

Sustainability @ CCC – Mr. Wiltsey advised that Mr. Kukainis provided a detailed overview to the Committee on the initiatives undertaken by the College’s Green Team. Sustainability Goals for the College were discussed, accomplishments by the team during the past several years were reported, and additional details were included in the packet.

This was an information item and no action was necessary.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2019-164 through 171**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2019-164 through 171 (see attachment **4881P**). **Motion** carried unanimously.

Personnel

Mr. Borden presented **Resolution FY2019-172**- Personnel Actions, dated May 7, 2019.

Motion made by Mr. Hanson and seconded by Mr. Wiltsey approving Resolution FY2019-172 (see attachment **4881Q**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Adjournment

Motion to adjourn the meeting made by Ms. Ward and seconded by Ms. Stewart. **Motion** carried unanimously. The meeting adjourned at 7:46 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

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President's Report

Student Success

Phi Theta Kappa raised \$341 for the Marketplace Food Pantry on March 12. More than twenty-five PTK members and students volunteered their time, three merchants provided food in exchange for donations and several students provided baked items. An extended awareness of the Food Pantry was made throughout the College.

Jennifer Hoheisel and Nancy Raftery, Co-Directors of the Honors Program, accompanied Honors Program students on a trip to New York City on March 29. For many of these students, it was their first trip to NYC! The students visited many attractions such as the Metropolitan Museum of Art, The Morgan Library Museum and the 9/11 Museum. These trips provide social interaction, cultural enrichment, opportunities for advisement and experiences that enhance classroom learning.

The CCC chapter of the education honor society, Kappa Delta Pi, held its annual Literacy Alive event on March 29th with 2nd graders from Lindenwold School #4. The students participated in a morning of reading activities and craft stations centered on an "Under the Sea" theme. The children decorated seashells and colored their new visors! The education students read to the students and provided a pizza lunch. Each Lindenwold student left with several new books!

Honors Program student, Olivia Prouse, presented "The Impact of Social Media Influencers in the Arena of American Politics" at the Northeast Regional Honors Council Conference in Baltimore. She submitted a proposal which was reviewed and selected in a competitive process. Her presentation generated a spirited, academic discussion. She was accompanied by Jennifer Hoheisel.

One hundred and seventy new members were accepted into our local chapter of the Phi Theta Kappa Honor Society on April 10th. Seventy members and their families attended the ceremony in the Dennis Flyer Theater.

Kappa Delta Pi, inducted fifteen new members into our local chapter of this education honor society on April 4 in Civic Hall.

Faculty and Staff News

Lisa Zappetti (Early Childhood Education) recently received her Ed.D. in Educational Leadership and Policy Studies from the George Washington University Graduate School of Education and Human Development. Her dissertation is entitled, "Teach for America Corps Members' Perceptions of Classroom Self-Efficacy."

Tom Murray presented two, animated music videos he co-directed and animated at the 6th Annual Philadelphia Independent Animators Festival on February 17.

Gregory Brellochs had work selected for the exhibition, 'Works on Paper II,' at the Da Vinci Art Alliance in Philadelphia. Greg also received a Juror's Award from Tyler School of Art at Temple University's Professor Emeritus, Rochelle Toner, for his work.

Jaime Vona, Adjunct Professor in the Psychology Department, received the Excellence Award from the National Institute for Staff and Organizational Development. The award recognizes those who have demonstrated an outstanding commitment and contribution to their students and colleagues. Professor Vona was nominated as part of the NISOD organization through the Teaching and Learning Center.

Outreach

The Division of Enrollment and Student Services hosted the annual High School Counselors' Breakfast on Thursday, March 28th. Thirty six guidance counselors and directors from twenty-five local high schools attended. The program focused on Academic Programs and Student Support Services updates and also included a student panel of current CCC students as well as recent alumnae. This event was funded by the Community College Opportunity Grant.

The College hosted Open House on April 6. The event brought our academic and student services areas together to showcase all the offerings of the College. Attendance for the event was up - 310 people compared to 250 last year. Students were able to speak with faculty and staff from our academic programs and learn what each program can offer educationally and career-wise. The day was highlighted by tours and demonstrations in Halpern Hall, CIM Center, Lincoln Hall and Truman Hall so prospective students and their families could get hands-on experiences. Taft Hall featured representatives from student services showcasing our support services for students. Breakout sessions were offered on the topics of 'How to Enroll at the College,' 'Paying for College' and 'Choosing the Right Pathway' presented by ESS staff. The day was a successful collaboration among all the areas of the College. Families were very impressed with the day and complimented the professionalism of all involved.

Student Support Services

Camden County College was presented with a proclamation by Freeholder Carmen Rodriguez marking April as Community College Month during the Spring Fling at the Blackwood Campus. Spring Fling was also held in Camden and Cherry Hill.

The 10th annual 'Suit Yourself Drive' took place in March. This annual drive solicits donations of new or gently worn business apparel for students needing appropriate clothing to wear to an upcoming job interview. Many faculty and staff generously donated to this event, organized by Jacqueline Beamen. The event was advertised in conjunction with the spring Job Fair that took place on April 18, so students could use the Suit Yourself event to procure an outfit to meet potential employers at the job fair.

Each year the EOF Board of Directors and the Office of the Secretary of Higher Education invite campuses to identify graduating EOF students who have demonstrated exceptional achievement during their college careers. This year, we have fifteen awardees and our EOF staff escorted nine of them to the recognition ceremony at Fairleigh Dickenson University on April 5th.

Athletics

Sophomore Kristen Cosgrove became the all-time Lady Cougars Softball career hits record holder when she collected the 100th hit of her career on April 27 against Luzerne County Community College.

On April 9, 11 high school seniors signed their NJCAA National Letter of Intent to attend and compete for CCC Wrestling this fall. The signing took place in the Papiano Gym in front of their families and coaches.

The CCC Track and Field Team competed in their first meet in more than thirty-five years at Rowan University on April 5.

Upcoming Events

May 14 Dental Pinning

May 15 Foundation Scholarship Reception

May 16 Graduation Rehearsal and BBQ

May 16 OLOL Nursing Graduation

May 16 Academic Awards Ceremony

May 17 Commencement

May 21 Camden City Campus Open House

Donald Borden
President

RESOLUTION NO. FY2019-149

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO APPLY FOR AND ACCEPT THE GRANT AWARD AND ANY BUDGET AMENDMENTS REQUIRED FOR THE FY2020 CARL D. PERKINS CAREER AND TECHNICAL EDUCATION IMPROVEMENT GRANT

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and the College has received notice of a grant award namely, the Carl D. Perkins Career and Technical Education Improvement Grant Award, Federal Award Identification Number (FAIN): V048A170030 for **FY2020**; in the estimated amount of **\$885,290**, and

WHEREAS, The Carl D. Perkins Career and Technical Education Improvement Act of 2006 emphasizes local accountability for yearly results, program improvement, increased coordination within the CTE system, stronger academic and technical integration, connections between secondary and postsecondary education, and stronger links to business and industry; and

WHEREAS, the purposes and objectives of the Carl D. Perkins Career and Technical Education Improvement Act of 2006 are consistent with the mission of the College; and

WHEREAS, it is required that a budget amendment be submitted when the sum of all changes to the award exceeds 10% of the total award and/or requests to purchase equipment other than those items approved in the original grant application occur;

WHEREAS, the drawing down of the funds on the aforementioned grant requires that the Board approve the application and accept the award: and,

WHEREAS, this budget application and amendment request has been reviewed and endorsed by Dr. David Edwards, Executive Vice President for Academic and Student Affairs.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby apply for and accept the FY2020 award of the Carl D. Perkins Career and Technical Education Improvement Grant; and

BE IT FURTHER RESOLVED that it hereby approves the submission of any budget amendment required for the purpose of managing the FY2020 Carl D. Perkins Career and Technical Education Improvement Grant and that the proper officers of Camden County College are hereby authorized to sign and execute such contracts, or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes the application, acceptance and submission of any budget amendment required for the purpose of managing the FY2020 allocation of the Carl D. Perkins Career and Technical Education Improvement Grant.

May 7, 2019

RESOLUTION NO. FY2019-150

RESOLUTION ADOPTING FY2020 OPERATING AND CAPITAL BUDGETS

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, the College requires an annual operating budget; and

WHEREAS, The administration has prepared an operating budget for FY2020 and presented such to the Academic Affairs Committee and Business Affairs Audit and Campus Development Committee on April 23 & 25, 2019 respectively; and

WHEREAS, the proposed operating budget for FY2020, is \$63,740,000 which represents a 2.8% increase from the FY2019 year-end projected budget of \$61,922,931; and

WHEREAS, the grand total of the capital budget for FY2020, is \$4,418,000 of which \$3,600,000 is included in the FY2020 Chapter 12 application; and

WHEREAS, the Business Affairs, Audit and Campus Development Committee has approved the operating budget and capital budget and recommended adoption by the full Board of Trustees;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves and adopts the FY2020 operating budget as proposed in the amount of \$63,740,000 and the FY2020 capital budget as proposed in the amount of \$4,418,000 of which \$3,600,000 is included in the FY2020 Chapter 12 application; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to file the budgets 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, including authorization to publically advertise, schedule and conduct a meeting of the Camden County Board of School Estimates for the purpose of action on the FY2020 operating and capital budgets.

SUMMARY STATEMENT

This resolution adopts the FY2020 operating and capital budgets and authorizes a meeting of the Board of School Estimates for the purpose of action on these budgets.

May 7, 2019

RESOLUTION NO. FY2019-151

**RESOLUTION OF THE BOARD OF TRUSTEES OF CAMDEN COUNTY COLLEGE
APPROVING CHAPTER 12 FINANCING FOR THE LINCOLN HALL
RENOVATIONS; CAMDEN CAMPUS RENOVATIONS; CIM/CONNECTOR
BUILDING HVAC AND ROOFS; HVAC CONNECTION AND CONTROL
UPGRADES; BUILDING SERVICES FOR CONCRETE, ASPHALT AND
SEALING; COLLEGE-WIDE RESTROOM ASSESSMENT AND UPGRADES;
MADISON HALL BOILER UPGRADES; NURSING LAB**

WHEREAS, N.J.S.A. 18A-64A-17 requires Camden County College (the "College") to submit an itemized statement of the amount of money estimated to be necessary for the operation and capital outlay for the coming year to the Camden County Board of School Estimate ("BSE"); and

WHEREAS, the Board of Trustees of the College (the "Board") examined the need for capital improvements on the land owned by the College located in the township of Gloucester, Camden County, New Jersey (the "Blackwood Campus"); and

WHEREAS, The Board determined it necessary to make certain capital improvements on the Blackwood Campus to enable the College to continue to deliver an excellent education to the residents of the County of Camden in an efficient and cost effective manner; and

WHEREAS, the Board determined it necessary to approve the capital projects and plans for the necessary improvements and infrastructure maintenance and upgrades necessary to ensure the mission of the institution; and

WHEREAS, the Board has accordingly authorized the renovation of Lincoln Hall; and

WHEREAS, the Board has accordingly authorized the renovation and HVAC repairs/replacement of the Camden campus; and

WHEREAS, the College needs to make HVAC and roof repairs to the CIM and Connector buildings; and

WHEREAS, the College needs to make HVAC connection and control upgrades throughout the Blackwood campus; and

WHEREAS, the College needs to contract for services to address concrete, asphalt and sealing repairs; and

WHEREAS, the College needs to perform a College-wide restroom assessment and upgrades at the Blackwood campus; and

WHEREAS, the College needs to replace existing boiler with new condensing boilers in Madison Hall; and

WHEREAS, the College needs to convert once classroom into a Nursing lab in Halpern Hall; and

WHEREAS, the additional funding presently available in Chapter 12 funding is \$3,600,000; and

May 7, 2019

RESOLUTION NO. FY2019-151

WHEREAS, the financing of this year's Chapter 12 funding for the Projects requires the consent and approval of the BSE;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CAMDEN COUNTY COLLEGE, as follows:

1. The Board hereby approves a request for funds in an amount of \$3,600,000 to be used for the projects described above; and
2. The Board hereby approves and authorizes the funds approved hereby to be used alone or in conjunction with other funds of the College, or other funds to be secured in the future by the College; and
3. The Board hereby approves and authorizes the projects described above; and
4. The Board hereby authorizes the reimbursement of any expenditures made by the College in furtherance of these authorized projects or costs of bonding done in advance of the Bonds issued to finance these projects to the extent permitted by the BSE, County, and the law; and
5. The Board hereby authorizes submission of the proposed additional financing of the Project to the BSE for its approval; and
6. The President of the College or his designee is hereby authorized to provide to the BSE such documentation as may be required or necessary to obtain the approval of the additional Project financing from the BSE; and
7. The Board hereby requests approval from the Board of School Estimate of the additional financing of the Project in an amount not to exceed \$3,600,000; and
8. The President of the College, the Chairman of the Board, the Secretary of the Board and the Treasurer of the Board are each hereby individually and/or severally authorized and directed to execute and deliver, in the name of the College and on its behalf such certificates and other ancillary documents and instruments as may be necessary or desirable to effectuate the purpose of this Resolution and all matters related thereto.

SUMMARY STATEMENT

This Resolution authorizes the Chapter 12 funding in the amount of \$3,600,000 for Lincoln Hall Renovations, Camden Campus Renovations, CIM/Connector Building HVAC/Roofs; HVAC Connection and Control Upgrades; Building Services Contract for Concrete, Asphalt and Sealing; College-wide Restroom Assessment and Upgrades; Madison Hall Boiler Upgrades; Nursing Lab.

It also authorizes the application to the Board of School Estimate, the County and State for the approval and bonding of the Fiscal Year 2020 Chapter 12 Funding necessary to complete these projects. To the extent that the Resolution does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-152

RESOLUTION AMENDING POLICY #427 - CREDIT TUITION & FEES

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 take actions governing Camden County College; and

WHEREAS, pursuant to the Higher Education Restructuring Act of 1994, N.J.S.A. 18A:3B-6(c), the Board of Trustees is specifically empowered to set tuition and fees; and

WHEREAS, in accordance with the Higher Education Restructuring Act of 1994, N.J.S.A. 18A:3B-6(c), a public hearing was conducted by the Board of Trustees on May 7, 2019 on proposed updates in the College's fees; and

WHEREAS, the College's schedule of tuition rates and fees is included in College Policy #427, Schedule A and any changes to such schedule shall take the form of an amendment to Policy #427, Schedule A; and

WHEREAS, the administration reviewed the course fees currently in Policy #427, Schedule A in order to update fees, add new courses and delete courses no longer offered; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby authorizes an amendment to Policy # 427, Schedule A of said policy thereby approving the updating of course fees and the addition of new courses and deletion of courses no longer offered.

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to take any and all appropriate actions to enact such updates, additions, deletions and incentive offerings.

SUMMARY STATEMENT

This resolution amends Policy #427, Schedule A, the updating of course fees and the addition of new courses and deletion of courses no longer offered effective as of fall 2019.

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 1	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May, 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

Purpose

To assess tuition and fees for credit courses.

Scope

1. **Procedure for Adoption of Revisions to Tuition/Fee Schedule and for Adoption of Overall College Budget**

- (a) Public Hearing. Prior to adoption of a revision to the College's tuition or fee schedule, or prior to delivery of the overall College budget to the Board of School Estimate pursuant to N.J.S.A 18A: 64A-17, the Board of Trustees shall conduct a public hearing so that an opportunity to be heard will be afforded those members of the community wishing to address the proposed tuition/fee revisions or budget. The public hearing may be scheduled to occur during a previously scheduled public meeting of the Board of Trustees.
- (b) Notice. Not less than seven (7) days in advance of any public hearing scheduled under subsection (a), the recording secretary of the board shall give notice of the hearing by mailing a copy of the Notice of Public Hearing to at least one of the official newspapers for the College.

2. **Schedule of Credit Tuition and Fees**

The current College tuition and fee rates applicable to full and part-time students are set forth in ~~a~~ Schedule A. To partially recover costs not paid for by the student's county and state of residence, out-of-county students not enrolled under chargeback certification, and out-of-state students are required to pay the applicable Differential Fee listed on Schedule A in addition to tuition. There is no capitation on per credit tuition and fee charges on Schedule A and the charges are applicable to all credits for which the student is registered.

3. **Senior Citizen Rates**

Persons who are 65 years of age or older, will be permitted to enroll in regularly scheduled credit courses without payment of any tuition charges, provided that available classroom space permits and that tuition paying students constitute the minimum number required for the course. Senior citizens will be required to pay all laboratory fees, general service fees, applicable late fees, facility fee, books and other fees listed on Schedule A. Seniors may register beginning the day prior to the start of the term and must do so in person.

4. **National Guard Tuition Waiver**

Members of the New Jersey National Guard and their surviving spouses and children will be permitted to enroll in regularly scheduled credit courses, without payment of any tuition charges pursuant to the provisions of N.J.S.A. 18A:62-24– 8A:62-25.1. However, students enrolled under a New Jersey National Guard tuition waiver will be required to pay all laboratory fees, general service fees, late fees, facility fee, books and other fees listed on Schedule A.

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Camden County College
Board of Trustees Policy

Subject:	Number: 427	Page 2	Of 212
Credit Tuition and Fees	Date: May 1, 2018 May 7, 2019		
	Supersedes: May, 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

In order to remain eligible for participation in the course(s), the student shall be required to comply with financial aid satisfactory academic progress.

5. **Tuition Waiver for Eligible Participants in Job Training Programs**

A person who has been in the labor market for at least two years and is unemployed or has received a layoff notice as a result of a factory or plant closing will be permitted to enroll without payment of tuition in a job training credit course, pursuant to the provisions of N.J.S.A. 18A:64-13.2– 8A:64-13.4. Students are still responsible for paying laboratory fees, general service fees, late fees, facility fee, books and other fees listed on Schedule A. The Tuition Waiver program is available to Camden County Residents. NJ residents who live outside of Camden County may use the waiver only if their home county community college does not offer the courses that they are taking.

Any individual participating in the job-training course(s) who obtains employment subsequent to the commencement of the semester, shall be permitted to complete the semester in progress as a participant in the program.

In order to remain eligible for participation in this tuition waiver program, the student shall be required to comply with the requirements of financial aid satisfactory academic progress.

6. **Tuition-Free Enrollment for Certain Fire Volunteers and Family Members**

A person who is an active member in good standing of a volunteer fire company or volunteer first aid or rescue squad or association and the dependent children and spouse of a volunteer shall be allowed to enroll for credit courses on a tuition-free basis in an amount not to exceed \$600 per year and a combined maximum of \$2,400 for the member, children and spouse pursuant to the provisions of N.J.S.A.

18A:71-78.1 – 18A:71-78.4. Students are still responsible for paying laboratory fees, general service fees, late fees, facility fee, books and other fees listed on Schedule A.

7. **Financial Incentives for Community**

Camden County Chamber of Commerce Employees & Members will receive 1/3 off tuition. Must take at least 3 credits. Students are still responsible for paying laboratory fees, general service fees, late fees, facility fees, books and other fees listed on Schedule A.

8. **Incentives for High School Students**

Includes all high schools – public and private (approximately 35).

High school guidance office will select one (1) student per high school that has shown improvement 50% tuition (after financial aid award) for two (2) years; must maintain 2.5 GPA with 15 credits.

First year funded by the College; second year funded by the foundation. Students are still responsible for paying laboratory fees, general service fees, late fees, facility fee, books and other fees listed on Schedule A.

Camden County College
Board of Trustees Policy

Subject:	Number: 427	Page 3	Of 212
Credit Tuition and Fees	Date: May 1, 2018 May 7, 2019		
	Supersedes: May, 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

9. **Payment of Tuition/Fees**

- (a) *Priority/Early Registration.* “Priority/Early Registration” is available for currently registered students who register prior to the beginning of open registration. In order to avoid cancellation of priority/early registration, students must make a payment in full, ~~have pending financial aid or 3rd party sponsorship~~ or elect the installment plan and make the appropriate payment of all tuition and fees by the dates established by the College for priority/early registration.
- (b) *Open Registration.* Students registering during the open registration period must make payment in full or elect the installment plan and make the appropriate payment of all tuition charges and other fees at the time of registration.
- (c) *Method of Payment.* Payment may be made online, by mail, by phone, by fax or in person. Payment of tuition charges and other fees may be made by cash, check, money order, Visa, MasterCard, Discover and American Express.
- (d) *Installment Payment Plan.* Students may elect an installment payment plan. Plan options and applicable fees are listed in Schedule A. When students or authorized users enroll in a plan, the plan agreement includes language and financial information included in standard closed-end disclosures for lending. This disclosure information informs users of the amounts, dates, and terms. When an enrolled user’s plan amounts increase as a result of recalculation, a new disclosure statement is sent. Agreements and disclosures are archived for a minimum of two years after the student becomes inactive.
- (e) *Registration Voided.* Registration is not complete until all tuition and fees are paid or college-approved payment arrangements have been made. Prior to the start of the semester, failure to pay tuition and fees when due, or to make approved payment arrangements, as well as payment with checks returned for insufficient funds, will result in the voiding of the student’s registration.
- (f) *Withholding Grade and Transcript.* Grade reports and transcripts will not be released until the student’s account balance is brought current.

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10. **Tuition Refund Upon Drop/Withdrawal.**

A full refund (100%) of tuition and fees ~~paid-billed~~ will be made to students filing official drops with the appropriate College office prior to the first day of the session in which the courses are scheduled. A fifty-percent (50%) refund of tuition and fees paid will be made to students filing official drops with the appropriate College office on or after the first day of the start date of the session in which the courses are scheduled and by the end date of the schedule adjustment period of the session in which the courses are scheduled. No refund will be made for withdrawals after the last day to drop for each

Camden County College
Board of Trustees Policy

Subject:	Number: 427	Page 4	Of 212
Credit Tuition and Fees	Date: May 1, 2018 May 7, 2019		
	Supersedes: May, 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

session. Refunds to financial aid programs will be made according to applicable regulations of the programs.

11. **Chargeback**

The Chargeback to a sending county for attendance of non-resident students admitted pursuant to N.J.S.A. 18A:64-23 shall be determined in accordance with said statute.

12. **Residency**

Permanent residents of Camden County and nursing school students are entitled to the in-county tuition rate. All others must pay the higher out-of-county or out-of-state or out-of-country tuition rates listed on Schedule A. To qualify as a county resident, a student must meet the requirements of N.J.A.C. 9A:5-1 regarding state residency and domicile. In addition, a student must have permanent residency in the county before first enrolling at the College, as certified by the student upon registration.

United States military personnel and their dependents who are living in New Jersey and enrolled at the College shall be regarded as residents of New Jersey for the purposes of determining tuition.

13. **Collection Agency**

Student accounts that remain delinquent after 360 days after the end of the last semester of registration will be sent to a collection agency after appropriate notices to the students. Selection of the collection agency services will be through a competitive process conducted at least every two years.

~~Student accounts that are still delinquent after one post-enrollment semester of in-house collection efforts will be sent to a collection agency after appropriate notice to the student. Selection of the collection agency services will be through a competitive process conducted at least every two years.~~

Students will be responsible for paying in full past due balances and any collection and/or attorney's fees that may be incurred by or on behalf of Camden County College to satisfy the student's financial obligations.

Authority

At the direction of the President, it is the responsibility of department heads to ensure compliance with College policy.

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Camden County College
Board of Trustees Policy

Subject:	Number: 427	Page 5	Of 212
Credit Tuition and Fees	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

Schedule A: Tuition and Fees
Effective Fall ~~2018~~2019

I. Tuition and Enrollment Fees

(A) Tuition			
	Camden County Resident	\$107	per credit hour
	Out-of-County Resident	\$111	per credit hour
	Out-of-State Resident	\$111	per credit hour
	Out-of-Country Resident	\$199	per credit hour
	College Now-On Campus Course	Equivalent of two credit hours tuition	
	College Now-High School Plus	\$150	flat fee
(B)	General Service Fee	\$30	per credit hour
	Facility Fee	\$7	per credit hour
(C)	Transitional Education Pathways for Students with Intellectual Disability (TEPSID) Program	\$7,000	per student/ per year
(D)	Our Lady of Lourdes Nursing Course Fees(*)		
	Course Fee: NOL-110, NOL-120, NOL-130, NOL-215, NOL-225, NOL-235	\$270	per credit hour
	Nursing Fee: NOL-120, NOL-130, NOL-215, NOL-225	\$550 670	flat fee
	Graduation Fee – NOL-225	\$200	flat fee
	Technology Fee – NOL-110, NOL-120, NOL-130, NOL-215, NOL-225, NOL-235	\$75	per semester
(E)	Lourdes Institute for Wholistic Studies (*)		
	MAS209, 211, 241, 261	\$95	per credit hour
	MAS 200, 205, 215, 220, 225, 240, 243, 250, 260	\$165	per credit hour
	MAS 255	\$275	per credit hour

(*) These fees are collected by the College on behalf of Our Lady of Lourdes. The fees are established by the school, not the College.

II. Camden County College Course Fees

(a)	Online & Hybrid Courses	\$35	per course
(b)	All Other Course Fees (see attached list)		
(c)	Hourly Instruction Charge (if applicable)	\$65	per contact hour that exceeds number of credits for course

III. Service Fees

(a)	Transcript Fee	\$10	per request
(b)	Duplicate Diploma Fee	\$22	without cover
(c)	Installment Plan Fee		
	Option 1: 6 Installments Plan Enrollment Fee Installment 1: (10%) Installment 2: (20%)	\$50 10	Installment dates will change with each fall and spring semester

Camden County College
Board of Trustees Policy

Subject:	Number: 427	Page 6	Of 212
Credit Tuition and Fees	Date: May 1, 2018 May 7, 2019		
	Supersedes: May, 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

	Installment 3: (20%) Installment 4: (20%) Installment 5: (20%) Installment 6: (10%)		
	Option 2: 5 Installments Plan Enrollment Fee Installment 2: (25%) Installment 3: (25%) Installment 4: (20%) Installment 5: (20%) Installment 6: (10%)	\$ 40 20	Installment dates will change with each fall and spring semester
	Option 3: 3-4 Installments Plan Enrollment Fee Installment 2: (50%) Installment 3: (25%) Installment 4: (25%) Installment 5: (25%)	\$ 25 30	Installment dates will change with each fall and spring semester
	Option 4: 4-3 Equal Installments Plan Enrollment Fee Installment 2: (25%) Installment 3: (25%) Installment 4: (25%) Installment 5: (25%)	\$ 30 40	Installment dates will change with each fall and spring semester
	Option 5: 2 Equal Installments Plan Enrollment Fee Installment 2: (50%) Installment 5: (50%)	\$ 20 50	Installment dates will change with each fall and spring semester
	<u>Payment Plan Fee for Past Due Balances</u>	<u>\$25</u>	<u>Per payment plan</u>
	Late Payment Fee	\$35	On all installment payments
(d)	Testing and Assessment Fees	\$25	
	Credit by Exam	\$40	
	Credit by Portfolio Assessment	\$40 plus \$10	per awarded credit
	Placement Retest	\$5 (maximum of \$15)	per test section
	Placement Score Transfer Request	\$15	per institution
	Thomas Edison Testing	\$15	
	Computerized English Comp. Makeup Final Exam	\$15	
	Distance Learning Test	\$25	
	Career Inventory Test	\$73	
	CLEP & Dantes Test	\$15	plus cost of exam
	GED Test	\$50	full battery
	GED Retest	\$10	per test
	Test of Essential Academic Skills (TEAS)	\$65	per test

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 7	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

IV.	Penalties		
(a)	Late Registration and Schedule Adjustment Fee	\$35	per schedule adjustment session
(b)	Non-Sufficient Funds Fee for Returned Checks	\$35	per occurrence
(c)	Late Payment on Installment Plan	\$35	per month
(d)	Library Fine for Overdue Items	\$0.10	per day, per item
(e)	Collection Agency Fee (Effective for accounts placed on or after 7/1/2018)	18%/20%	per placement amount
(f)	Traffic and Parking Fines for First Violation		
	Improper/No Display of Decal/Permit	\$25	
	MCV Processing Fee	\$5	
	Parking in Reserved Space	\$25	
	Improper Parking (defined)	\$25	
	Parking in Handicapped Space	\$100	
	Parking in Fire Zone	\$25	
	Careless Driving (defined)	\$25	
	Driving Off Roadway	\$25	
	Entering Controlled Area	\$25	
(g)	Smoking Policy Violation	\$25	
(h)	Littering Violation	\$25	

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 8	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

Course	Course Name	Fee Per Credit
ACC-213	Computerized Acct	\$17
ALH-105	Electrocardiography	\$17
ALH-110	Waived Laboratory Experience	\$50
ALH-115	Basic Phlebotomy Tech	\$17
ALH-116	Phlebotomy Clinical Practicum	\$42
ALH-121	Basic Skills Allied Hlth Prof	\$12
ALH-122	Certified Nurse Aide	\$42
ALH-130	Home Health Aides: Expanded	\$12
ANT-101H	Hon Gen Anthropology	\$12
ARA-101	Elementary Arabic I	\$12
ARA-102	Elementary Arabic II	\$12
ART-104	Introduction to Visual Arts	\$12
ART-121	Basic Drawing I	\$17
ART-123	Basic Drawing I - AFA Majors	\$17
ART-124	Basic Drawing I - AFA Majors	\$17
ART-134	Life Drawing I	\$17
ART-136	Watercolor	\$17
ART-139	Mural Painting	\$17
ART-143	Sculpture I - AFA Majors	\$17
ART-144	Sculpture II - AFA Majors	\$17
ART-145	Painting I - AFA Majors	\$17
ART-146	Painting II - AFA Majors	\$17
ART-151	Ceramics & Pottery I	\$17
ART-103H	Honors Visual Culture	\$12
ART-153	Ceramics-Pottery I-AFA Majors	\$17
ART-154	Ceramics-Pottery II-AFA Major	\$17
ART-166	Two Dimensional Design - AFA	\$17
ART-167	Three Dimensional Design-AFA	\$17
ART-168	Arts & the Community	\$17
ASC-106	Office Procedures / Vet Techs	\$15
ASC-107	Calculations for Vet Techs	\$15
ASC-111	Animal Biology	\$21
ASC-112	Prin Animal Husbandry	\$15
ASC-115	Small Animal NsgI/Vet Techs	\$32

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 9	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

ASC-200	Dental Tech/Vet Techs	\$21
ASC-213	Lab Animal Science	\$34
ASC-214	Small Animal Nursing II	\$40
ASC-215	Farm Animal Nursing	\$40
ASC-220	Hematology for Vet Techs	\$24
ASC-235	Clinical Lab for Vet Techs	\$23
ASC-236	Radiology for Veterinary Techs	\$22
ASC-240	Parasitology	\$21
ASC-261	Pathology for Vet Techs	\$15
ASC-270	Veterinary Pharm	\$15
ASC-292	Small Animal Co-op	\$42
ASL-101	American Sign Language I	\$12
ASL-102	American Sign Language II	\$12
ASL-103	Fingerspelling	\$12
ASL-201	American Sign Language III	\$12
ASL-202	American Sign Language IV	\$12
AUT-101	Automotive Fundamentals	\$17
AUT-111	Automotive Brake Systems	\$17
AUT-121	Automotive Steering/Suspen Sys	\$17
AUT-131	Automotive Heating & Air Cond	\$17
AUT-141	Automotive E & E Principles	\$17
AUT-151	Automotive Engine Fundamentals	\$17
AUT-242	Automotive E & E Systems	\$17
AUT-252	Advanced Automotive Engines	\$17
AUT-253	Automotive Engines	\$17
AUT-261	Manual Drive Trains and Axles	\$17
AUT-262	Auto Transmissions/Transaxles	\$17
AUT-271	Advanced Auto Systems I	\$17
AUT-272	Advanced Auto Systems II	\$17
BHC-103	Applied Behavioral Analysis	\$12
BIO-010	Prep for Biology	\$17
BIO-106	Living in the Environ	\$17
BIO-111	Biology I-Science	\$17
BIO-112	Biology II-Science	\$17
BIO-117	Basic Anatomy & Physiology I	\$17
BIO-118	Basic Anatomy & Physiology II	\$17
BIO-121	Basic Microbiology	\$17
BIO-130	Plants & Society	\$17

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 10	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

BIO-140	The Microbial World	\$17
BIO-140H	Honors – The Microbial World	\$17
BIO-206	Envir. Sci:Theory & Appl	\$17
BIO-210	Human Anatomy & Phys	\$17
BIO-211	Anatomy & Phys I	\$17
BIO-212	Anatomy & Phys II	\$17
BIO-220	Elements Microbiology	\$17
BIO-221	Microbiology I	\$20
BIO-222	Microbiology II	\$20
BIO-225	Intro to Plant Biology	\$17
BIO-235	Cell Biology	\$20
BIO-240	Genetics	\$20
BIO-255	Research Experience in Biology	\$2017
BIT-200	Introduction to Biochemistry	\$17
BIT-201	Applications in Biotechnology	\$32
BIT-202	Instrumental Analysis	\$20
BIT-205	Biotechnology Internship	\$20
CAD-101	Comp Aided Eng Graph	\$17
CAD-102	Ad Comp Aid Eng/Graph	\$17
CAD-106	Engineering Graphics	\$17
CAD-107	Parametric Design/Auto Desk Invent	\$17
CAD-201	CADD App:MicroStation	\$17
CAD-202	Advanced CADD Project	\$17
CAD-204	Project Design I	\$17
CAD-205	Architecture CADD Using Revit	\$17
CAD-206	Solids Modeling: Solids Work	\$17
CAD-208	Autocad Civil 3D Level I	\$17
CGR-101	Elect Layout & Design	\$28
CGR-102	Elect Pub/Prepress	\$28
CGR-103	Printing Technology	\$28
CGR-104	Digital Design Fundamentals	\$17
CGR-105	Podcasting	\$28
CGR-106	Print Publishing	\$17
CGR-111	Comp Graphic Des I	\$28
CGR-112	Comp Graphic Des II	\$28
CGR-113	Web Page Design I	\$28
CGR-115	Digital Storytelling	\$17
CGR-121	Multimedia Technology I	\$28

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 11	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

CGR-122	Multimedia Tech II	\$28
CGR-123	Interactive Interface Design	\$17
CGR-125	Game Design & Development I	\$17
CGR-200	Game Design & Development II	\$28
CGR-205	Graphics For The Web	\$28
CGR-213	Computer Graphic Des III	\$28
CGR-214	Web Page Design II	\$28
CGR-215	Web Multimedia	\$28
CGR-220	Web Development	\$28
CGR-231	Video Imag Tech I	\$28
CGR-232	Video Imag Tech II	\$28
CGR-233	Video Imaging Tech III	\$28
CGR-235	Video Production	\$28
CGR-239	2D Animation	\$28
CGR-240	Video Production II	\$28
CGR-241	Computer Animation I	\$28
CGR-242	Computer Animation II	\$28
CGR-243	Computer Animation III	\$28
CGR-244	Special Effects	\$28
CGR-251	Presentation Graphics	\$28
CGR-252	Portfolio Design	\$17
CGR-253	Digital Illustration	\$28
CGR-255	Game Design & Development III	\$28
CGR-256	Game Design/Dev Final Project	\$28
CGR-260	Comic Book Design	\$28
CHI-101	Elementary Chinese I	\$12
CHI-102	Elementary Chinese II	\$12
CHM-010	Prep for Chemistry	\$17
CHM-101	General Chemistry I	\$17
CHM-101H	Honors Gen Org & Biolog Chem I	\$17
CHM-102	General Chemistry II	\$17
CHM-111	Chemistry I-Science	\$17
CHM-112	Chemistry II	\$17
CHM-120	Chemistry-Fire Sci	\$17
CHM-130	Gen Org/Bio Chem-DH	\$17
CHM-140	Chemistry & Society	\$17
CHM-140H	Honors Chem & Society	\$17
CHM-145	Intro to Forensic Science	\$17

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 12	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

CHM-150	Chemistry of Art Materials	\$17
CHM-160	Fundamentals of Food Science	\$17
CHM-221	Organic Chemistry I	\$17
CHM-222	Organic Chemistry II	\$17
CIM-101	Machine Shop Practices	\$17
CIM-110	Intro to Technical Careers	\$12
CIM-115	Microcontroller Applications	\$17
CIM-202	Conventional Machinist	\$17
CIM-211	PLC Programming	\$17
CIM-212	Advanced PLC Programming	\$17
CIM-219	CNC Machinist	\$17
CIM-221	CNC Programming & CAM	\$17
CIM-222	Advanced CNC & CAM	\$17
CIM-231	Motors, Controllers & Sensors	\$17
CIM-251	CIM Integration/Project	\$33 22
CIM-255	Precision Machining Project	\$17
CIS-005	Computer Fundamentals	\$17
CIS-101	Personal Comp Apps	\$17
CIS-102	Spreadsheets	\$17
CIS-103	Database Management	\$17
CIS-181	Linux/UNIX Essentials	\$17
CIS-187	Linux/Unix Admin I	\$17
CIS-191	Internet: Tools and Techniques	\$17
CIS-192	Practical Appl of Website Mgt	\$17
CIS-206	Adv Computer Concepts/Apps	\$17
CIS-225	Project Management Essentials	\$17
CIS-231	Sys Analysis & Des	\$17
CIS-236	SQL Fundamentals II	\$17
CIS-237	Relational Database Concepts	\$17
CIS-238	Database Security & Protection	\$17
CIS-241	Relational Datab Mgt I	\$17
CIS-242	Relational Datab Mgt II	\$17
CIS-243	Relational Datab Mgt III	\$17
CIS-245	Database Admin Using Oracle	\$17
CIS-246	Database Admin Oracle II	\$17
CIS-282	UNIX OSD: Disk Subsystem	\$17
CIS-284	Shell Programming Under UNIX	\$17
CIS-285	Linux-Unix Networking Security	\$17

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 13	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

CIS-287	TCP/IP Communications/UNIX	\$17
CIS-288	Linux/UNIX Administration	\$17
CIS-289	Linux/Unix Server Security	\$17
COL-010	The College Experience	\$12
COM-103	Intro to Journalism	\$12
COM-141	Intro to Broadcasting I	\$12
COM-143	Intro to Electronic Media	\$12
COM-145	Intercultural Comm	\$12
COM-206	Video Field Production	\$17
COM-208	New Media Promotions	\$17
CSC-101	Computer Literacy	\$17
CSC-102	Information Lit in Digital Era	\$17
CSC-102H	Honors Information Lit in Dig Era	\$17
CSC-105	Fundamentals of Programming	\$17
CSC-111	Introduction to Programming	\$17
CSC-120	Programming for New Media	\$17
CSC-121	Structured Prog(C++)	\$17
CSC-122	Computer Sci I	\$17
CSC-151	HTML Programming	\$17
CSC-152	JavaScript for the Web	\$17
CSC-161	Intro to Java	\$17
CSC-213	Visual Basic I	\$17
CSC-214	Visual Basic II	\$17
CSC-215	Visual Basic III	\$17
CSC-223	Computer Sci II	\$17
CSC-224	Advanced C++	\$17
CSC-226	Programming Languages	\$17
CSC-240	Computer Organization	\$17
CSC-252	XML & Related Tech I	\$17
CSC-262	Advanced Java	\$17
CSC-263	Web Component Dev in Java	\$17
CST-102	Intro to Networking	\$17
CST-103	Microcomputer Op Sys I/Wkst	\$17
CST-106	Microcomputer Op Sys II/Serv	\$17
CST-109	Building/Upgrading/Repairing	\$17
CST-201	Advanced Networking	\$17
CST-204	Computer and Network Security	\$17
DAS-111	Fundamentals of Chairside Assisting	\$42

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 14	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

DAS-120	Dental Radiology	\$42
DAS-125	Preventive Dentistry	\$21
	Biological Science for the Dental	
DAS-141	Assistant	\$0
	Infection Control for the Dental	
DAS-143	Assistant	\$21
DAS-151	Dental Laboratory Procedures I	\$21
DAS-152	Dental Laboratory Procedures II	\$21
DAS-160	Supervised Clinical Experience	\$21
DHY-120	Dental Radiology	\$42
DHY-130	Dental Anatomy	\$42
DHY-151	Dent Hyg I – Pre-Clin	\$42
DHY-152	Dent Hyg II – Clinic	\$42
DHY-162	Dent Lab Procedures	\$42
DHY-252	Local Dental Anesthesiology	\$42
DHY-253	Dent Hyg III – Clinic	\$42
DHY-254	Dent Hyg IV – Clinic	\$42
EDU-104	Learning Communities I	\$12
EED-205	Creative Arts: Early Chd Learn	\$12
EET-101	E/E Principles	\$17
<u>EET-105</u>	<u>Introduction to Electricity and Electronics</u>	<u>\$34</u>
EET-201	Electrical Circuits	\$17
EET-211	Electronics I	\$17
EET-212	Electronics II	\$17
EET-213	Electronic Communications	\$17
EET-221	Digital Circuits	\$17
EET-241	Robotics	\$17
EET-251	Electronic Projects	\$17
EGR-101	Introduction to Engineering	\$17
EGR-103	Technical Drawing	\$17
EGR-201	Statics	\$12
EGR-211	Engineering Circuit Analysis	\$17
EGR-250	Elec/Computer Engine: Digital	\$17
EGR-251	Elec/Computer Engine: Electronic	\$17
EMT-100	Emergency Medical Tech	\$42
EMT-101	Emergency Med Technician	\$42
ENG-005	Pathways to Reading & Writing	\$12

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 15	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

ENG-011	Reading Skills I	\$12
ENG-012	Reading Skills II	\$12
ENG-013	Reading Skills III	\$12
ENG-021	Writing Skills I	\$12
ENG-022	Writing Skills II	\$12
ENG-023	Writing Skills III	\$12
ENG-101	English Comp I	\$12
ENG-101H	Honors English Comp I	\$12
ENG-102	English Comp II	\$12
ENG-102H	Honors English Comp II	\$12
ENG-221	Creative Writing	\$12
ENG-241	Technical Writing	\$12
ESL-002	Intro ESL Writing & Grammar	\$12
ESL-003	Intro ESL Reading & Oral Grammar	\$12
ESL-061	ESL Write & Grammar 1	\$12
ESL-062	ESL Write & Grammar 2	\$12
ESL-063	ESL Write & Grammar 3	\$12
ESL-071	ESL Read & Vocabulary 1	\$12
ESL-072	ESL Read & Vocabulary 2	\$12
ESL-073	ESL Read & Vocabulary 3	\$12
ESL-081	ESL Listening & Speaking 1	\$12
ESL-082	ESL Listening & Speaking 2	\$12
ESL-083	ESL Listening & Speaking 3	\$12
ESL-094	English for Academic Purposes	\$12
FIR-106	NJ Firefighter II	\$12
FLM-105	Film: Struct Light Sound Space	\$17
FLM-110	Filmmaking I	\$17
FLM-210	Filmmaking II	\$17
FNS-200	Comm Nutrition Rotation	\$17
FNS-220	Quantity Food Production	\$19
FNS-240	Food Service Rotation	\$17
FNS-250	Clinical Nutrition Rotation	\$17
FRE-101	Elem French I	\$12
FRE-102	Elem French II	\$12
FRE-201	Inter French I	\$12
FRE-202	Inter French II	\$12
FRE-203	Introduction to French Culture	\$12

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 16	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

FSC-110	Intro to Forensic Osteology	\$17
FSC-120	Intro to Forensic Toxicology	\$17
GER-101	Elementary German I	\$12
GER-102	Elementary German II	\$12
GER-201	Inter German I	\$12
GRK-101	Elem Classical Greek I	\$12
GRK-102	Elem Classical Greek II	\$12
HIT-101	Intro to Health Information	\$17
HIT-110	Health Informatics	\$17
HIT-115	Healthcare Reimbursement	\$12
HIT-120	Medical Terminology	\$12
HIT-130	Intro to Ambulatory Coding	\$12
HIT-134	Basic Pathophysiology	\$12
HIT-135	Medical Coding Internship	\$12
HIT-140	Diag & Proced Coding I	\$12
HIT-150	Technical Practical Experience	\$12
HIT-202	Stat Meth for Health Info	\$17
HIT-205	Legal & Ethical Issues in HIT	\$12
HIT-215	Advanced Ambulatory Coding	\$17
HIT-220	Professional Practice Exp	\$12
HIT-235	Org Resources, Qi & Pi	\$17
HIT-240	Diag & Proced Coding II	\$17
HPE-107	Badminton	\$12
HPE-108	Aerobic Dance	\$12
HPE-110	Coed Aerobic Fit/Exer	\$12
HPE-113	Volleyball	\$12
HPE-114	Personalized Fitness	\$12
HPE-119	Cardio Kickboxing	\$12
HPE-120	Fitness with Balls & Bands	\$12
HPE-121	Beginning Golf	\$12
HPE-122	Inter Golf	\$12
HPE-123	Taekwondo I	\$12
HPE-124	Tai Chi	\$12
HPE-125	Self-Defense I	\$12
HPE-126	Pilates Based Conditioning	\$12
HPE-127	Exercise Tech/Prescription	\$12
HPE-128	Taekwondo II	\$12
HPE-131	Beginning Tennis	\$12

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 17	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

HPE-141	Hatha Yoga	\$12
HPE-142	Inter Hatha Yoga	\$12
HPE-143	Intro/Holistic Prac	\$12
HPE-145	Wellspring Fit Lab I	\$12
HPE-146	Wellspring Fit Lab II	\$12
HPE-161	Weight Training	\$12
HPE-162	Inter Weight Training	\$12
HPE-170	First Aid/Safety/Prev	\$17
HPE-180	Community CPR/ARC	\$25
	Basic Life Support (BLS) "C"	
HPE-181	Course AHA	\$69
HPE-195	Concepts of Ind/Dual Sports	\$17
HPE-201	Intro to Sport Management	\$12
HPE-211	Thry/App Phy Train I	\$12
HPE-220	Exercise Physiology	\$17
HSR-001	Self Advocacy Dev Disabilities	\$17
IEP-201	ASL for Interpreters	\$12
IEP-202	Consec Interpreting	\$12
IEP-203	Simul Interpreting	\$12
IEP-204	Interpreting Seminar	\$12
IEP-205	Voicing	\$12
IEP-206	Interpreting Lab	\$12
IEP-207	Interpreting Pract	\$12
IEP-208	Two-Way Bilingual Immersion	\$12
IEP-209	Interpret/Spec Setting	\$12
IEP-211	Lang Develop/Ed Interpreter	\$12
IEP-212	Legal/Ethical Issues Ed Interp	\$12
IEP-213	Curr Dev/Meth Instru/Edu Int	\$12
IEP-214	Deaf-Blind Int Strat/Edu Int	\$12
ITA-101	Elementary Italian I	\$12
ITA-102	Elementary Italian II	\$12
ITA-201	Inter Italian I	\$12
ITA-202	Inter Italian II	\$12
LAT-101	Elementary Latin I	\$12
LAT-102	Elementary Latin II	\$12
LAT-201	Inter Latin I	\$12
LFO-101	Intro Photonics & Photo Safety	\$17
LFO-103	Laser Safety/App in Medicine	\$17

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 18	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

LFO-201	Photonic Materials	\$17
LFO-211	Photo Optic Prin/Comp	\$17
LFO-212	Pulsed & CW Lasers	\$17
LFO-221	Photonic & Electro-Opt Devices	\$17
LFO-231	Photonic Measurements	\$17
LFO-241	Intro to Fiber Optics	\$17
LFO-242	Advanced Fiber Optics	\$17
LFO-243	Fiber Optic Comm/Install	\$17
LFO-294	Fiber Optic Project	\$17
MET-221	Quality Control	\$17
MET-231	Strength of Materials	\$17
MET-232	Manufacturing Processes	\$17
MET-233	Project Design	\$17
MET-237	Manufacturing Methods	\$17
MET-241	Machine Design	\$17
MET-242	Design of Machine Elements	\$17
MKT-125	Prin of E-Commerce	\$12
MTH-005	Consumer Math	\$12
MTH-011	Prealgebra	\$12
MTH-029	Elem Algebra Traditional	\$12
MTH-100	Algebraic Concepts	\$12
MTH-101	Concepts of Math	\$12
MTH-103	Topics in Mathematics	\$12
MTH-105	Math Sys I: Structures	\$12
MTH-106	Math Sys II: Geometry	\$12
MTH-107	Math For Liberal Arts	\$12
MTH-109	Intermediate Algebra Extended	\$12
MTH-111	Intro to Statistics	\$12
MTH-112	Elem of Statistics II	\$12
MTH-114	College Algebra/Bus & Soc Sci	\$12
MTH-117	Explorations in Math Thoughts	\$12
MTH-117H	Honors Explor Math Thoughts	\$12
MTH-120	College Algebra	\$12
MTH-122	Applied Calculus	\$12
MTH-123	Pre-Calculus Math I	\$12
MTH-124	Pre-Calculus Math II	\$12
MTH-125	Accelerated Precalc	\$12
MTH-129	Discrete Math	\$12

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 19	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

MTH-130	Trig & Analytic Geom	\$12
MTH-132	Statistics for Tech	\$12
MTH-134	Biostatistics	\$17
MTH-140	Calculus I	\$12
MTH-140H	Honors Calculus I	\$12
MTH-145	Linear Algebra	\$12
MTH-150	Calculus II	\$12
MTH-171	Statistics I	\$12
MTH-172	Statistics II	\$12
MTH-210	Calculus III	\$12
MTH-220	Differential Equations	\$12
MUS-104	Aural Theory I	\$12
MUS-106	World Music Cultures	\$12
MUS-125	Class Piano I	\$16
MUS-127	Fund of Music/Sound Engineers	\$17
MUS-128	Keyboarding Tech for Sound Eng	\$17
MUS-129	Intro to Audio Recording	\$17
MUS-131	MIDI	\$12
MUS-133	Audio Recording Techniques I	\$17
MUS-134	Audio Recording Techniques II	\$17
MUS-135	MIDI/DAW I	\$17
MUS-136	MIDI/DAW II	\$17
MUS-200	Aural Theory II	\$12
MUS-201	Class Piano II	\$16
MUS-227	Live Sound Recording	\$17
MUS-229	Basic Studio Maintenance	\$17
MUS-230	Audio Production	\$17
MUS-231	Mixing Audio	\$17
MUS-232	Sound Design	\$17
MUS-233	Adv. Audio Production & Mixing	\$17
NUR-102	Intro to Practical Nursing	\$92 159
NUR-106	Practical Nursing/Adult Hlth I	\$72 112
NUR-110	Maternal Child Prac Nursing	\$80 130
NUR-116	Practical Nursing/Mental Hlth	\$67 134
NUR-206	Practical Nurs/Adult Hlth II	\$63 92
NUR-210	Trends/Issues/Prep Licensure	\$62 129
OMT-103	Oph Optics/Medical Tech	\$17
OMT-104	Clinical Procedures I	\$17

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 20	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

OMT-203	Clinical Rotation I	\$28
OMT-204	Clinical Procedures II	\$12
OMT-213	Clinical Rotation II	\$42
OPH-104	Ophthalmic Lab I	\$17
OPH-105	Ophthalmic Lab II	\$17
OPH-111	Ophth Mat Lec I	\$17
OPH-112	Ophth Mat Lec II	\$17
OPH-130	Anatomy of the Eye	\$17
OPH-131	Intro Contact Lenses	\$17
OPH-203	Ophth Mat Lab III	\$17
OPH-204	Ophth Mat Lab IV	\$17
OPH-220	Optic Principles	\$17
OPH-232	Contact Lens Fit I	\$17
OPH-233	Contact Lens Fit II	\$17
OPH-240	Ophthalmic Disp I	\$17
OPH-241	Ophthalmic Disp II	\$17
OPH-250	Ophthalmic Clinic I	\$44
OPH-251	Ophthalmic Clinic II	\$44
OPH-270	Ophth Disp Off Proced	\$17
OST-110	Microcomputer Keyboarding	\$17
OST-111	Keyboarding I	\$17
OST-112	Keyboarding II	\$17
OST-113	Keyboarding & Doc Proc	\$17
OST-123	Intro Microsoft Word	\$17
OST-131	Shorthand I	\$17
OST-151	PowerPoint	\$17
OST-201	Virtual Entrepreneurship I	\$12
OST-202	Virtual Entrepreneurship II	\$12
OST-205	Digital Tools Virtual Business	\$12
OST-213	Keyboarding III	\$17
OST-241	Admin Office Procedures	\$12
PAR-101	Intro Paralegal Studies	\$12
PAR-102	Litigation & Civil Procedures	\$12
PAR-201	Legal Research & Writing I	\$17
PAR-202	Legal Research & Writing II	\$17
PAR-203	Family Law	\$12
PAR-204	Real Estate Law	\$12
PAR-205	Estate and Probate	\$12

Camden County College
Board of Trustees Policy

Subject: Credit Tuition and Fees	Number: 427	Page 21	Of 212
	Date: May 1, 2018 May 7, 2019		
	Supersedes: May 1, 2018 , March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 7, 2019		

PAR-207	Bankruptcy Basics	\$12
PAR-210	Law Office Management	\$17
PHO-101	Photography I	\$20
PHO-102	Photography II	\$20
PHO-111	Hist of Photography	\$12
PHO-221	Studio Photography	\$20
PHO-226	Digital Photography	\$20
PHO-291	Indep Study-Photo	\$17
PHY-101	Physics I	\$17
PHY-102	Physics II	\$17
PHY-103	Physics I Non-Science	\$17
PHY-201	Physics III	\$17
PHY-202	Physics IV	\$17
PHY-203	Applied Optics	\$17
RUS-101	Elementary Russian I	\$12
RUS-102	Elementary Russian II	\$12
SLS-201	ASL Linguistics	\$12
SLS-202	American Deaf Culture	\$12
SLS-203	Intro to Interpreting	\$12
SPA-101	Elementary Spanish I	\$12
SPA-102	Elementary Spanish II	\$12
SPA-201	Inter Spanish I	\$12
SPA-202	Inter Spanish II	\$12
SPA-203	Intro to Hispanic Culture	\$12
SPA-204	Conversational Spanish	\$12
SPE-102	Public Speaking	\$12
SPE-102H	Honors Public Speaking	\$12
SPE-211	Interpersonal Comm	\$12
SRG-105	Prin of Surgical Tech	\$42
SRG-112	Surgical Procedures I	\$42
SRG-212	Surgical Procedures II	\$12
SRG-218	Clinical Rotation	\$17
THE-131	Voice & Diction	\$12
THE-141	Acting I	\$12
THE-233	Playwriting	\$12
THE-242	Acting II	\$12
THE-253	Stagecraft I	\$12

RESOLUTION NO. FY2019-153

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 435:
NON-CREDIT TUITION AND FEES**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-12; 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, on May 1, 2018, the Board of Trustees revised and approved Policy 435 – Non-Credit Tuition and Fees; and

WHEREAS, after a periodic review, the President of the College has determined that it is in the best interests of Camden County College to revise the Non-Credit Tuition and Fees policy to better serve the institution, its students and staff; and

WHEREAS, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 435; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 435 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 435: Non-Credit Tuition and Fees *as attached hereto*.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 435 – Non-Credit Tuition and Fees.

May 7, 2019

Camden County College

Board of Trustees Policy

Subject: Non-Credit Tuition and Fees	Number: 435	Page 1	Of 4
	Date: May 1, 2018 April 12, 2019 <u>May 7, 2019</u>		
	Supersedes: November 8, 2017 May 1, 2018		
	Last Reviewed: May 1, 2018 April 12, 2019 <u>May 7, 2019</u>		

PURPOSE

To outline procedures for tuition and fees of non-credit program offerings.

SCOPE

1. Schedule of Non-Credit Tuition and Fees

Tuition and fees are determined by the College on a course-by-course basis using relevant financial and marketplace criteria.

The basic non-credit fees charged for students are set forth in Amendment A.

Tuition for all non-credit classes is currently the same for in-country county and out-of-country county residents. The one exception is for Police Academy classes.

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2. Discounts

Any course discounts that may be offered require prior College Administration approval to ensure financial viability.

3. Reduced Tuition Fee Enrollment for Certain Fire Volunteers and Family Members

A person who is an active member in good standing of a volunteer fire company or volunteer first aid or rescue squad or association and the dependent children and spouse of a volunteer and who has a qualifying Educational Sponsor may be allowed to enroll for specific non-credit courses on a reduced tuition fee basis in an amount not to exceed a combined maximum of \$2,400 for the member, children and spouse pursuant to the provisions of N.J.S.A 18A:71-78.1- 18a:71-78.4. Members participating in the reduced tuition program may only use this benefit once per semester on a space available basis and must wait until the day prior to the program start date to register.

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4. Veteran and Active Duty Military Discounts

Personal Enrichment program discounts – Veterans, Active Duty Military members, spouses of Veterans or Active Duty Military members, and dependents of Active Duty Military members may enroll in continuing education courses at a 50% discount on course cost on a space available basis. You must register for classes the day before the course is scheduled to begin. Some courses and programs may not qualify for the discount; please ask upon registration for those eligible. Veterans & Active Duty Military members must show military ID card to qualify, spouse and dependents must show valid US Uniform Services ID card to qualify. *Please note, Veteran's dependents are not eligible for this discount.

Camden County College

Board of Trustees Policy

Subject:	Number: 435	Page 2	Of 4
Non-Credit Tuition and Fees	Date: November 8, 2017 May 1, 2018 <u>May 7, 2019</u>		
	Supersedes: December 3, 2013 November 8, 2017 <u>May 1, 2018</u>		
	Last Reviewed: November 8, 2017 May 17, 2018 <u>May 7, 2019</u>		

The Career & Technical Institute of Camden County College (CTI) program discounts – Veterans, Active Duty Military members, spouses of Veterans or Active Duty Military members, and dependents of Active Duty Military members may be eligible for CTI program discounts based on the following criteria: Veterans & Active Duty Military members must first apply through the Veteran Affairs office for various Veteran Benefit programs which may cover the full cost of the CTI program for which the student is registering. **If student qualifies for VA Benefits, they will not be eligible for the CE Veteran & Active Duty Military member CE discount.** If student does not qualify for benefits, the student may apply for a CE discount for 25% off of the program tuition. Veteran & Active Duty Military Spouses may apply for a CE discount for 15% off of the program tuition. Active Duty Military dependents may apply for a CE discount for 15% off of the program tuition. Books, supplies, and lab fees will not be discounted and will be the responsibility of the student. Students registering using this discount may register no more than 30 days prior to the start date, based on seating availability. Veterans & Active Duty Military members must show military ID card to qualify, spouse and dependents must show valid US Uniform Services ID card to qualify. Some courses and programs may not qualify for the discount; please ask upon registration for those eligible. It is recommended that Veterans, Active Duty Military members and family contact Camden County College's Veterans Affairs office at 856-374-4960 to determine eligibility for benefits. *Please note, Veteran's dependents are not eligible for this discount.

5. Senior Citizen Rates

Senior Citizens 65 years of age or older will be permitted to enroll in specific continuing education courses at a 50% discount of course cost on a space available basis. Registration for class must occur the day before the course is scheduled to begin. [Some courses and programs may not qualify for the discount.](#)

6. Tuition Waiver for Eligible Participants in Job Training Programs

A person who has been in the labor market for at least two years and is unemployed or has received a layoff notice as a result of a factory or plant closing will be permitted to enroll without payment of tuition in specific non-credit courses that lead to identifiable job skills, pursuant to the provisions of N.J.S.A. 18A:64-13.2-18A:64-13.4. Students are responsible for paying laboratory fees, book fees, supply fees, late fees, and any other fees that may be applicable to their program of study. The Tuition Waiver program is available to Camden County residents. NJ residents who live outside of Camden County may use the waiver only if their home county community college does not offer the courses they are taking. Any individual participating in the job-training course(s) who obtains employment subsequent to the commencement of the semester, shall be permitted to complete the semester in progress as a participant in the program.

Camden County College

Board of Trustees Policy

Subject: Non-Credit Tuition and Fees	Number: 435	Page 3	Of 4
	Date: November 8, 2017 May 4, 20189		
	Supersedes: December 3, 2013 November 8, 2017 May 1, 2018		
	Last Reviewed: November 8, 2017 May 4, 20189		

7. Payment of Non-Credit Tuition and Fees

Payment in full is required at time of registration, unless an installment payment plan is selected. Depending on the program, registration and payment may be made online, by mail, by fax or in person. Payment of tuition and fees may be made by cash, check, money order, Visa, MasterCard, Discover, AMEX, or an approved non-credit loan.

8. Installment Payment Plans

Students in specific courses costing in excess of \$1,000 may elect an installment plan by signing the terms of the online payment agreement with the College and making the appropriate payments by the established due dates.

9. Tuition Refund Upon Withdrawal

Students will receive a 100% refund if they withdraw five or more days before the first class starts. Students will receive a 50% refund if they withdraw four days prior to the class start through the first day of class. No refunds will be issued after the first day of class.

Special refund policies may apply to specific courses. Tuition and fees are refunded in full for any courses cancelled by the College.

10. Collection Agency

Student accounts that remain delinquent after 360 days after the end of last semester of registration will be sent to a collection agency after appropriate notices to the affected students ~~balances that are over 360 days past due after the date of last attendance are subject to being transferred to a collection agency after appropriate notices.~~ Students will be responsible to pay in full the past due balances and any collection and/or attorney's fees that may be incurred by or on behalf of Camden County College to satisfy financial obligations.

AUTHORITY

At the direction of the President, it is the responsibility of department heads to ensure compliance with College policy.

Camden County College
Board of Trustees Policy

Subject: Non-Credit Tuition and Fees	Number:	Page	Of
	435	4	4
	Date: November 8, 2017 <u>May 17, 2018</u>		
	Supersedes: December 3, 2013 November 8, 2017 <u>May 1, 2018</u>		
	Last Reviewed: November 8, 2017 <u>May 17, 2018</u>		

AMENDMENT A

Testing Fees:	\$30.00 to \$150.00
Certificate Reprints:	\$20.00
Installment Payment Plan Fee:	\$25.00
Late Fee:	\$35.00
NSF Fee:	\$35.00
Collection Agency Fee:	25%
Late Registration Fee:	\$250 (AP Institute)

RESOLUTION NO. FY2019-154

RESOLUTION AUTHORIZING AN INCREASE IN FEES FOR THE CENTER

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, The Center focuses on the needs and interests of communities, develops opportunities for local citizens to meet scholars, scientists, government officials and business leaders to discuss societal problems and their solutions, and

WHEREAS, those who take part in The Center's activities gain the knowledge and tools necessary to become informed, active participants in the social and political processes of American society; and

WHEREAS, each year, The Center offers a fall and spring lecture series to the public, funded by various grants; and

WHEREAS, in addition to each lecture series, The Center also provides professional development in the form of "mini-courses" for educators and members of the community through its *Institute for Community Education* and in recent years the College has offered an array of programming; and

WHEREAS, these offerings are coded as credit courses so teachers can use the credits to meet their continuing education requirement and the College can receive state aid for all registrants; and

WHEREAS, on May 5, 2017, the Board, via Resolution FY2018-30, authorized an increase in the fee structure in which registrants will pay \$30 per mini-course or a \$75 membership fee for those wishing to attend unlimited mini-courses for the year; and

WHEREAS, it is now necessary to increase the fees associated with these options and the administration is recommending that registrants will pay \$45 per mini course or a \$100 membership fee for those wishing to attend unlimited mini-courses for the year; and

WHEREAS, this increase is supported by the Director, Dr. Jack Pesda and The Center staff.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves an increase in fees to \$45 per mini-course and a \$100 membership fee for unlimited mini-courses for The Center; and

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

SUMMARY STATEMENT

This resolution authorizes an increase in fees for The Center from \$30 to \$45 per mini-course and from \$75 to \$100 for a season unlimited subscription.

May 7, 2019

RESOLUTION NO. FY2019-155

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT FUNDS FROM THE PORTICUS FOUNDATION FOR ICAP PROJECT EVALUATION

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and section (l) authorizes the Board to accept funds; and

WHEREAS, the College now has NJCAP as its program which is the primary Child Abuse Prevention Education Program utilized throughout all 21 counties of the State and whose primary funding is through the N.J. Department of Children and Families; and

WHEREAS, the College has applied for funding to research, plan and develop a re-birth of the international organization, ICAP, which was the original parent organization of NJCAP; and

WHEREAS, the College has been notified that the international philanthropic Porticus Foundation www.porticus.com is offering funds to support the College's proposal to evaluate a re-birth of the International Center for Assault Prevention (ICAP) program; and

WHEREAS, Camden County College proposes to select experienced outside consultants to do the necessary work needed to evaluate the ICAP program and which will be funded by this Porticus Foundation funding. The consultants and other project expenses will total \$69,442. The College will receive indirect revenue from the project in the amount of \$5,555. The evaluation project is scheduled to begin June 1, 2019.

WHEREAS, Board acceptance is recommended by Executive Director of Finance and Planning Helen Antonakakis; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College to hereby accept the funds from the Porticus Foundation for the evaluation of the ICAP program in the amount of \$74,997; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept funds for the evaluation of the ICAP program from the Porticus Foundation in the amount of \$74,997.

BACKGROUND

NJCAP is the program which the College adopted from the dissolution of EIRC. It is the primary Child Abuse Prevention Education Program in the state and also trains parents and teachers in all 21 counties of New Jersey. It is recognized as the best practices in its genre throughout the country.

RESOLUTION NO. FY2019-155

International Center for Assault Prevention (ICAP) program was the progenitor of the NJCAP. Since its inception in 1978, ICAP had trained over 10 million children, parents and teachers globally to prevent child abuse, bullying and familial violence. ICAP has been culturally competent at adapting its model to social and institutional context in 12 countries, and 29 regional training centers while adhering to and promoting essential values of human dignity and individual rights. ICAP works by integrating educational, government and local resources available in a local community to reduce a child or young person's vulnerability to verbal, physical and sexual assault. Over the past several years, organizational problems beyond ICAP's control deflated ICAP's ability to support existing programs and respond to new requests for assistance. The NJCAP staff have proposed seeking this funding and the assets it brings to the task of re-birth and rejuvenation of the ICAP Program.

RESOLUTION NO. FY2019-156

**RESOLUTION AUTHORIZING THE USE OF ARCHITECTURAL AND ENGINEERING PROFESSIONALS
PRE-QUALIFIED BY CAMDEN COUNTY AS THE LEAD AGENT**

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-25.5 (a) (1) the College is authorized to make, negotiate or award a contract or enter into contract for Professional Services without public bidding; and

WHEREAS, the Camden County Freeholders (County) are permitted to enter into agreements by qualifying professionals under NJSA 40A:11-1 *et seq.*, and specifically 40A:11-5 without public bidding; and

WHEREAS, the process of contract awards for Professional Services for both the County and the College require further advertising and procedures to comply as a Fair and Open process in accordance with the statute NJSA 19:44a-20.1 *et seq.*, Chapters 51 and 271; and

WHEREAS, the County acted as Lead Agency on behalf of this public agency, specifically including and naming Camden County College, and publicly advertised for proposals for the purpose of establishing a pool of qualified Architectural and Engineering firms for the College during the term of April 1, 2019 through March 31, 2020 through a Fair and Open process with set criteria and qualifications; and

WHEREAS, the County Freeholders passed a Resolution on March 21, 2019 specifically adopting and authorizing said attached qualified pool of professionals, and specifically authorizing the College to enter into professional contracts to secure the services of any of the listed professionals in the approved pools, and to enter into a professional services contract with any of same upon the adoption of an authorizing Resolution; and

WHEREAS, the College is in receipt of the County's pre-qualified pool of Architectural and Engineering firms offering various approved disciplines and services as indicated on the attached listings and seeks to be able to utilize such from which to seek proposals as the need for such services may arise; and

WHEREAS, the qualification of this pool is recommended by Patrick Shuttleworth, Director of Facilities Operations and Maintenance, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to authorize the College to make, negotiate or otherwise utilize the attached list of pre-qualified Architectural and Engineering firms offering various approved disciplines and services through the County Qualified Pool to obtain proposals and where appropriate contracts on an as-needed basis with terms commencing on **April 1, 2019** through **March 31, 2020**; and the Board of Trustees deem the process utilized to have been a Fair and Open process; and

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

SUMMARY STATEMENT

This resolution authorizes the College to utilize any of the prequalified Architectural and Engineering professionals based on the publicly advertised RFP done on behalf of the County and the College for contracts from April 1, 2019 to March 31, 2020. This is a pre-qualification pool, an authorization to utilize the list of professionals pre-qualified by the County and deemed by this Board as done in a Fair and Open process. This authorizes the College to solicit proposals and to enter into negotiations with, to obtain a scope of work and fee proposal from, and to bring such to the Board for an award of contract, if applicable.

May 7, 2019

RESOLUTION

Res-Pg: 7-3

PRE-QUALIFIED ARCHITECTURAL FIRMS 2019/2020

3/8/2019

		ARCHITECTURAL PLANNING AND INTERIOR DESIGN	MECHANICAL, ELECTRICAL, PLUMBING AND FIRE SUPPRESSION	STRUCTURAL ENGINEERING BUILDING DESIGN	ENVIRONMENTAL ENGINEERING SITE DESIGN	LANDSCAPE ARCHITECTURE AND DESIGN	CONSTRUCTION MANAGEMENT BUILDING OR PARK CONSTRUCTION	ENERGY ANALYSIS
1	AECOM Technical Services, Inc.	X	X	X	X	X	X	X
2	Advantage Engineers				X		X	
3	Anchor Point Architecture	X	X	X	X		X	X
4	ARH Associates			X	X	X	X	
5	Atane	X	X	X	X	X	X	X
6	Bach Associates	X	X	X	X	X	X	X
7	Becce Associates	X	X	X	X	X		X
8	Bohler Engineering NJ, LLC				X	X		
9	Brinkerhoff Environmental Services				X			
10	Buheart Horn	X	X	X	X			
11	CBRE Heery						X	
12	CDI L.R. Kimball	X	X	X	X	X		
13	Clark, Caton, Hintz	X				X		
14	CME Associates, LLC				X	X	X	
15	Concord Engineers		X				X	X
16	Consulting Engineer Services	X			X	X	X	
17	Control Point Associates							
18	Craig Testing						X	
19	D&B/Guarino Engineers, LLC	X	X	X	X	X	X	X
20	Daroff Design	X						
21	David Mason Associates			X	X			
22	Dewberry Engineering, Inc.				X	X		
23	DIGroup Architecture, LLC	X						
24	DLB Associates		X					X
25	DMR Architects	X						
26	Edgewater Design, LLC					X		
27	Environmental Resolution, Inc.				X	X	X	
28	Envision Consultants, Ltd.	X	X	X	X		X	
29	Ewing Cole	X	X	X				X
30	French & Parrello		X	X	X	X	X	X
31	Felberg & Associates, LLC	X						
32	Garrison Architects	X						
33	Gedeon GRC Consulting			X	X		X	
34	Grayhawk North America, LLC						X	X
35	Greenley & Hansen		X		X			X
36	Greenman-Pederson, Inc.						X	
37	HKA Global, Inc.							
38	HNTB Corp	X	X	X	X			
39	HOK	X		X		X		X
40	HEI Group	X						
41	IH Engineers, P.C.			X	X		X	
42	JMT		X	X	X	X	X	
43	Jingoli					X	X	X
44	JKRP Architects	X						
45	Joseph F. McKernan Jr. Architects & Associates, LLC	X	X	X	X	X	X	X
46	JZA+D Architects	X	X	X	X	X	X	X
47	Keller Engineers			X	X		X	
48	Key Engineers	X			X	X	X	
49	KMA Consulting Engineers							
50	KS Engineers, PC						X	

RESOLUTION

Res-Pg: 7-4

PRE-QUALIFIED ARCHITECTURAL FIRMS 2019/2020

3/8/2019

		A1 ARCHITECTURAL PLANNING AND INTERIOR DESIGN	A2 MECHANICAL ELECTRICAL PLUMBING AND FIRE SUPPRESSION	A3 STRUCTURAL ENGINEERING BUILDING DESIGN	A4 CIVIL ENGINEERING SITE DESIGN	A5 ENVIRONMENTAL ENGINEERING SITE DESIGN	A6 LANDSCAPE ARCHITECTURE AND DESIGN	A7 CONSTRUCTION MANAGEMENT BUILDING OR SITE CONSTRUCTION	A8 ENERGY ANALYSIS
51	Lamney & Giorgio Architects	X					X	X	X
52	LAN Associates	X	X		X	X			
53	Land Dimensions Engineering								
54	Lighthouse Architecture, LLC	X	X	X					
55	LSEA Corporation	X	X	X	X	X	X	X	X
56	Maser Consulting P.A.			X	X	X	X	X	X
57	McCormick Taylor				X	X			
58	McLaren Engineering			X	X				
59	Michael Baker International	X		X	X	X	X	X	
60	Mott MacDonald	X	X	X	X	X	X	X	X
61	Naik Group				X	X		X	
62	Netta Architects, LLC	X							
63	NK Architects	X		X			X		
64	New Road Construction Management							X	
65	NVS	X			X	X	X		
66	Pannoni		X	X	X	X	X	X	X
67	Princeton Hydro, LLC				X	X		X	
68	PS&S	X	X	X	X	X	X	X	X
69	PZS Architects	X	X	X	X	X	X	X	X
70	R2 Architects, LLC	X							
71	Radey Associates	X	X	X	X	X	X		
72	Rallpros								
73	RDS Associates		X						X
74	Remington & Vernick Engineers		X	X	X	X	X	X	X
75	Rockbrook Consulting Group		X						X
76	Rodier Ebersberger Architect	X	X	X	X	X			X
77	Settembrino Architects	X							
78	SND							X	
79	Seller & Drury	X							
80	Stantec Consulting Services, Inc.	X	X		X	X	X	X	
81	SIH Engineering, PC	X	X	X	X	X		X	
82	Splezle	X							X
83	Stonefield Engineering & Design						X		
84	STV, Inc.	X	X	X	X	X	X	X	X
85	Stefan Durant	X	X	X	X	X	X	X	X
86	SCSH Architects	X							
87	Suburban Consulting Engineers	X	X		X	X	X	X	
88	3D Engineering		X	X	X	X		X	X
89	T&M Associates	X	X	X	X	X	X	X	X
90	TTI Environmental					X			
91	Urban Engineers		X	X	X	X	X	X	X
92	USA Architects	X							
93	Van Cleef Engineering Associates, LLC							X	
94	VCOMM		X						
95	WSP Parsons Brinckerhoff							X	
96	Watchdog Real Estate Project Management							X	
97	Woodard & Curran				X	X			

RESOLUTION

No.	Engineers & Architects	B1 - COUNTY ROADWAY DESIGN	B2 - TRAFFIC SIGNAL DESIGN AND TRAFFIC REPORTS	B3 - MAJOR BRIDGE DESIGN AND INSPECTION	B4 - MINOR BRIDGE DESIGN AND INSPECTION	B5 - DAM DESIGN & DAM INSPECTION	B6 - LAND SURVEYS	B7 - LICENSED SITE REMEDIATION PROFESSIONAL (I SEPT)	B8 - WATER & WASTEWATER	B9 - CONSTRUCTION MANAGEMENT - ENGINEERING PROJECTS
1	3D Engineering & Construction	X	X		X		X		X	X
2	Advantage							X		
3	AECOM	X	X	X	X	X	X	X	X	X
4	ARH Associates	X	X	X	X	X	X	X	X	X
5	ATANE	X		X	X		X			X
6	Bach Associates	X	X	X	X	X	X	X	X	X
7	Bohler Engineering	X								
8	Brinkerhoff Environmental Services	X	X	X	X	X	X	X	X	X
9	Buckhart Horn	X	X	X	X	X	X	X	X	X
10	CBRE/HEERY									X
11	CDI L.R. Kimball	X	X	X	X	X	X		X	
12	CME Associates, LLC	X	X	X	X	X	X	X	X	X
13	Concord Engineering								X	X
14	CES Consulting Engineer Services	X	X	X	X	X	X	X	X	X
15	Control Point Associates, Inc.						X			
16	Craig Testing									X
17	D&B/Guarino Engineers, LLC	X						X	X	X
18	Dewberry Engineering, Inc.	X	X	X	X	X	X	X		X
19	DLB Associates								X	X
20	Environmental Resolution, Inc.	X	X			X	X	X	X	X
21	Envision Consultants, Ltd.	X		X	X				X	
22	French & Parrello	X	X	X	X	X	X	X	X	X
23	Geddon GRC Consulting	X	X	X	X					X
24	Greenley & Hansen								X	X
25	Greenman-Pederson, Inc.	X	X	X	X	X				X
26	Greyhawk									X
27	HKA Global Inc.									X
28	HNTB Corp	X	X	X	X	X				X
29	IH Engineers, P.C.	X	X	X	X					X
30	JMT	X	X	X	X	X	X		X	X
31	Joseph Jiragi & Son, Inc.									X
32	Keller Engineers	X		X	X	X	X		X	X
33	Key Engineers	X	X		X	X	X			X
34	KMA	X	X		X		X			
35	KS Engineers, PC	X	X	X	X		X			X
36	Land Dimensions	X					X		X	X
37	LSEA	X	X	X	X		X		X	X
38	Maser Consulting P.A.	X	X	X	X	X	X	X	X	X
39	McCormick Taylor	X	X	X	X	X				
40	McLaren Engineering Group			X	X		X			
41	Mott McDonald	X	X	X	X	X	X	X	X	X
42	N/V/5	X	X	X	X	X	X	X		
43	Naik Group	X	X	X	X	X	X			X
44	New Road Construction Management									X
45	NV5	X	X	X	X	X	X	X		
46	Pannoni	X	X	X	X	X	X	X	X	X
47	Princeton Hydro					X			X	X
48	PS&S	X	X	X	X	X	X	X	X	X
49	RailPros		X							X
50	Reminton & Vernick Engineers	X	X	X	X	X	X	X	X	X
51	SIH Engineering, PC	X	X	X	X	X				X
52	Snd Partners									X
53	Stantec	X	X	X	X	X	X	X		
54	Stonefield	X	X				X			
55	STV	X	X	X	X	X	X	X	X	X
56	T&M Associates	X	X	X	X	X	X	X	X	X
57	TTI Environmental Inc.							X		
58	Urban Engineers	X	X	X	X		X			X

RESOLUTION NO. FY2019-157

**RESOLUTION AUTHORIZING RENEWAL OF INSURANCE CONTRACT
WITH UNUM FOR EMPLOYEE BENEFIT 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 the subject insurance is exempt from bidding in accordance with N.J.S.A. 18A:64A-25.5 (a) (11); and

WHEREAS, the College offers a benefit of insurance options for long term care (LTC) to full time non-affiliated employees which constitutes approximately 58 employees; and

WHEREAS, the College offers a basic minimum *non-contributory* long term care (LTC) coverage to full time non-affiliated employees and *contributory* (payroll deduction) LTC, if elected by employee for extended coverage or for dependents, and;

WHEREAS, Camden County College, through its broker and consultant Connor Strong was unable to solicit any other competing proposals for this coverage using a process that was consistent with open public bidding to the greatest extent possible; and no others being willing to submit a proposal for such insurance due to carriers vacating the group long term care market or not taking new clients; and

WHEREAS, Unum, the College's current provider, continues to provide the best value with no change in cost, coverage or eligibility. Costs for the non-contributory benefit increases are approximately \$18,000 per year and the contributory (payroll deduction) benefit is approximately \$8,400 based on the current census and participation; and

WHEREAS, Unum has been providing long term care benefits for more than 25 years and has 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

WHEREAS, the College's Executive Director for Finance and Planning has certified that funding for this action is available in account #159000-21780 & 159000-21670 and will be encumbered and also further certifies to timely receipt from Unum of the executed Business Entity Disclosure Certificate, Political Contribution Disclosure Form and Determination of Value; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that conditioned upon the receipt of all required documents and the execution of any required contract the College is hereby authorized to enter into a Non-Open and Fair contract for long term care benefits for employees with Unum for a term commencing on August 1, 2018 through December 31, 2021 at an approximate cost of \$26,400 per year; and

May 7, 2019

RESOLUTION NO. FY2019-157

ALSO, BE IT FURTHER RESOLVED, that should it be determined that the appropriate document are not received by this date, then the Executive Committee of the Board is empowered hereby to make the award upon receipt of the all necessary documentation; 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 the College to enter into a renewal but conditions any award a non-open and fair contract for long term care insurance for eligible non-affiliated employees to Unum for a term commencing on August, 1, 2018 and ending December 31, 2021. The cost is approximately \$26,400 (\$18,000 College funds and \$8,400 employee contributions) per year.

RESOLUTION NO. FY2019-158

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO EDUCATIONAL COMPUTER SYSTEMS, INC. T/A HEARTLAND CAMPUS SOLUTIONS ESCI

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

WHEREAS, Educational Computer Systems, Inc. T/A Heartland Campus Solutions ESCI has a RecoverySelect Solution, which is a billing service that directly integrates with our Ellucian Company LP D/B/A Ellucian Support, Inc. *Colleague*® student information systems, payment plan, planning and records. ECSI is owned by Global Payments, Inc., which is also the parent company for our payment plan system. With RecoverySelect, the College accounts that are marked delinquent within our current payment processing system will then become a “soft-gloved” approach for our student account recovery process that is automated to begin an attempt to increase our student retention with College approved payment plan options that provide our students with additional options for repayment, which is anticipated to increase College revenues.

WHEREAS, it is the recommendation of Edward Reynolds, Director of Financial Services, Diane Fauser, Executive Director of Accounting Services, Maris Kukainis, Executive Director of Financial Administrative Services and Helen Antonakakis, Executive Director for Finance and Planning to award a two year non-fair and open contract to Educational Computer Systems, Inc. T/A Heartland Campus Solutions ESCI (**#FY19BEDC-17**) pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of \$200,000.00 during the period of May 8, 2019 through April 30, 2021; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #159011-64516 and acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure form and Determination of Value, which reflect that no contribution was made that would bar the contract and that the Vendor agrees to prohibition against making contribution limits during the term of the contract;

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract is hereby AWARDED to **Educational Computer Systems, Inc. T/A Heartland Campus Solutions ESCI (#FY19BEDC-17)** for the RecoverySelect Solution to increase retention by offering payment plan options for students with past due balances in the anticipated total amount of **\$200,000.00** with terms commencing on **May 8, 2019 through April 30, 2021**; 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 two-year non-fair and open contract to **Educational Computer Systems, Inc. T/A Heartland Campus Solutions ESCI** to increase retention by offering payment plan options for students with past due balances in the anticipated amount of \$200,000.00 during the period of **May 8, 2019 through April 30, 2021**. Recommending staff anticipate potential new revenue of \$500,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-159

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
ELLUCIAN COMPANY, LP D/B/A ELLUCIAN SUPPORT, INC. FOR OUR *Colleague*®
STUDENT REGISTRATION, PAYMENT, PLANNING AND RECORDS SYSTEMS**

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

WHEREAS, Ellucian Company, LP d/b/a Ellucian Support, Inc. has provided the College with our student system software including *Colleague*®, WebAdvisor, Envision and Payment Center (ESCI FKA Touchnet), student planning licensure and maintenance, technical support, training, consultation services and related expenses in support of our operations with their expertise and experience. They have sole and exclusive right to license this software, programs and related supporting products; and

WHEREAS, it is the recommendation of Anthony Nastasi, Applications Manager, Office of Information Technology, Jack Post, Chief Information Officer, Office of Information Technology, and Debora McKee, Manager of Purchasing, to award a non-fair and open contract to Ellucian Company, LP d/b/a Ellucian Support, Inc. (**#FY19BEDC-13**) on an as-needed basis pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271,s.2 in the anticipated contract amount of **\$852,000.00** during the period of July 1,2019 through June 30, 2021; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #165081-65609 and acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure form and Determination of Value, which reflect that no contribution was made that would bar the contract and that the Vendor agrees to prohibition against making contribution limits during the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **Ellucian Company LP, d/b/a Ellucian Support, Inc. (#FY19BEDC-13)** to provide licensing, service and support for *Colleague*® and related supporting products in the anticipated total two-year contract amount of **\$852,000.00** with terms commencing on **July 1, 2019** through **June 30, 2021**; 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 two-year non-fair and open contract to Ellucian Company LP, d/b/a Ellucian Support, Inc. to provide licensing, service and support for student system software including *Colleague*®, WebAdvisor, Envision and Payment Center (ESCI FKA Touchnet), and related supporting products in the estimated total two-year contract amount of **\$852,000.00** during the period of July 1, 2019 through June 30, 2021. It authorizes the College staff to execute an agreement with further details of appropriate contract terms. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-160

RESOLUTION AWARDING A NON-PROFIT CONTRACT TO THE COLLEGE BOARD

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.*, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and

WHEREAS, the College uses the **Accuplacer** placement test instrument which is utilized by all the New Jersey county colleges that are engaged in a statewide policy regarding standardized placement based on results. The county colleges receive a reduced rate on the test pricing at \$1.95 per unit. Due to the uniform systems, significant investment in both training staff/faculty and programming electronic interfaces, and the dependence of student success upon correct placement, as well as the investment of money to purchase access to this instrument would not be feasible or fiscally responsible to engage in an ongoing fair and open proposal process each fiscal year. The College Board has copyright and sole and exclusive rights to license Accuplacer and related supporting products and services utilized by the College; and

WHEREAS, it is the recommendation of Daniel McMasters, Director of Testing, Anne Daly-Eimer, Dean of Enrollment and Student Services, Maris Kukainis, Executive Director of Financial Administrative Services and Debora McKee, Manager of Purchasing, to recommend the award of a non-profit contract to The College Board (#FY19NP-15); and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funds are available in account #137170-62200 and in various College departmental accounts on an as-needed basis for FY2020; and contingent upon the availability of funding in FY2021; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) contingent on funding and/or contains an appropriate cancellation clause; and

WHEREAS, the County College Contracts Law at N.J.S.A.18A:64A-25.3 thru 25.5 requires that this contract be awarded by resolution of the Board of Trustees at a public meeting; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-profit contract be and is hereby **AWARDED** to **The College Board (#FY19NP-15)** in the anticipated two-year contract amount of **\$240,000.00** with terms commencing **September 1, 2019** through **August 31, 2021**; and

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

SUMMARY STATEMENT

This resolution awards a non-profit contract to **The College Board (#FY19NP-15)** in the anticipated two-year contract amount of **\$240,000.00** with terms commencing **September 1, 2019** through **August 31, 2021**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-161

RESOLUTION AUTHORIZING AGREEMENT WITH SETON HALL UNIVERSITY FOR AN EXECUTIVE MASTER OF ARTS/EDUCATION SPECIALIST PROGRAM 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, Seton Hall University, as a separate educational entity, wishes to offer an Executive Master of Arts/Education Specialist Program (M.A./Ed.S.) degree in Education Leadership, Management and Policy hosted at the College's William G. Rohrer Center in Cherry Hill; and

WHEREAS, the Executive Master of Arts/Education Specialist Program degree will provide teachers and other educators the opportunity to earn an M.A. or Ed.S degree in order to become eligible for certification as a school leader and expand the network of school leaders in Camden and surrounding counties; and

WHEREAS, the Executive Master of Arts/Education Specialist Program degree will be offered in an executive format that will be modeled after the College's existing cohort, fee-based programs in school leadership and will utilize a blended delivery system with both online and in-seat courses, with in-seat classes meeting at Camden County College facilities; and

WHEREAS, the College will provide Seton Hall University with classroom space and other services necessary for the proper functioning of the academic program on the William G. Rohrer Campus such as furnishings, equipment, media and custodial services appropriate for teaching graduate-level classes; and

WHEREAS, Seton Hall University proposes to compensate the College a flat rate fee of \$50,000 for each two-year cohort, regardless of size, to be paid in four equal installments over a two-year period by December 15 and May 15 of each year; and

WHEREAS, the Executive Vice President for Academic & Student Affairs, David Edwards and the Executive Director of Finance and Planning, Helen Antonakakis recommend entering into this agreement.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves an agreement with Seton Hall University for the purpose of offering an Executive Master of Arts/Education Specialist Program degree at the William G. Rohrer Center 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 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 negotiation of an agreement with Seton Hall University with the purpose of offering an Executive Master of Arts/Education Specialist Program degree at the William G. Rohrer Center in return for a flat rate fee of \$50,000 for each two-year cohort to offset the cost of administering the program.

May 7, 2019

RESOLUTION NO. FY2019-162

RESOLUTION AUTHORIZING AGREEMENT WITH RUTGERS, THE STATE UNIVERSITY, DIVISION OF CONTINUING STUDIES, FOR A SHARED SERVICE AGREEMENT AND FACILITIES USE LICENSE

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 (CCC) has a mutually beneficial relationship with Rutgers-The State University of New Jersey; and

WHEREAS, Rutgers University's Division of Continuing Studies (DCS) wishes to enter into a Shared Services Agreement with CCC for a Facilities Use License for the utilization of space on the Blackwood Campus; and

WHEREAS, Rutgers University wishes to operate a Division of Continuing Studies (DCS) program in approximately 1,585 dedicated square feet located in CIM Office Suite 301 and CIM 203 Computer lab; and

WHEREAS, CIM 203 lab would be available for all Rutgers students, including RBHS – School of Health Professions and School of Nursing; and

WHEREAS, Rutgers DCS agrees to pay the College an annual total amount of Forty-Eight Thousand Four Hundred Sixty Two Dollars (\$48,462), payable in twelve monthly installments; and

WHEREAS, The Executive Vice President for Academic & Student Affairs, David Edwards, and the Executive Director of Finance and Planning, Helen Antonakakis, recommend entering into this agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes entry by the College into a Shared Services Agreement and Facilities Use License with Rutgers University's Division of Continuing Studies for the period July 1, 2019 to June 30, 2020; 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 negotiation of a Shared Services Agreement and Facilities Use License with Rutgers University's Division of Continuing Studies for the period July 1, 2019 to June 30, 2020 at a total rate of \$48,462 for 1,585 square feet of space at CIM Office Suite 301 and CIM 203 Computer Lab.

May 7, 2019

RESOLUTION NO. FY2019-163

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 August 15, 2019 to June 15, 2020 at Blackwood Campus, which expands to include two additional classrooms. The Agreement also encompasses July 1, 2019 to June 30, 2020 at the Rohrer Center, which expands to include summer 2019, and an additional seminar room, Rohrer 205, from July 1, 2019 to August 15, 2019. Y.A.L.E. will pay rent to the College in the amount of Three Hundred Forty Three Thousand Fifteen Dollars (\$343,015) for nine classrooms, one summer use seminar room 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 August 15, 2019 to June 15, 2020 at the Blackwood Campus, which expands to include two additional classrooms. The Agreement also encompasses July 1, 2019 to June 30, 2020 at the Rohrer Center, which expands to include summer 2019, and an additional seminar room, Rohrer 205, from July 1, 2019 to August 15, 2019. Y.A.L.E. will pay rent to the College in the amount of Three Hundred Forty Three Thousand Fifteen Dollars (\$343,015) for nine classrooms, one summer use seminar room and two offices.

May 7, 2019

RESOLUTION NO. FY2019-164

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR EVENTS TENT RENTAL
AND INSTALLATION 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 publicly advertised bid for FY2020 **Events Tent Rental and Installation**, Bid #FY19ITB-41, was received; and

WHEREAS, the bid submission from L & A Tent Rentals, Inc., Hamilton, NJ is rejected as an insufficient bid response for non-compliance with the Disclosure of Investment Activities in Iran form; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager, Facilities and Melissa Manera, Manager of Purchasing, Acting, to reject the bidder as stated herein and re-advertise the bid; and

BE IT FURTHER RESOLVED, that the Manager of Purchasing, Acting is authorized to re-advertise the bid; and

SUMMARY STATEMENT

This resolution rejects the bid submission for events tent rental and installation and further authorizes the Manager of Purchasing, Acting, to re-advertise the bid. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-165

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR ACADEMIC
LABORATORY SUPPLIES FY2020, REJECTION OF ITEMS & AUTHORIZATION TO
RE-ADVERTISE NO BID AND REJECTED ITEMS**

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, the College publicly advertised bids for **Academic Laboratory Supplies FY2020**, Bid #FY19ITB-36, which were received and are attached below under “Bid Responses”; and no bids were received for Item #57; and

WHEREAS, bid submissions were received from IDEXX, Westbrook, ME, and Remel, Inc., Lenexa, KS, which are rejected as insufficient bid responses; and

WHEREAS, the individual rejected bid items are identified on the attached Rejected Items Justification Listing; and Items #39, #109 and #186 are being rejected from all bidders and will be re-advertised; and

WHEREAS, it is the recommendation of John Austin, Chemistry Technician; Rita Pagano, Biology Laboratories Technician; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award contracts for the individual items identified to each bidder on the attached Individual Itemized Award Listing as well as set forth below for these were respectively the lowest responsible bidders. It is further recommended that the College re-advertise both the no bid Item and rejected Items identified herein; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in the full bid amount in accounts #112405-62206 and #112410-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-36 for Academic Laboratory Supplies FY2020** be and is hereby AWARDED to those bidders identified below and on the attached Individual Itemized Award Listing as follows:

- 1) **Bio-Rad Laboratories, Inc.** in the total contract amount of **\$1,370.00**; and
 - 2) **Carolina Biological Supply** in the total contract amount of **\$17,388.56**; and
 - 3) **Fisher Scientific Co., LLC** in the total contract amount of **\$11,690.58**; and
 - 4) **J & H Berge, Inc.** in the total contract amount of **\$6,006.55**; and
 - 5) **Nasco Education, LLC** in the total contract amount of **\$850.10**; and
 - 6) **Parco Scientific Co.** in the total contract amount of **\$2,099.50**; and
 - 7) **Thomas Scientific, LLC** in the total contract amount of **\$1,834.89**; and
 - 8) **VWR International, LLC** in the total contract amount of **\$22,061.28**;
- for these contracts and in the grand total amount of **\$63,301.46** and rejects all other bids; and

RESOLUTION NO. FY2019-165

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.

ALSO, BE IT FURTHER RESOLVED the Manager of Purchasing, Acting be authorized to re-advertise both the no bid and rejected **Items #39, #57, #109 and #186.**

SUMMARY STATEMENT

This resolution awards the bid contracts for the individually bid items on the attached Individual Itemized Award Listing to the respectively above listed bidders for the total amount awarded as identified above for a total of **\$63,301.46**. It further authorizes the Manager of Purchasing, Acting to re-advertise the no bid and rejected Items #39, #57, #109 and #186. It also disqualifies certain non-compliant Items on the attached Rejected Items Justification Listing. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Responses
for
Academic Laboratory Supplies FY2020
(Bid #FY19ITB-36)

Bidders	Total Bid
Bio Corporation d/b/a Bio Corp. Alexandria, MN	\$9,257.10
Bio-Rad Laboratories, Inc. Hercules, CA	\$2,910.00
Carolina Biological Supply Burlington, NC	\$43,937.68
Fisher Scientific Co., LLC Pittsburg, PA	\$70,896.60
J & H Berge, Inc. S. Plainfield, NJ	\$41,441.88
Johnson Scientific, Inc. Williamstown, NJ	\$8,824.00
Nasco Education, LLC Fort Atkinson, WI	\$8,905.87
Parco Scientific Co. Windsor, CA	\$17,124.88
Thomas Scientific, LLC Swedesboro, NJ	\$33,831.38
VWR International, LLC Radnor, PA	\$59,924.43

*The following company submitted a no-bid response: School Specialty; Lancaster, PA

Rejected Items Justification Listing
For
Academic Laboratory Supplies FY2020
(Bid #FY19ITB-36)

Base Bid A (Biology)

- 1) **Bio Corporation** for **Items:**
#70, #71, #72, #75, #77 and #79 does not meet the specifications for formalin and formaldehyde; and
- 2) **Carolina Biological Supply** for **Items:**
#48, #51 and #54 not compatible with existing equipment; and
- 3) **Fisher Scientific Co., Inc.** for **Items:**
#39 does not match specifications for item requested; and
#92 does not match specifications for reagent grade; and
- 4) **Johnson Scientific Co.** for **Items:**
#107 thru #109 not compatible with existing equipment; and
- 5) **Nasco Education, LLC** for **Items:**
#38 does not meet the specification for paper dividers; and
#95 does not match specifications for item requested; and
- 6) **Parco Scientific Co.** for **Item:**
#98 does not match specifications for item requested; and
- 7) **Thomas Scientific, LLC** for **Items:**
#46 do not meet the specifications for size required; and
#105 and #113 does not match specifications for item requested; and
- 8) **VWR International, LLC** for **Items:**
#2, #6 and #10 are purchased as a part of the set; and
#33 does not match specifications for existing stock; and
#38 does not meet the specification for paper dividers; and
#70, #71, #75 and #81 does not meet the specifications for formalin and formaldehyde; and
#105 does not match specifications for item requested; and

Base Bid B (Chemistry)

- 1) **Carolina Biological Supply** for **Items:**
#142 and #143 does not meet specifications for size or shape; and
#170 and #180 does not meet specifications for quantity; and
#175 does not meet specifications for concentration requirements; and
- 2) **Fisher Scientific Co., Inc.** for **Items:**
#124, #159, #160, #181 and #191 does not meet specifications for quantity requested; and

RESOLUTION NO. FY2019-165

- 3) **Johnson Scientific, Inc. for Items:**
#119 and #145 does not meet specifications for item requested; and
- 4) **Nasco Education, LLC for Items:**
#122 and #123 does not meet specifications for particle retention; and
- 5) **Thomas Scientific, LLC for Item:**
#186 does not meet specifications for item requested; and
- 6) **VWR International, LLC for Item:**
#186 does not meet specifications for item requested; and

Base Bid C (Microbiology)

- 1) **Carolina Biological Supply for Items:**
#234 does not meet specifications for size requirements; and
#243 does not meet specifications for tray to be included; and
#247 does not meet specifications for quantity; and
- 2) **VWR International, LLC for Items:**
#241 does not meet specifications for the plastic tray required for the specified kit; and
#243 does not meet specifications for diagnostic compatibility; and
#248 does not meet specifications for screw top cap.

Individual Itemized Award Listing
For
Academic Laboratory Supplies FY2020
(Bid #FY19ITB-36)

Base Bid A (Biology)

- Bio-Rad Laboratories, Inc. for Items:**
#48 and #51 thru #54 in the amount of \$1,370.00; and
- Carolina Biological Supply for Items:**
#1 through #17, #33 thru #35, #40, #43, #59, #71 thru #74, #76, #78, #80, #81, #84, #85 and #87 in the amount of \$15,849.15; and
- Fisher Scientific Co., Inc. for Items:**
#27, #30, #37, #38, #46, #62, #69, #91, #102, #103, #107 and #108 in the amount of \$3,258.53; and
- J & H Berge, Inc. for Items:**
#89, #104, #105 and #112 in the amount of \$624.80; and
- Nasco Education, LLC for Items:**
#41, #45, #61, #70, #75, #82 and #96 in the amount of \$850.10; and
- Parco Scientific Co. for Items:**
#90 and #97 in the amount of \$964.00; and
- Thomas Scientific, LLC for Items:**
#18 thru #26, #63 and #110 in the amount of \$612.27; and
- VWR International, LLC for Items:**

RESOLUTION NO. FY2019-165

#28, #29, #31, #32, #36, #42, #44, #47, #49, #50, #55, #56, #58, #60, #64 thru #68, #77, #79, #83, #86, #88, #92 thru #95, #98 thru #101, #106, #111, #113, in the amount of \$5,251.19; and

Base Bid B (Chemistry)

Carolina Biological Supply for Items:

#130, #131, #155, #164, #171, #173, #174, #179 and #181 thru #185 in the amount of \$966.82; and

Fisher Scientific Co., Inc. for Items:

#125, #140, #150, #156, #157, #175 and #190 in the amount of \$753.79; and

J & H Berge, Inc. for Items:

#124, #126, #127, #132, #134, #135, #148, #154 and #158 in the amount of \$1,721.80; and

Parco Scientific Co. for Items:

#128, #133, #136, #139 and #149 in the amount of \$219.50; and

Thomas Scientific, LLC for Items:

#116, #122, #123 and #161 in the amount of \$355.64; and

VWR International, LLC for Items:

#114, #115, #117 thru #121, #129, #137, #138, #141 thru #144, #146, #147, #151 thru #153, #159, #160, #162, #163, #165 thru #170, #172, #176 thru #178, #180, #187 thru #189 and #191 in the amount of \$11,437.64; and

Base Bid C (Microbiology)

Carolina Biological Supply for Items:

#192, #214, #216, #220 thru #223, #225, #227 and #228 in the amount of \$572.59; and

Fisher Scientific Co., Inc. for Items:

#211, #212, #219, #226, #231, #234, #236, #238, #240 thru #243, #245 and #248 in the amount of \$7,678.26; and

J & H Berge, Inc. for Items:

#194, #203, #205, #208 thru #210 and #235 in the amount of \$3,659.95; and

Parco Scientific Co. for Items:

#196, #197, #199, #201, #206 and #207 in the amount of \$916.00; and

Thomas Scientific, LLC for Items:

##193, #237 and #239 in the amount of \$866.98; and

VWR International, LLC for Items:

#195, #198, #200, #202, #204, #213, #215, #217, #218, #224, #229, #230, #232, #233, #244, #246, #247, #249 thru #252 in the amount of \$5,372.45.

RESOLUTION NO. FY2019-166

**RESOLUTION AUTHORIZING AWARD OF CONTRACT AFTER PUBLIC BID
FOR DOORS, FRAMES AND SUPPLIES**

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 the **Doors, Frames and Supplies**, Bid #FY19ITB-38, were received and are attached under “Bid Responses”; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager; Patrick Shuttleworth, Director of Facilities Operations and Maintenance; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award a contract as identified on the attached Bid Response as set forth therein as being the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the funds are available on as-needed basis in account ##164688-62417 in Year 1 and contingent upon the availability of funding in Year 2.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Bid #FY19ITB-38 for **Doors, Frames and Supplies** be and is hereby AWARDED to **Liberty Door Systems, LLC** in the anticipated amount of **\$30,000.00** with terms commencing **July 1, 2019 through June 30, 2021** pursuant to the terms and conditions for the bid and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the bid contract to **Liberty Door Systems, LLC** in the anticipated amount of **\$30,000.00** with terms commencing **July 1, 2019 through June 30, 2021** pursuant to the terms and conditions for the bid as noted on the attached Bid Responses. These services are required for the procurement of doors, frames and supplies during the contract term. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2019-166

Bid Response
For
Doors, Frames and Supplies
(Bid #FY19ITB-44)

Bidders	Total Year 1 and Year 2 (Items #1 through #54)	% Discount Year 1 and Year 2 (Item #55)
Accredited Lock and Door Hardware Co. Secaucus, NJ	\$883.57*	50%
Liberty Door Systems, LLC Philadelphia, PA	\$24,412.50	50%

***Submitted a partial bid.**

May 7, 2019

RESOLUTION NO. FY2019-167

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
MICROSCOPE EQUIPMENT, SERVICE AND REPAIRS**

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 it was publicly advertised for bids for **Microscope Equipment, Service and Repairs**, Bid #FY19ITB-48, to which the attached below under “Bid Response” was received by the College; and

WHEREAS, it is the recommendation of Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director of 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

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in various departmental accounts for Year 1. Funds in Year 2 are subject to the availability of funding; and is so noted that any contract award or entered into is conditioned upon and shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-48 for Microscope Equipment, Service and Repairs** be and is hereby AWARDED to **I. Miller Precision Optical Instruments** in the anticipated contract amount of **\$30,000.00 (Base Bid A** anticipated at \$10,000.00) and **(Base Bid B** anticipated at \$20,000.00) **on an as-needed basis** with terms commencing on **May 8, 2019** through **April 30, 2020** with an optional one-year renewal contract from May 1, 2020 through April 30, 2021 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 for **Microscope Equipment, Service and Repairs** to the lowest responsible bidder, as noted on the attached Individual Itemized Award, which is **I. Miller Precision Optical Instruments** in the anticipated contract amount of **\$30,000.00 (Base Bid A** anticipated at \$10,000.00) and **(Base Bid B** anticipated at \$20,000.00) **on an as-needed basis** with terms commencing on **May 8, 2019** through **April 30, 2020** with an optional one-year renewal contract from May 1, 2020 through April 30, 2021 pursuant to the terms and conditions for the bid. The microscope equipment, service and repairs are required on an as-needed basis during the first period 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.

May 7, 2019

Bid Response
for
Microscope Equipment, Service and Repairs
(Bid #FY19ITB-48)

I. Miller Precision Optical Instruments
Feasterville, PA

Base Bid A: (Purchase)

ITEM #	MANUFACTURER BRAND NAME (or Equivalent)	% DISCOUNT (Year 1)	% DISCOUNT (Year 2 – Optional One (1) Year Renewal Contract)
A1	Accuscope	15%	15%
A2	Leica	5% (cameras & accessories) 10% (complete microscope only)	5% (cameras & accessories) 10% (complete microscope only)
A3	Labomed	15%	15%
A4	Meiji	10%	10%
A5	Motic	15%	15%
A6	National	15%	15%
A7	Swift	10%	10%
A8	Unitrom	10%	10%

Base Bid B: (Service & Repair)

	<u>Year 1</u>	<u>Year 2</u>
Quantity 1-5	\$29.00/each	\$30.00/each
Quantity 6-30	\$29.00/each	\$30.00/each
Quantity 31+	\$29.00/each	\$30.00/each
Repair Cost (Labor)	\$80.00/hour	\$82.00/hour
Freight Cost	\$18.00/per scope	\$18.00/per scope

ITEM #	MANUFACTURER BRAND NAME (or Equivalent)	% DISCOUNT (Year 1)	% DISCOUNT (Year 2)
B1	Accuscope	5%	5%
B2	Advanced Microscope Group	0%	0%
B3	Bausch & Lomb	5%	5%
B4	Eagle	0%	0%
B5	Fisher Scientific	0%	0%
B6	Jenco	0%	0%
B7	Labomed	5%	5%
B8	Leica	2%	2%
B9	Meiji	5%	5%

RESOLUTION NO. FY2019-167

ITEM #	MANUFACTURER BRAND NAME (or Equivalent)	% DISCOUNT (Year 1)	% DISCOUNT (Year 2)
B10	Microscopes, Inc.	0%	0%
B11	National	5%	5%
B12	Motic	5%	5%
B13	Olympus	0%	0%
B14	Swift	5%	5%
B15	Thomas Scientific	0%	0%
B16	Reichert-Jung	5%	5%
B17	Unitrom	5%	5%

RESOLUTION NO. FY2019-168

**RESOLUTION AWARDING FY2020 CONTRACT AFTER PUBLIC BID FOR
VETERINARY TECHNOLOGY SUPPLIES, EQUIPMENT AND SERVICE
REJECTIONS AND RE-ADVERTISEMENT OR WHERE NO BID WAS RECEIVED**

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 the College publicly advertised for **Veterinary Technology Supplies, Equipment and Service FY2020**, Bid **#FY19ITB-31**, bids were received and are attached below under “Bid Responses”; and

WHEREAS, the College received no bids or no qualified bids for Items #1 thru #5, #9, #11, #16 thru #22, #24 thru #27, #34 thru #40, #42, #43, #45, #47, #48, #53 thru #55, #60, #63 thru #66, #71, #74, #75, #77, #78, #80, #85 thru #89, #92 thru #94, #96 thru #98, #102 thru #116, #118 thru #134, #143, #145, #146, #149, #154 thru #156, #159 thru #167, #170 thru #175, #177, #179, #180, #182 thru #185, #190 thru #192, #194 thru #197 and #199 thru #234; and

WHEREAS, the department has determined to no longer require Items #156 thru #158, #176, #178, #181, #186 thru #189, #193 and #198; and

WHEREAS, it is the recommendation of Joan Ulrich, Lab Technician Veterinary Technology; Peggy Dorsey, Director of Veterinary Technology; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award contracts for the individual items identified to the bidders on the attached Individual Itemized Award Listing as well as set forth below for these were respectively the lowest responsible bidders. It is further recommended that the College re-advertise the rejected and no bid Items identified herein; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #112400-62206 and is contingent upon final State of New Jersey Carl D. Perkins FY2020 grant funding approval in account #516656-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19ITB-31 for Veterinary Technology Supplies, Equipment and Service FY2020** be and is hereby AWARDED to those respectively identified on the attached Individual Itemized Award Listing as follows and below :

- 1) **Thomas Scientific**; and
- 2) **VWR Int’l, Inc. d/b/a Ward’s Science**

for these contracts **on an as-needed basis** in the **anticipated amount of \$10,000.00** with terms commencing on **July 1, 2019** through **June 30, 2020** pursuant to the terms and conditions for the bid and rejects all other bids; and

BE IT FURTHER RESOLVED the Manager of Purchasing, Acting, be authorized to re-advertise the non-awarded or no bid **Items #1 thru #5, #8 thru #13, #16 thru #27, #32 thru #40, #42, #43, #45, #47, #48, #52 thru #55, #57, #60 thru #69, #71, #74, #75, #77, #78, #80**

May 7, 2019

RESOLUTION NO. FY2019-168

thru #83, #85 thru #89, #92 thru #94, #96 thru #98, #101 thru #139, #142 thru #149, #152 thru #155, #159 thru #175, #177, #179, #180, #182 thru #185, #190 thru #192, #194 thru #197 and #199 thru #234.

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

SUMMARY STATEMENT

This resolution awards contracts for the individually low bid items on the attached Individual Itemized Award Listing to the respectively above listed bidders for the anticipated amount **\$10,000.00** awarded as needed for respective items to Thomas Scientific; and VWR Int'l, Inc. d/b/a Ward's Science identified above.

It further authorizes the Manager of Purchasing, Acting, to re-advertise the rejected and no bid Items #1 thru #5, #8 thru #13, #16 thru #27, #32 thru #40, #42, #43, #45, #47, #48, #52 thru #55, #57, #60 thru #69, #71, #74, #75, #77, #78, #80 thru #83, #85 thru #89, #92 thru #94, #96 thru #98, #101 thru #139, #142 thru #149, #152 thru #155, #159 thru #175, #177, #179, #180, #182 thru #185, #190 thru #192, #194 thru #197 and #199 thru #234.

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

Bid Responses
for
Veterinary Technology Supplies, Equipment and Service FY2020
(Bid #FY19ITB-31)

Bidders	Total Bid Items	Total Bid
Thomas Scientific Swedesboro, NJ	24 Items	\$3,307.27
VWR International, Inc. d/b/a Ward's Science Est Henrietta, NY	72 Items	\$16,571.60

Note: No bid response was received from Pocket Nurse Enterprises, Inc., Monaca, PA

Individual Itemized Rejection Listing
for
Veterinary Technology Supplies, Equipment and Service FY2020
(Bid #FY19ITB-31)

Rejected:

Thomas Scientifics for Items:

**#8, #10, #13, #57 and #81 thru #83 due to budgetary constraints;
 #33 and #152 does not meet specification for size;
 #153, #186 and #187 are no longer required; and**

VWR International, Inc. d/b/a Ward's Science for Items:

**#8, #10, #12, #23, #57, #61, #62, #81 thru #83, #117, #135 thru #139, #144, #147,
 #148, #158, #168 and #169 due to budgetary constraints;
 #32, #101 and #152 does not meet specification for size;
 #33 does not meet the specifications for quantity;
 #67 thru #69 does not meet specification for required preservative;
 #52 and #142 are not the items specified;
 #157, #176, #178, #181, #186 thru #189, #193 and #198 are no longer required by
 the department; and**

Individual Itemized Award Listing
For
Veterinary Technology Supplies, Equipment and Service FY2020
(Bid #FY19ITB-31)

Awarded:

Thomas Scientific for Items:

6, #7, #14, #29, #50, #51, #79 and #90; and

VWR International, Inc. d/b/a Ward's Science for Items:

RESOLUTION NO. FY2019-168

**#15, #28, #30, #31, #41, #44, #46, #49, #56, #58, #59, #70, #72, #73, #76, #84, #91,
#95, #99, #100, #140, #141, #150 and #151.**

RESOLUTION NO. FY2019-169

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
INSTRUCTIONAL AND NON-INSTRUCTIONAL LABORATORY AND MEDICAL
SUPPLY/EQUIPMENT CATALOGS**

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 acting for NJCC JPC, it publicly advertised and opened the bids for **Instructional and Non-Instructional Laboratory and Medical Supply/Equipment Catalogs**, Bid #FY19JPC-45, which were received and are attached below under "Bid Responses" ; and

WHEREAS, no bids were received for Items #3, #5, #7, #9, #11, #13, #14, #16, #19 thru #23, #25, #28 and #29; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award contracts on behalf of the New Jersey County College Joint Purchasing Consortium (NJCC JPC) participants and CCC as identified on the attached Bid Responses as being respectively the lowest responsible bidders. It is further recommended that CCC re-advertise the no bid Items as the Lead Agency on behalf of the New Jersey County College Joint Purchasing Consortium (NJCC JPC); and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in FY2019 budget on an as-needed basis in various College departmental accounts and is contingent upon funding in FY2020; and is 100% funded by the Carl D. Perkins grant for FY2019 and subject to State of New Jersey funding approval for FY2020 and is also subject to Federal grant approval funding for FY2020.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY19JPC-45 for Instructional and Non-Instructional Laboratory and Medical Supply/Equipment Catalogs** be and is hereby **AWARDED** to those bidders identified below on behalf of the New Jersey County College Joint Purchasing Consortium (NJCC JPC) as well as our College:

- 1) **Arbor Scientific** for **Item #2** (Base Bid A) with a **0% discount** off their website online catalog list prices plus shipping; and
- 2) **Carolina Biological Supply Co.** for **Item #4** (Base Bid A) with a **5% discount** off their website online catalogs list prices plus shipping; and
- 3) **Fisher Scientific Co., Inc.** for **Item #6** (Base Bid A) with a **30% discount** off their website online catalog list prices plus hazardous material delivery charges; and
- 4) **J&H Berge, Inc.** for **Item #1** (Base Bid A) with a **10% discount** off their website online catalog list prices and **Item #8** with a **15% discount** off both their website online catalog and published catalog; and
- 5) **Medline Industries, Inc.** for **Item #24** (Base Bid A) with a **20% discount** off their website online catalogs list prices plus shipping; and
- 6) **Nasco Education, LLC** (Base Bid A) for **Item #10** with a **15% discount** off both their website online catalog and published catalog list prices plus shipping; and
- 7) **Pocket Nurse Enterprises, Inc. d/b/a Pocket Nurse** for **Item #26** (Base Bid B) with a **20% discount** off their website online catalog list prices, a **20% discount** off their online Demo Dose website list prices, **0% discount** off their closeout or specialty items list prices and **15% discount** off their Healthcare Educator catalog list prices (free ground shipping); and

May 7, 2019

RESOLUTION NO. FY2019-169

- 8) **School Health Corp.** for **Item #27** (Base Bid B) with a **10% discount** off their website online catalog list prices plus shipping; and
- 9) **Thomas Scientific** for **Item #15** (Base Bid A) with a **2-46% discount** off their website online catalog list prices; and
- 10) **VE Ralph & Son, Inc.** for **Item #18** (Base Bid A) with a **12% discount** off their website online catalog list prices plus shipping for orders under \$150.00; and
- 11) **VWR International, LLC** for **Item #12** (Base Bid A) with a **33% discount** off their website online catalog list prices (free ground shipping excludes motor freight, live materials, overnight shipments and a \$27.50 hazardous fee per order); and for **Item #17** (Base Bid A) with a **18% discount** off their website online catalog list prices (free ground shipping excludes motor freight, live materials, overnight shipments and a \$27.50 hazardous fee per order) and **Item #18** (Base Bid A) with a **0-68.5% discount** off their website online catalog list prices (free ground shipping excludes motor freight, live materials, overnight shipments and a \$27.50 hazardous fee per order); and

the award for all of these contracts are **on an as-needed basis** in the anticipated aggregate amount of **\$400,000.00** for the New Jersey County College Joint Purchasing Consortium (NJCC JPC) inclusive of our **Camden County College anticipated amount of \$90,000.00** with terms commencing on **May 8, 2019** through **April 30, 2020** pursuant to the terms and conditions for the bid; and

BE IT FURTHER RESOLVED that the Manager of Purchasing, Acting, is authorized to re-advertise the no bid **Items #3, #5, #7, #9, #11, #13, #14, #16, #19 thru #23, #25, # 28 and #29** as the Lead Agency for the New Jersey County College Joint Purchasing Consortium (NJCC JPC); and

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

SUMMARY STATEMENT

This resolution awards the bid contracts as noted on the attached Bid Responses to the respectively listed bidders for the anticipated amounts awarded as identified in the "Therefore" clause above for both the New Jersey County College Joint Purchasing Consortium (NJCC JPC) **as well as for Camden County College for an anticipated as-needed amount of \$90,000.00**. These instructional and non-instructional laboratory and medical supply/equipment are required on an as-needed basis with terms commencing on May 8, 2019 through April 30, 2020. In addition, this resolution further authorizes the Manager of Purchasing, Acting, to re-advertise the no bid Items #3, #5, #7, #9, #11, #13, #14, #16, #19 thru #23, #25, # 28 and #29 as the Lead Agency for the New Jersey County College Joint Purchasing Consortium (NJCC JPC). To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2019-169

Bid Responses
for
Instructional and Non-Instructional Laboratory and Medical
Supply/Equipment Catalogs
(Bid #FY19JPC-45)

<u>Bidder</u>	<u>Catalog/Online Website</u>	<u>Discount</u>	<u>Delivery Costs</u>
Arbor Scientific Ann Arbor, MI	Arbor Scientific (Base Bid A) Online website catalog www.arborsci.com	0%	Plus Shipping
Carolina Biological Supply Co. Burlington, NC	Carolina Biological Supply Co. (Base Bid A) Online website catalog www.carolina.com	5%	Plus Shipping
Fisher Scientific Co., Inc. Pittsburg, PA	Fisher Scientific online website catalog www.fishersci.com	30%	Plus Hazardous Material fees
J&H Berg, Inc. South Plainsfield, NJ	A. Daigger and Co., Inc. (Base Bid A) online website catalog www.daigger.com	10%	
	J & H Berge, Inc. (Base Bid A) online website catalogs www.jhberge.com	15%	
	www.labmart.com	15%	
Medline Industries, Inc. Northfield, IL	Medline Industries, Inc. (Base Bid B) Online website catalog www.medline.com	20%	Plus Shipping
Nasco Education, LLC Fort Atkinson, WI	Nasco Education, LLC (Base Bid A) Online website catalog www.pasco.com	10%	Plus Shipping

May 7, 2019

RESOLUTION NO. FY2019-169

<u>Bidder</u>	<u>Catalog/Online Website</u>	<u>Discount</u>	<u>Delivery Costs</u>
Pocket Nurse Enterprises, Inc. d/b/a Pocket Nurse Monaca, PA	Pocket Nurse® (Base Bid B) Online website catalog www.pocketnurse.com Pocket Nurse® for Demo Dose® (or equivalent) medication dispensing systems Online website catalog www.pocketnurse.com Pocket Nurse® online website closeout or specialty items www.pocketnurse.com Pocket Nurse® Healthcare Educator Resource catalog	20% 5% 0% 15%	Free ground shipping for orders over \$250 Plus Shipping for third-party freight (LTL)
School Health Corp. Rolling Meadows, IL	School Health® Corporation (Base Bid B) Online website catalog www.schoolhealth.com School Health® Corporation <i>Health Supplies Catalog 2019</i> Published catalog	10% 10%	Plus Shipping
Thomas Scientific Swedesboro, NJ	Thomas Scientific (Base Bid A) www.thomassci.com	2-46%	
VE Ralph & Son, Inc. Kearny, NJ	VE Ralph & Son, Inc. (Base Bid A) online website catalog www.veralph.com	12%	Plus Shipping
VWR International, LLC Radnor, PA	Sargent-Welch (Base Bid A) www.sargentwelch.com Ward's Natural Science (Base Bid A) www.wardsci.com VWR International, LLC online website (Base Bid A) www.vwr.com	33% 18% 0-68.5%	Free ground shipping excludes motor freight, live materials, overnight shipments and \$27.50 hazardous fee per order

Note: School Specialty, Lancaster, PA submitted a no-bid response.

RESOLUTION NO. FY2019-170

**RESOLUTION EXERCISING THE OPTION FOR A SECOND-YEAR RENEWAL
CONTRACT FOR GRASS CUTTING, TRIMMING AND GROUNDS KEEPING SERVICES
FROM A 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 Agreements pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

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

WHEREAS, the Camden County Cooperative Pricing System awarded the publicly advertised Bid #A-10/2018 on March 28, 2018 for the procurement of grass cutting, trimming and grounds keeping services contracts to Maple Leaf Lawncare, Inc. (Group I - Camden Campus) and RPM Landscape Contractor, LLC, (Group V - CCC Regional Emergency Training Center); and these include College options for a second-year renewal contract; and

WHEREAS, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, recommend exercising that option for a second-year renewal contract for grass cutting, trimming and grounds keeping services to **Maple Leaf Lawncare, Inc.** (Group I - Camden Campus) and **RPM Landscape Contractor, LLC**, (Group V - CCC Regional Emergency Training Center) with terms commencing on or about April 10, 2019 and terminating on October 31, 2019; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in accounts #164686-61454 and #164706-61454 in FY2019.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to exercise their option to award grass cutting, trimming and grounds keeping services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned second-year renewal contracts in the anticipated amount of **\$10,000.00** with terms commencing on or about **April 10, 2019 through October 31, 2019**; and

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

SUMMARY STATEMENT

This resolution exercises the College option to award a second-year renewal contract to procure grass cutting, trimming and grounds keeping services made by the CCCPS under its Identifier #57-CCCPS under Bid #A-10/2018 to **Maple Leaf Lawncare, Inc.** (Group I - Camden Campus) and **RPM Landscape Contractor, LLC**, (Group V - CCC Regional Emergency Training Center) with terms commencing on or about April 10, 2019 and terminating on October 31, 2019 in the anticipated amount of **\$10,000.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-171

**RESOLUTION EXERCISING THE OPTION OF A SECOND YEAR RENEWAL
CONTRACT FOR GRASS CUTTING, TRIMMING AND GROUNDS KEEPING 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 Agreements pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.*; and

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

WHEREAS, the Camden County Cooperative Pricing System, received and opened this publicly advertised Bid #A-3/2018 on March 9, 2018 for the procurement of grass cutting, trimming and grounds keeping services which included a second year option; and

WHEREAS, Debora McKee, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, recommends exercising that option for a second year renewal contract for grass cutting, trimming and grounds keeping services to Highland Landscaping, LLC, (Group IX - Blackwood Campus and William G. Rohrer Center) for the term commencing on or about April 10, 2019 and terminating on October 31, 2019, which is subject to appropriate contract terms; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #164686-61454 and #164706-61454 in FY2019.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to exercise its option to procure grass cutting, trimming and grounds keeping services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned second-year renewal contract in the anticipated amount of **\$77,601.00** with terms commencing on or about **April 10, 2019 and terminating on October 31, 2019**, which is subject to appropriate contract terms; 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 exercises the option to award a second-year renewal contract to procure grass cutting, trimming and grounds keeping services made by the CCCPS under its Identifier #57–CCCPS under Bid #A-3/2018 to Highland Landscaping, LLC, (Group IX - Blackwood Campus and William G. Rohrer Center) with terms commencing on or about April 10, 2019 and terminating on October 31, 2019 in the anticipated amount of **\$77,601.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

May 7, 2019

RESOLUTION NO. FY2019-172

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

Reassignments/Transfers

Nancy Cruz	From Administrative Associate, Acting 10 months To Administrative Associate, Acting 12 months Gateway to College Effective May 13, 2019
Susan Iannucci	From Workforce Training Job Developer, Acting To Workforce Training Job Developer School, Community & Workforce Training Effective May 13, 2019
Tiffany Ott	From Temporary part-time Community Service Officer To Permanent part-time Community Service Officer Public Safety Effective May 13, 2019
Ashley Surgner	From Temporary part-time Community Service Officer To Permanent part-time Community Service Officer Public Safety Effective May 13, 2019
 <u>Promotions</u>	
Earl Doughty	From Public Safety Officer To Supervisor of Public Safety Public Safety Effective May 13, 2019
Dawn Pasquale	From Public Safety Officer To Supervisor of Public Safety Public Safety Effective May 13, 2019
Kimberly Snyder	From Public Safety Officer To Supervisor of Public Safety Public Safety Effective May 13, 2019
Jacqueline Tenuto	From Assistant Dean of Student Development and Support To Associate Dean of Students Enrollment & Student Services Effective May 13, 2019

Title Changes

Anne Daly Eimer

From Dean of Enrollment & Student Services
To Dean of Enrollment & Student Services/
Title IX and Section 504 Coordinator
Enrollment and Student Services
Effective June 7, 2019

Michael Calabrese

From Building Operations Manager
To Building Operations Manager/Title II Coordinator
Facilities
Effective June 7, 2019

Crystal Killebrew

From Assistant Director for Human Resources
To Assistant Director for Human Resources/
Title IX and Section 504 Coordinator
Human Resources
Effective June 7, 2019

Salary Changes

Tina Lacava

Administrative Assistant
Academic Affairs
Effective May 20, 2019

Separations

Lisa Bright

Administrative Assistant
Academic Affairs
Effective May 17, 2019

Lawrence Chatman

Professor
Academic Affairs
Effective June 30, 2020

Leaves

Madison Egizi

Procurement Buyer
Purchasing
Effective April 13, 2019 – July 6, 2019

Helen Erskine

Administrative Assistant
Academic Affairs
Effective May 8, 2019 – June 17, 2019

Stacie Luongo

A Secretary
Admissions
Effective April 15, 2019 – October 31, 2019

Lillian Smith
Community Service Officer
Public Safety
Effective March 22, 2019 – June 30, 2019

Government Services Division

Reassignments/Transfers

Orlando Council
From Temporary Part-time Campus Safety Officer
To Permanent Part-time Campus Safety Officer
Public Safety
Effective May 13, 2019

Tyler Fehsal
From Temporary Part-time Campus Safety Officer
To Permanent Part-time Campus Safety Officer
Public Safety
Effective May 13, 2019

Jacqueline Kelly
From Temporary Part-time Campus Safety Officer
To Permanent Part-time Campus Safety Officer
Public Safety
Effective May 13, 2019

Collin Tidd
From Temporary Part-time Campus Safety Officer
To Permanent Part-time Campus Safety Officer
Public Safety
Effective May 13, 2019

Leaves

Albert Crespo
Campus Safety Officer
Public Safety
Effective April 13, 2019 – April 30, 2019

Olivia Justice
Campus Safety Officer
Public Safety
Effective April 15, 2019 – May 29, 2019

Sooyoung Kim
Campus Safety Officer
Public Safety
Effective April 24, 2019 – May 8, 2019

Madison Pinizzotto
Campus Safety Officer
Public Safety
Effective April 23, 2019 – July 16, 2019