

John T. Hanson, Chair, called the **November 6, 2019** reorganization meeting of the Board of Trustees of Camden County College to order at **7:04 PM** in the Board Room, 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 published 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: Mavis Amegah-Dorr, Susan R. Croll, Karen S. Halpern, John T. Hanson, Jessica R. Stewart, Helen Albright Troxell, and Judith J. Ward.

Board Members Absent: Annette Castiglione, Anthony J. Maressa, S. Jay Mirmanesh, Lovell-Pugh-Bassett, and Brett Wiltsey.

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; David Edwards, Executive Vice President of Academic and Student Affairs; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Assistant Dean, High School/College Partnership Programs; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Lewis Levinson, IT Technician; Jack Post, Chief Information Officer; John Schuck, Chief of Public Safety (Blackwood Campus); Tamira Sisco, guest student, Campbellsville University; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Election of Officers

Mr. Hanson relinquished the Chair to Mr. McConnell to preside over the election of officers.

Mr. McConnell assumed the Chair and called on Ms. Helen Albright Troxell, member of the Nominating Committee, to bring forth the names of those nominated to serve as officers of the Board for the coming year.

Ms. Troxell announced that the Nominating Committee recommended the following slate of officers to serve until November 2020:

John T. Hanson	Chair
Susan R. Croll	Vice Chair
Anthony J. Maressa	Secretary
Brett Wiltsey	Treasurer

There being no further discussion or nominations, Mr. McConnell closed the nominations.

Motion made by Ms. Stewart and seconded by Ms. Ward accepting the slate of officers presented by the Nominating Committee. **Motion** carried unanimously.

Mr. Hanson assumed the Chair and expressed his gratitude to the Board for their confidence in selecting him to serve as Chair.

Report of the Business Affairs, Audit & Campus Development Committee

Ms. Ward presented a report from the Business Affairs, Audit & Campus Development Committee with four action items.

Resolution FY2020-60 - Ms. Ward stated that this resolution designates the President as the contracting agent for the College and authorizes the President to negotiate or award a purchase for items below the bid threshold and to approve purchase orders and to execute a contract for such purchase below that amount. Ms. Ward added that this resolution further authorizes the President to negotiate and execute contracts and documents on behalf of the College in furtherance of awards and resolutions passed by the Board in excess of the bid threshold.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-60 (see attachment **4918A**). **Motion** carried unanimously.

Resolution FY2020-61 - Ms. Ward said that this resolution authorizes the College to utilize any contract, vendors or authorized distributors/dealers to procure various items under either the New Jersey State Contract, Camden County Cooperative Pricing System or New Jersey Educational Cooperative Purchasing System, for either Middlesex or Morris counties or NJEDGE on an as-needed basis for the coming year.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-61 (see attachment **4918B**). **Motion** carried unanimously.

Resolution FY2020-62 - Ms. Ward stated that this resolution authorizes the Executive Committee of the Board to consider College business, to consult with the President and staff and to provide direction, and if necessary, to authorize appropriate action if emergent matters require such during the period in between Board meetings.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-62 (see attachment **4918C**). **Motion** carried unanimously.

Resolution FY2020-63 - Ms. Ward said that this resolution designates the *Courier Post* and the *Retrospect* as the official newspapers for the College for 2019-2020.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution FY2020-63 (see attachment **4918D**). **Motion** carried unanimously.

Meeting Dates for 2019-2020

Motion made by Ms. Ward and seconded by Ms. Stewart adopting the meeting dates for 2019 - 2020 as follows:

- Tuesday, December 3, 2019
- Tuesday, January 7, 2020
- Tuesday, February 4, 2020
- Tuesday, March 3, 2020
- Tuesday, April 7, 2020
- Tuesday, May 5, 2020
- Friday, June 5, 2020
- Tuesday, September 8, 2020
- Tuesday, October 6, 2020
- Wednesday, November 4, 2020 (*annual reorganization mtg.*)

Motion carried unanimously.

Board of School Estimate

Motion made by Ms. Croll and seconded by Ms. Troxell appointing Anthony Maressa and Judith Ward to serve on the Board of School Estimate for 2019-2020. **Motion** carried unanimously.

Committee Assignments

Mr. Hanson called the Board's attention to the committee assignments and service on the College's Foundation Board of Directors as follows:

Academic & Student Affairs Committee

Susan Croll, Chair
Mavis Amegah-Dorr
Annette Castiglione
Karen Halpern
Dr. S. Jay Mirmanesh
Dr. Lovell Pugh-Bassett

Business Affairs, Audit & Campus Development Committee

Brett Wiltsey, Chair
Anthony Maressa
Jessica Stewart
Helen Albright Troxell
Judith Ward

Foundation Board of Directors

Anthony Maressa
Jessica Stewart
Judith Ward

Adjournment

Motion to adjourn made by Ms. Troxell and seconded by Ms. Stewart. The Annual Reorganization meeting ended at 7:10 P.M.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2020-60

RESOLUTION OF THE BOARD OF TRUSTEES OF CAMDEN COUNTY COLLEGE APPOINTING CONTRACTING AGENTS AND DELEGATING AUTHORITY TO EXECUTE CONTRACTS AND PURCHASE ORDERS BELOW BID LIMIT

WHEREAS, The Board of Trustees is duly constituted, and authorized with all necessary general powers to take such actions as it deems appropriate under the County Colleges Act, N.J.S.A. 18A:64A-12; and The County Colleges Contracts Law, N.J.S.A. 18A:64A-25.1 et seq.; and

WHEREAS, The Board is specifically authorized to delegate the authority to “make, negotiate, and award” agreements, contracts or purchases below the bid threshold by appointing a “Contracting agent” to do so by formal Resolution of the Trustees pursuant to N.J.S.A. 18A:64A-25.3; and

WHEREAS, the Legislature has specifically empowered the Board of Trustees to designate the “Contracting agent” for the college to mean the business officer “. . . or such officer . . . delegated by the county college;” N.J.S.A. 18A:64A-25.2 (c); and

NOW, THEREFORE, BE IT RESOLVED on this date at the Fiscal Year 2020 Reorganization of and by the 2020 Board of Trustees that the following are designated and authorized until further resolution or Reorganization of the Board as follows:

- 1) The authority to make, approve and execute contracts on behalf of the Board is hereby granted to Donald A. Borden, President as the designated Camden County College Contracting Agent and any purchase or agreement may be made or negotiated for the performance of work or furnishing or hiring of materials or supplies together with any sums expended for the work or services on the same project or furnishing of similar materials or supplies in the same fiscal year as authorized under N.J.S.A. 18A:64A-25.3; and
- 2) The authority is hereby granted and delegated to the President for him to authorize the payment of any purchase orders, or bills below the bid amount set by the State and as authorized by the Trustees as the College’s bid threshold; and
- 3) Both of the above provisions are and require that such actions are only authorized, accomplished and completed provided that such is done and performed in such a manner as to be lawful and in conformance with all other statutes and regulations of the State and Federal government and authority of the Board and policies of the College.

SUMMARY STATEMENT

This Annual Resolution designates the President as the Contracting agent for the College and authorizes him to negotiate or award a purchase for items below the \$36,400.00 Bid Threshold (which is new as of July 1, 2019), and to approve purchase orders and to execute a contract for any such purchase below that amount. It also authorizes the President to negotiate and execute contracts and documents on behalf of the College in furtherance of awards and resolutions passed by the Board in excess of the bid threshold. The College has legislative authority to make purchases without specific Board action when below the Bid Threshold, and if over \$17,500.00 it may also do so provided the Non-Fair and Open requirements are complied where applicable. NJSA 18A:64A-25-3 states the “business officer . . . or other such officer, committee or employee delegated by the . . . college” to accomplish such may do so without advertising or bids “when so authorized by Resolution of the Board of Trustees”. This resolution authorizes and properly accomplishes that in accordance with the County College Contracts Act N.J.S. 18A:64A-25.3 and Board of Trustees Policy #418 for College.

November 6, 2019

RESOLUTION AUTHORIZING THE COLLEGE TO MAKE PURCHASES PURSUANT TO NEW JERSEY STATE CONTRACTS AND THRU STATE APPROVED COOPERATIVE PURCHASING SYSTEMS

WHEREAS, Camden County College (CCC) is a separate corporate entity created pursuant to N.J.S.A. 18A:64-1 et seq. whose purchasing and contracting 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-25.9, purchases and contracts for materials and services pursuant to a contract for such materials or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property are permitted to be awarded without public advertising and bidding; and

WHEREAS, the College Board of Trustees on July 24, 2014 passed Resolution No. FY2015-03 which authorized purchasing from specific New Jersey State Contract vendors and various authorized distributors/dealers and has done so each year since; and

WHEREAS, N.J.S.A. 40A:11-11(5) as well as N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish or participate in a Cooperative Pricing Systems and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the College had previously joined: the CAMDEN COUNTY COOPERATIVE PRICING SYSTEM (CCCPS) with Camden County designated as the “Lead Agency” in a Cooperative Pricing System duly established pursuant to applicable law and regulation for the purchase of goods and services; and the State approved the establishment of that Cooperative pricing system, and later also specifically approved the membership and participation of Camden County College; and also joined the Educational Services Commission of NJ (ESCNJ) for Middlesex County and for Morris County, hereinafter referred to as the “Lead Agency” which offered voluntary participation in its State approved Cooperative Pricing System which duly established pursuant to applicable law and regulation for the purchase of goods and services and whose participation was approved by the College Trustees in Resolution 2014-188 and again in 2018 in Resolution#FY2018-229 and the State specifically approved that membership for this College in the ESCNJ; and

WHEREAS, NJEdge.Net, Inc. hereinafter referred to as the “Lead Agency” for EdgeMarket, offered voluntary participation in its State approved Cooperative Pricing System, which also was duly established pursuant to applicable law and regulation for the purchase of goods and services, and the College Trustees on April 3, 2018 in Resolution 2018-161 approved joining and the State also specifically approved the membership therein of Camden County College in the EdgeMarket for the provision and performance of goods and services; and

WHEREAS, it is the recommendation of the College’s Manager of Purchasing, Melissa Manera, and Maris Kukainis, Director of Financial & Administrative Services and Helen Antonakakis, Director of Finance and Planning, to procure various supplies, equipment, furniture, services and various items and services through the New Jersey State Contract vendors and/ or these above listed approved co-op groups and from each of their various authorized distributors/dealers on an as-needed basis for coming year of this reorganized Board; and

RESOLUTION NO. FY2020-61

WHEREAS, the Director of Finance has certified that such purchasing will be subject to the availability of funds in various College departmental accounts for these vendors and various authorized distributors/dealers as well as on an as-needed basis; and

WHEREAS, it is the recommendation of the College's Manager of Purchasing, Melissa Manera, and Helen Antonakakis, Vice-President for Finance and Planning, to procure various supplies, equipment, furniture, services and various items through New Jersey State Contract, or the cooperatives and their vendors and various authorized distributors/dealers on an as-needed basis for coming year of this Reorganized Board year 2020; and

THEREFORE, BE IT RESOLVED by the Board of Trustees that it hereby authorizes the use of and purchases through such approved systems that shall not exceed any departments line item budgeted amounts through New Jersey State Contract vendors and/or through approved Cooperative Pricing system and such authorized vendors, contractors, distributors/dealers as identified on an as-needed basis for the current fiscal Board of Trustees year; and such purchases may be made and where necessary later approved by this Board in so far as any exceeding the bid threshold ; and

ALSO BE IT RESOLVED by this BOARD OF TRUSTEES that the College is hereby authorized to Purchase and enter into contracts thru State contract, and/or under State Contract or through participation in the, the CCCPS, ESCNJ, Edge Market and any other appropriate state contracts or approved cooperatives.

SUMMARY STATEMENT

This resolution authorizes the College utilize any contract, vendors or authorized distributors/dealers to procure various items under either the New Jersey State Contract, Camden County Cooperative Pricing system or New Jersey Educational Cooperative Purchasing System, for either Middlesex or Morris counties or NJEDGE on an as-needed basis for the coming year of the Reorganized Board.

Pursuant to N.J.S.A. 18A:64A-25.9 purchases and contracts for materials and services pursuant to a contract for such materials or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property are permitted to be awarded without public advertising and bidding. Pursuant to N.J.S.A. 40A:11-11(5) as well as N.J.S.A. 18A:64A-25.10, contracts for products or services may be awarded through either of these Cooperatives without public advertising and bidding. In either of the situations authorized here are only the procurement procedures regarding public contracts law. The compliance with the procurement laws and regulations and Pay to Play are the responsibility of the lead agency. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Provided to the Board is a list of the State Contract or ESCNJ purchases by vendor for the Fiscal year. Utilizing any other individual vendors for specific purchases in excess of the bid threshold will be a separate action taken by the College at a later time as each are needed and found to be desirable.

Camden County College
SC Purchases VPAM Report
07/01/2019 thru 10/23/2019

Vendor Name	PO #	Item Description	PO Total	Contract #
Avaya Inc	PVO28633	AVAYA	66,730.08	NJ
Avaya Inc	P068683	AVAYA	20,458.35	NJSC#80802
		Avaya Inc Total	87,188.43	
CDW Government Inc	P068957	epson ds 530 document color	331.43	NJSC#A70262
CDW Government Inc	P069174	HP LaserJet Pro M404dn -	275.08	ESCNJ18/19-03
CDW Government Inc	P069324	Quote KXTM270	60.96	ESCNJ18/19-03
		CDW Government Inc Total	667.47	
Cellco Partnership	P068641	Cell Phone Service	6,500.00	NJSC#82583
Cellco Partnership	P068716	PURCHASE ORDER TO COVER	6,022.00	NJSCA82583
Cellco Partnership	PR008571	Monthly recurring charges for	2,000.00	NJSC#A82583
		Cellco Partnership Total	14,522.00	
Cisco Systems Capital Corp	P068586	CISCO SMARTNET TERM	124,898.70	NJSC#A87720
		Cisco Systems Capital Corp Total	124,898.70	
ConvergeOne Inc	P068572	AVAYA AURA CM8 UPGRADE	169,344.66	NJSC#80802
		ConvergeOne Inc Total	169,344.66	
Dell Marketing LP	P068748	KENSINGTON MICROSAYER	7,872.78	89967
Dell Marketing LP	PR008569	VLA CC for Teams all Apps MLP	4,538.34	C000000005003
Dell Marketing LP	PR008601	FY2020 Perkins	47,509.75	NJSC #89967
Dell Marketing LP	PR008685	ADOBE ACROBAT PRO	120.72	89AHA
Dell Marketing LP	PR008621	Noble Security Wedge Profile	9,197.94	NJSC#89967
Dell Marketing LP	PR008636	Dell 22 Monitor - P2219H	3,082.24	WSCA70256
		Dell Marketing LP Total	72,321.77	
Deptcor	P069052	No Animals Signs with Graphic	489.00	NJSC49131
Deptcor	P069254	METAL SIGNS 24-48	442.00	NJSC#49131
		Deptcor Total	931.00	
Enterprise Leasing Co of Phila	P068975	2019-2020 Camden County	2,000.00	NJSC83489
		Enterprise Leasing Co of Phila Total	2,000.00	
Francotyp Postalia Inc	P068644	Postage Meter	780.00	NJSC#41265
		Francotyp Postalia Inc Total	780.00	
GreatAmerican Financial Services	P068670	Arrival & Inbound Tracking	11,952.00	NJSC#41265
		GreatAmerican Financial Services Total	11,952.00	
Insight Public Sector Inc	P068848	FARONICS DEEP FREEZE MAC	5,127.50	NJSC#A89853
Insight Public Sector Inc	P069147	STATE OF NEW JERSEY	14,570.00	M0003/89853
		Insight Public Sector Inc Total	19,697.50	
Lawmen Supply Co of NJ	P069039	#48001 - DARK NAVY 3-IN-1	2,017.40	NJSC17-FLEET751
Lawmen Supply Co of NJ	P069074	3 IN 1 PARKA DARK NAVY	7,949.60	V00001560
Lawmen Supply Co of NJ	P069064	HAMURGER WOOLEN BELTS	1,615.00	FY17-FLEET-
Lawmen Supply Co of NJ	P069065	3 IN 1 PARKA #48001 DARK	3,974.80	17-FLEET-00751
		Lawmen Supply Co of NJ Total	15,556.80	
PCMG Inc	P068702	FARONICS	2,136.00	NJSC#89854

Camden County College
SC Purchases VPAM Report
 07/01/2019 thru 10/23/2019

Vendor Name	PO #	Item Description	PO Total	Contract #
		PCMG Inc Total	2,136.00	
Ricoh USA Inc	P068858	Black/White copies billed at	85,049.72	NJSC#A51465
Ricoh USA Inc	PR008598	Estimated overages for NJ CAP	2,084.50	NJSC#A40467
		Ricoh USA Inc Total	87,134.22	
Scantron Corp	P069297	shipping fees	165.50	FY19BEDC-10 5/1/
		Scantron Corp Total	165.50	
SHI Intl	P068747	HP LASERJET ENTERPRISE	1,372.00	MNNVP-133
SHI Intl	P069295	MICROSOFT WINDOWS	82,847.51	89851
		SHI Intl Total	84,219.51	
State of NJ - Reg Medical Examiner	P068687	Open Purchase Order to cover	4,000.00	
State of NJ - Reg Medical Examiner	PR008561	Open Purchase Order to cover	10,000.00	
		State of NJ - Reg Medical Examiner	14,000.00	
Tactical Public Safety	P069333	CASE, STND, LEATHER	25,155.11	NJSC#83932
		Tactical Public Safety Total	25,155.11	
Verizon Wireless	P068582	BLANKET PO	12,000.00	NJSC#A82583
Verizon Wireless	P068762	Blanket Order for ISD Phones	2,273.40	NJSC
		Verizon Wireless Total	14,273.40	
W W Grainger Inc	P068709	Item #3AA28	370.44	NJSC#A79875
W W Grainger Inc	P068820	Item #6TKF2	10,068.50	NJSC#A79875
W W Grainger Inc	P068821	Item #4TH42	1,882.35	NJSC#A79875
W W Grainger Inc	P068822	Item #35YX77	3,627.70	NJSC#A79875
W W Grainger Inc	P069002	Item #35YX77	1,540.50	NJSC#A79875
W W Grainger Inc	P069152	Item #6TKF2	8,392.00	NJSC#A79875
W W Grainger Inc	P069236	Item #4TH42	1,143.30	NJSC#A79875
W W Grainger Inc	P069309	Item #35YX96	1,734.60	NJSC#A79875
W W Grainger Inc	PR008641	• FY2020	389.80	19-FLEET-00566
		W W Grainger Inc Total	29,149.19	
		Grand	776,093.26	

**RESOLUTION AUTHORIZING EXECUTIVE COMMITTEE ACTION DURING
THE PERIODS BETWEEN BOARD OF TRUSTEES MEETINGS**

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 and 18A:64A-25.6 (c) the Board of Trustees is empowered to enact policies governing Camden County College; and

WHEREAS, the Board of Trustees meets only once per month; and

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

WHEREAS, the Board of Trustees has determined that it is in the best interests of Camden County College to empower and authorize the Executive Committee of the Board of Trustees to consider College and transact business and take appropriate action during Emergencies, declared or not, or during that period between Trustee meetings with any action taken being ratified by the full Board at its subsequent meeting; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it does hereby authorize and empower the Executive Committee of the Board of Trustees to consider College business, to consult with the President and staff and to provide direction and if necessary to authorize appropriate action if emergent matters require such during the period before the Board meets; and

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

SUMMARY STATEMENT

This Resolution authorizes the Executive Committee of the Board to act during the timeframe noted above while the Board is between meetings should the need arise for direction and or where necessary formal Board action whether by Declared or undeclared emergency.

RESOLUTION DESIGNATING NEWSPAPERS

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

WHEREAS, N.J.S.A. 10:4 requires that the College designate at least two newspapers to receive notices to inform the public of the date, time and location of Board of Trustee meetings, and

WHEREAS, these newspapers are published in the State of New Jersey and meet the statutory requirements for Official newspapers and appear as the best options for reaching the largest number of residents within those parameters.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby designates the *Courier-Post* and the *Retrospect* as the College's official newspapers for the 2019-2020 Trustee year; 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 designates the *Courier-Post* and the *Retrospect* as the official newspapers for the College for the life of the 2019-2020 Board of Trustees. By way of information, such items are also posted online.

John T. Hanson, Chair, called the **November 6, 2019** regular meeting of the Board of Trustees of Camden County College to order at **7:10 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: Mavis Amegah-Dorr, Susan R. Croll, Karen S. Halpern, John T. Hanson, Jessica R. Stewart, Helen Albright Troxell, and Judith J. Ward.

Board Members Absent: Annette Castiglione, Anthony J. Maressa, S. Jay Mirmanesh, Lovell-Pugh-Bassett, and Brett Wiltsey.

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; David Edwards, Executive Vice President of Academic and Student Affairs; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Assistant Dean, High School/College Partnership Programs; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, Technician, Instructional Support Department; Lewis Levinson, IT Technician; Jack Post, Chief Information Officer; John Schuck, Chief of Public Safety (Blackwood Campus); Tamira Sisco, guest student, Campbellsville University; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meeting

Motion made by Ms. Croll and seconded by Ms. Ward to accept the minutes of the October 2, 2019 public hearing and regular meeting as presented. **Motion** carried unanimously.

Public Comment

None.

President's Report

President Borden shared a video clip of an interview with Chairman Hanson who was recently awarded the Walter Rand South Jersey Award by the New Jersey Alliance for Action during the Alliance's annual Eagle Awards dinner on October 29, 2019. The Walter Rand South Jersey Award is given to an individual who is recognized as making a difference in the local economy.

President Borden then presented his monthly report as follows:

- Cecelia Shively, President of our Psi Beta Chapter, recently presented a research paper at the American Psychological Association's National Convention in Chicago. Cecelia participated in the 2019 Psi Beta National Research Contest and worked under the guidance of Allyson Meloni. Her research paper earned 'Honorable Mention' of all submissions nationwide.
- CCC Nursing student and Camden resident Jalisa Dotson was selected to speak at the opening of the Joint Health Sciences Center on October 15. Jalisa, a graduate of the Gateway to College program, spoke of the impact the new building will have on future nurses and the new educational opportunities available in the city.
- Barbara Lutz, Dental Hygiene adjunct, was selected as the Regional Manager of Dental Hygiene for Dental Care Alliance. Barbara is expanding dental hygiene roles outside the confines of clinical dental hygiene and is a role model for our students. Luckily, she will still teach at the College.
- Keith Sayles, Dean of the Camden City Campus, was featured on the cover of The Anointed News Journal in September. The accompanying article highlighted work on the Camden City Campus.
- Tom Murray recently had three animated music videos he co-directed and animated selected to screen at four international film festivals as official selections. *Off the Map* and *On the Outside - Spinello Remix* screened in London and Moscow. *This Gilded Age* premiered at Animation Block Party, at the Brooklyn Academy of Music in September.
- Joanna Platt, Visual Arts adjunct, received a grant from the Tyler School of Art and Architecture to pursue a Master's Degree in Art History. Her piece *Portals* is on exhibit in the show *Timber* at the Strathmore Art Space in Bethesda. She recently completed a large installation *You are Here* as part of the exhibit *Material Differences* at Marshall University in West Virginia.
- Michael Colbert, attended the American Psychological Association's National Convention in Chicago. As the Psi Beta Chapter Advisor and National Council Eastern Region VP, he participated in Psi Beta's annual business leadership meeting and provided assistance and support for Cecilia Shively.
- On October 29, 2019, the Rutgers-Rowan Board of Governors endorsed the College's proposal for funding support in the amount of \$100,000 to implement an Emergency

Medical Technician (EMT) training program at the Joint Health Science Center. The College is in the process of implementing this training certificate for launch in the fall of 2020. This program will be offered at the new Joint Health Sciences Center facility and is being developed to train individuals from the city of Camden and surrounding regions to become certified EMT's. The College is responding to a significant labor force shortage for these essential medical personnel and is working in partnership with Cooper University Health Care to address that need.

- The College's Licensed Practical Nursing (LPN) Program has received formal notification from the Board of Nursing granting re-approval of the program from 2019-2027. The Nursing Board recommended our LPN curriculum be revised from 2 years to 1 year in duration, a review process that is already underway. Plans are likewise underway in the Math, Science and Health Careers division to expand the nursing program to include a Registered Nurse (RN) credential by 2022.
- The Dental Hygiene and Dental Assisting Clubs participated in the Welcome Back BBQ on September 25th. They distributed free toothpaste and answered questions about oral health. The students also promoted the Dental Hygiene Clinic.
- The Center began the semester with a full array of courses, lectures and special events. Two hundred and thirty-four people purchased \$100 memberships and forty-four people paid \$45 for individual mini-courses, so far. Fall lectures have begun with combined enrollment of 284.
- Camden County College, the Camden County Freeholder Board and Camden County Cultural Awareness Commission hosted the annual International Day Celebration at the Blackwood campus on October 5. The day honored the many cultures of Camden County through performances, food and educational programming.
- Camden County College and the Freeholder Board hosted the announcement of the extension of the county's Project SAVE focusing on early intervention to combat the national public health crisis of opioid use disorder on October 30. This was a follow up to the Project SAVE symposium held on the Blackwood campus on October 21.
- The first cohort of the Medical Coding/Cooper Health/HopeWorks/One Stop Career Center Partnership completed their internships at Cooper Health. They will advance to in-house training for a variety of positions at Cooper Health. A second group of students is in the pipeline with various stages of readiness for the Medical Coding Program.

- Career Services partnered with EMSL Analytical and the Mount Laurel Animal Hospital, to provide students with a career pathway exploration opportunity in the form of a field trip and facility tour. Forensic Science and Veterinary Technology students recently visited these sites as part of the new “Career Trek” initiative, accompanied by the Career Services Advisor.
- Camden County College was awarded the 21st Century Community Learning Center Grant for a second, five-year cycle. The afterschool program partnered with Overbrook and Pennsauken High Schools and will serve 150 students and their families. The 21st Century Scholars’ Afterschool Program focuses on education opportunities and careers in science, technology, engineering, arts and math.
- The Admissions Office received and responded to 763 inquiries regarding the renewed Community College Opportunity Grant. They worked with prospective students to answer questions about the enrollment process and grant eligibility.
- Alumni Terrell Brown and Rashan Prailow spoke to a packed house of current students about the journey that took them from Camden County College to Wall Street and the Obama White House on October 2 in Blackwood and October 3 in Camden City.
- The Office of Student Life and Activities held their first “Fresh Start Breakfast” to combat food insecurity at the Camden Campus on October 29. Students were provided with free granola bars, fresh apples, milk and cereal. Additional Breakfasts will be served on November 14, November 19, and November 29 from 8:00-10:30 am in College Hall lobby.
- The annual coat and food drive sponsored by the Office of Student Life runs from November 1 to December 13. Nonperishable food items and personal grooming products will be accepted and distributed through CCC Marketplace Food Pantries. Any gently used coats will also be distributed to students and families in need.
- On Friday, October 25 the Foundation hosted approximately 360 people for their 5th annual Designer Bag Bingo & Basket Raffle. The event was the largest and most profitable by far. Numbers are still being tallied, but the Foundation net approximately \$18,000.
- The Riletta Twyne Cream Learning Theater was dedicated on October 29. The educator and Freeholder donated more than \$200,000 to the Foundation. The dedication also served as the official launch of the Foundation’s Bricks to Buildings campaign.

- The College Now program, which allows high school students to take classes at CCC during their junior and senior years of high school, enrolled 147 students for 195 classes this fall, a fourteen percent increase from last fall.
- Mastery Charter High School has twenty-one juniors and seniors enrolled full-time at the Camden Campus this fall. These students are working towards earning an associate's degree prior to graduating from high school. The first cohort will earn their associate's degree in May 2020.
- Camden Academy Charter High School is currently running three unique courses for forty-six students at the Camden Campus this fall. Twenty-eight students are taking English Composition I and eighteen students are taking Basic Psychology.
- The Y.A.L.E. program, which provides high school education to their students through a rental agreement in Washington Hall currently has sixty-five students taking 106 college courses.
- Men's and Women's Cross Country competed in the NJCAA Region XIX Championship Meet at White Clay Creek State Park in Newark, DE on October 26. For the first time in the history of CCC Athletics, both Teams won the NJCAA Region XIX Championship.
- Our Men's Soccer team is currently 12-1 overall and ranked #5 in the nation by NJCAA. They defeated the #3 team in the nation by a score of 6-0. Freshman Ben Orellano currently ranks 5th in the nation for goals scored with sixteen in eleven games.
- CCC Women's Tennis team is undefeated so far this year at 5-0. Three out of five teams are officially ranked in the top 10 in the country in their sport and once tennis is released we will have four out of five ranked.
- As part of the College's Strategic Planning process, government officials, business representatives, educators and community leaders have been invited to "Town Hall" style meetings on November 14 in Blackwood.

Grants, Contracts & Gifts

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

Resolution #64 – authorizing the College to accept funds for a “21st Century Community Learning Centers Program” grant administered by the New Jersey Department of Education for FY2020 (program year one of five) in the amount of \$425,000.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-64 (see attachment **4926A**). **Motion** carried unanimously.

Academic & Student Affairs Committee

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

Resolution #65 – Ms. Croll advised that Resolution FY2020-65 related to Board Policy #630: Animals on Campus, would be tabled at this time as additional language needs to be added before the Board is asked to take action. Ms. Croll noted that this policy will be brought back for consideration at the December Board meeting.

Resolution #66 – Ms. Croll stated that this resolution authorizes the faculty retention recommendations for 2020-2021 as follows:

Fourth Year Contract – Lori Quinto-Green, Mathematics

Third Year Contracts – Peter Finley, Fire Science; Nicole Jacobberger, History; and Edward Ramirez-Wright, Biology

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2020-66 (see attachment **4926B**). **Motion** carried unanimously.

Tutoring Center Update – Ms. Croll advised that Barbara Palmer, Coordinator of the Tutoring Center, provided a detailed update of the Tutoring Center re-design. Tutoring activities are now focused on a more proactive, intrusive approach by reaching out to students via text and email.

This was an information item and no action was necessary.

Academic Program Review: Health & Exercise Science – Ms. Croll reported that the Committee received a detailed presentation from Nicholas DiCicco on the Health and Exercise Science Department's Academic Program Review that was recently conducted. Dr. DiCicco reviewed enrollment statistics as captured by the APR and how those will be used to inform future decisions and goals of the program.

This was an information item and no action was necessary.

Business Affairs, Audit & Campus Development Committee

Ms. Ward presented a report from the Business Affairs, Audit and Campus Development Committee with five action items as well as the quarterly financial report and bid/contract recommendations.

Resolution #67 – Ms. Ward stated that this resolution approves the revised Board of Trustees Policy #223 – Americans with Disabilities, as included in the packet.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-67 (see attachment **4926C**). **Motion** carried unanimously.

Resolution #68 – Ms. Ward stated that this resolution approves the revised Board of Trustees Policy #340 – Policy Prohibiting Sexual Contact and Harassment, Sexual Violence, Relationship Violence, and Stalking.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-68 (see attachment **4926D**). **Motion** carried unanimously.

Resolution #69 – Ms. Ward said that this resolution authorizes the re-donation of vehicles deemed as no longer necessary for College purposes, to the Camden County Technical Institute’s training facility pursuant to the GM Re-Donation Program.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-69 (see attachment **4926E**). **Motion** carried unanimously.

Resolution #70 – Ms. Ward stated that this resolution authorizes the disposal of four golf carts and one truck that are non-functioning and no longer necessary for College purposes.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2020-70 (see attachment **4926F**). **Motion** carried unanimously.

Resolution #71 – Ms. Ward said that this resolution authorizes the College to execute a new shared services agreement with the South Jersey Transportation Authority to support the Camden Rising shuttle for an annual payment of \$35,000 for a term of one year with an optional two year extension, commencing on or about September 1, 2019.

Motion made by Mr. Hanson and seconded by Ms. Halpern approving Resolution FY2020-71 (see attachment **4926G**). **Motion** carried unanimously.

Quarterly Financial Report

Resolution #72 – Ms. Ward said that this resolution authorizes the acceptance of the financial report for the fourth quarter of fiscal year 2019, ending June 30, 2019.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2020-72 (see attachment **4926H**). **Motion** carried unanimously.

Bid/Contract Recommendations

Ms. Ward presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2020-73 through 77**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2020-73 through 77 (see attachment **4926I**). **Motion** carried unanimously.

Personnel

Mr. Borden presented **Resolution FY2020-78**- Personnel Actions, dated November 6, 2019.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2020-78 (see attachment **4926J**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Adjournment

Motion to adjourn the meeting made by Ms. Croll and seconded by Ms. Stewart. **Motion** carried unanimously. The meeting adjourned at 7:37 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2020-64

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT FUNDS FROM THE NEW JERSEY DEPARTMENT OF EDUCATION FOR THE 21ST CENTURY COMMUNITY LEARNING CENTERS PROGRAM GRANT FOR FY 2020

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, Camden County College desires to accept a “21st Century Community Learning Centers Program” grant, administered by the New Jersey Department of Education, namely the:

“21st Century Community Learning Centers Program” grant for a total of \$425,000 for the 2019-2020 program year, year one of five; and

WHEREAS, the College will serve 155 students and 30 parents at Pennsauken and Overbrook High Schools with the goal of enhancing student achievement and career and college readiness; and

WHEREAS, Board acceptance is recommended by Margo Venable, Executive Dean, Division of School, Community, and Workforce Training Programs; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby agrees to accept funds for the New Jersey Department of Education grant, “The 21st Century Community Learning Program” for FY 2020 in the amount of \$425,000; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept funds for a “21st Century Community Learning Centers Program” grant administered by the New Jersey Department of Education for FY 2020, program year one of five, in the amount of \$425,000.

RESOLUTION RECOMMENDING REAPPOINTMENT OF FACULTY TO THIRD AND FOURTH YEAR CONTRACTS

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 President of the College recommends that the following named faculty listed below shall be offered reappointment for 2020-2021:

FOURTH YEAR CONTRACT

Lori Quinto-Green Mathematics

THIRD YEAR CONTRACTS

Peter Finley Fire Science
Nicole Jacobberger History
Edward Ramirez-Wright Biology

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 undertakes personnel actions as follows:

The following named faculty listed below shall be offered reappointment for 2020-2021:

FOURTH YEAR CONTRACT

Lori Quinto-Green Mathematics

THIRD YEAR CONTRACTS

Peter Finley Fire Science
Nicole Jacobberger History
Edward Ramirez-Wright Biology

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby 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 faculty retention recommendations for 2020-2021.

**RESOLUTION READOPTING, REAFFIRMING AND UPDATING THE COLLEGE'S
POLICY ON AMERICANS WITH DISABILITIES, POLICY #223**

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

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

WHEREAS, on December 4, 2012 , the Board of Trustees adopted the Camden County College Board of Trustees Policy on Americans with Disabilities, policy number 223; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of Camden County College to continually review its policies for compliance with federal and state laws; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby amends its Policy on Americans with Disabilities, policy number 223, to provide that it is the responsibility of the following individuals to ensure compliance of ADA statutes and this policy:

Employees:

Assistant Director of Human Resources
Roosevelt Hall, Room 106 Blackwood Campus
(856) 227-7200 ext. 4391

Building Operations Manager
Physical Plant, Blackwood Campus
(856) 227-7200 ext. 4575

Students:

Associate Dean of Students
Taft Hall, Room 302 Blackwood Campus
(856) 227-7200 ext. 5088

Building Operations Manager
Physical Plant, Blackwood Campus
(856) 227-7200 ext. 4575

as attached hereto; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to codify and implement this policy.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 223 –Americans with Disabilities Policy.

CAMDEN COUNTY COLLEGE

Board of Trustees Policy

Subject:	Number:	Page	Of
Americans with Disabilities Policy	223	1	2
	Date: June 7, 2019 October 2 November 6, 2019		
	Supersedes: June 7, 2019 , December 1, 2015, December 4, 2012		
	Last Reviewed: June 7, 2019 October 2 November 6, 2019		

Formatted: Line spacing: Exactly 13.65 pt

PURPOSE

The Camden County College Board of Trustees supports the standards set forth in Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) and the Americans with Disabilities Amendments Act (ADAAA), the Genetic Information Nondiscrimination Act (GINA) prohibits genetic information discrimination against employees or job applicants, the New Jersey Law Against Discrimination (LAD) and all other similar state laws. The College will comply with all federal and state laws concerning its employees, students, and guests with disabilities and act in accordance with regulations and guidance issued by the Equal Employment Opportunity Commission (EEOC) and the U.S Department of Education. Furthermore, it is College policy not to discriminate against qualified individuals with disabilities in regard to application procedures, hiring, advancement, discharge, compensation, training or other terms, conditions and privileges of employment or equal access to education.

SCOPE

The College will provide reasonable accommodations to qualified disabled applicants, students, employees and community guests to facilitate their ability to perform essential functions as an employee or student. Disabilities may include physical or mental impairments which substantially limit one or more of a person's major life activities, an individual with a record of such an impairment or an individual being regarded as having such an impairment, or otherwise suffers from a "disability" within the meaning of the term as defined by the NJLAD (NJSA 10:5-5).

This Policy ensures that the College reasonably accommodates qualified applicants, students, employees, and community guests with a disability so they can perform their essential functions unless (1) doing so causes a direct threat to said individual or others in the workplace or classroom and the threat cannot be eliminated by reasonable accommodation or (2) the accommodation creates an undue hardship to Camden County College in the operation of its business.

REQUESTS FOR ACCOMMODATIONS

Students requesting an accommodation may contact the Office of Enrollment and Student Services. Employees requesting an accommodation may contact the Office of Human Resources. Community guests requesting accommodations shall be referred to the Department of Public Safety.

Complaints that a program, service, or activity of Camden County College is not accessible to person with disabilities should be directed to The Department of Public Safety, Office of Human Resources or Office of Enrollment Services.

CAMDEN COUNTY COLLEGE

Board of Trustees Policy

Subject:	Number:	Page	Of
Americans with Disabilities Policy	223	2	2
	Date: June 7, 2019 October 2 November 6, 2019		
	Supersedes: June 7, 2019, December 1, 2015, December 4, 2012		
	Last Reviewed: October 2 November 6, 2019 June 7, 2019		

Formatted: Line spacing: Exactly 13.65 pt

AUTHORITY

At the direction of the President, it is the responsibility of the following individuals to ensure compliance of ADA statutes and this policy.

Employees:

Assistant Director of Human Resources
Roosevelt Hall, Room 106 Blackwood Campus
(856) 227-7200 ext. 4391

Building Operations Manager

Physical Plant, Blackwood Campus
(856) 227-7200 ext. 4575

Students:

~~Dean of Enrollment and Student Services~~
~~Associate Dean of Students~~
Taft Hall, Room ~~217302~~ Blackwood
Campus (856) 227-7200 ext. ~~40795088~~

Building Operations Manager

Physical Plant, Blackwood Campus
(856) 227-7200 ext. 4575

RESOLUTION READOPTING, REAFFIRMING AND UPDATING THE COLLEGE'S POLICY ON PROHIBITING SEXUAL CONTACT AND HARASSMENT, SEXUAL VIOLENCE, RELATIONSHIP VIOLENCE AND STALKING, POLICY #340

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

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

WHEREAS, on March 1, 1988, the Board of Trustees adopted the Camden County College Board of Trustees Policy on Prohibiting Sexual Contact, and Harassment, Sexual Violence, Relationship Violence and Stalking, policy number 340; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of Camden County College to continually review its policies for compliance with federal and state laws; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby amends its Policy on Prohibiting Sexual Contact, and Harassment, Sexual Violence, Relationship Violence and Stalking, policy number 340, to include the responsible individuals to ensure compliance of this policy *as attached hereto*; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to codify and implement this policy.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 340 – Policy Prohibiting Sexual Contact and Harassment, Sexual Violence, Relationship Violence and Stalking.

Camden County College

Board of Trustees Policy

Subject: Policy Prohibiting Sexual Contact and Harassment, Sexual Violence, Relationship Violence and Stalking	Number 340	Page 1	Of 4
	Date: June 7, 2019 October 2, 2019 November 6, 2019		
	Supersedes: June 7, 2019 , April 3, 2018, March 1, 1988		
	Last Reviewed: June 7, 2019 October 2, 2019 November 6, 2019		

Camden County College is an institution of higher learning that is also a community resource which lends itself to the development of people of all ages. It is committed to providing its sites and facilities as places conducive to intellectual and mindful education and personal mental development. It strives to be a place that sets an example as a haven for education and students at all levels. It furthers this goal by providing an atmosphere free of any form of sexual pressures or influences. To that end it prohibits any sexual contact of any kind at any sites or in any of its programs.

Camden County College shall provide a work and academic environment free of harassment, sexual or otherwise, sexual or relationship violence, stalking or violence of any kind. The College prohibits all forms of harassing conduct, including but not limited to sexual harassment. This is true whether by peers, visitors, vendors or supervisory personnel. Harassment is prohibited by and against students, staff and visitors regardless of gender or gender identity, same sex harassment, and harassment based on sexual orientation.

No one shall threaten or insinuate, either explicitly or implicitly, that an individual's refusal to submit to sexual advances will adversely affect his or her employment, academic progress, evaluation, wages, advancement, assigned duties or any other condition of student development, employment or career development. Nor shall any official, teacher, supervisor, co-worker or fellow student favor any individual in any way because that individual has submitted or has shown a willingness to submit to sexual overtures or advances.

Any individual who is found, after appropriate investigation, or conviction, to have engaged in conduct prohibited by this Policy will be subject to whatever disciplinary or corrective action Camden County College considers appropriate under the circumstances, up to and including termination of employment or student dismissal or prohibition from College property.

Provisions

1. Sexual contact is defined as physical contact with or the display of any person's genitalia or private parts regardless of age or consent.
2. Harassment is defined as:
 - a. Make, or cause to be made, a communication or communications anonymously or at extremely inconvenient hours, or in offensively coarse language, or any other manner likely to cause annoyance or alarm which the person knows is unauthorized, unwanted or unconsented; or

Camden County College

Board of Trustees Policy

Subject: Policy Prohibiting Sexual Contact, and Harassment, Sexual Violence, Relationship Violence and Stalking	Number 340	Page 2	Of 4
	Date: June 7, 2019 <u>October 2</u> <u>November 6, 2019</u>		
	Supersedes: June 7, 2019 , April 3, 2018, March 1, 1988		
	Last Reviewed: June 7, 2019 <u>October 2</u> <u>November 6, 2019</u>		

- b. Subjects another to striking, kicking, shoving, or other offensive touching, or threatens, to do so; or
 - c. Engages in any other course of alarming conduct or of repeatedly committed acts with purpose to alarm or annoy such other person.
3. Sexual harassment includes, but is not limited to,
- a. Sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
 - b. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
 - c. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
 - d. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment; or
 - e. Such verbal or physical conduct interferes with an individual's work, professional or academic performance, productivity, physical security, extracurricular activities, academic or career opportunities, or other services.

Other sexually harassing conduct in the workplace, whether committed by students, peers, staff or supervisors, includes, but not limited to:

1. Unwelcome sexual flirtations, touching, advances or propositions;
2. Slurs or other verbal abuse of a sexual nature;
3. Graphic or suggestive comments about an individual's dress or body;
4. Sexual degrading words to describe an individual;
5. The display at the College or by way of college media or equipment in the workplace of sexually suggestive objects or pictures;

Camden County College

Board of Trustees Policy

Subject: Policy Prohibiting Sexual Contact, and Harassment, Sexual Violence, Relationship Violence and Stalking	Number	Page	Of
	340	3	4
	Date:		
	June 7, 2019 October 2, 2019 November 6, 2019		
Supersedes:			
June 7, 2019 , April 3, 2018, March 1, 1988			
Last Reviewed:			
June 7, 2019 October 2, 2019 November 6, 2019			

6. Off color language or jokes of a sexual nature;
7. Asking question regarding an individual’s sexual conduct, orientation, or preferences;
8. Physical assault. (Any criminal sexual assault will be addressed in compliance with the Camden County College Sexual Assault Policy.)

The College’s policy to provide a work and academic environment free of any sexual contact as well as sexually harassing, sexual violence, relationship violence and stalking conduct extends to the conduct of students, vendors, contractors, visitors, volunteers, and other persons who enter upon College property. No such person may engage in sexually harassing conduct, as defined in this policy, while on College premises or while engaged in any College-sponsored activity or function.

No Trustee, officer, faculty member, student or employee of Camden County College is authorized to engage in any activity, to take any action, or to refrain from taking any action, if the action or failure to act will result in a violation of this policy. Any such action or failure to act is a violation of College policy, and constitutes unauthorized action/inaction on the part of the Trustee, officer, faculty member, student or employee involved.

Scope

This policy of prohibiting sexual harassment, sexual violence, relationship violence and stalking is designed to express the College’s intent and commitment to comply with the requirements or State and Federal laws as related to Sexual Harassment, sexual violence, relationship violence and stalking, included but not limited to:

- Title VII of the Civil Rights Act
- Title IX of the Higher Education Amendments of 1972
- Violence Against Women Reauthorization Act of 2013 (VAWA)
- N-J-Laws Against Discrimination (LAD)

Camden County College

Board of Trustees Policy

Subject: Policy Prohibiting Sexual Contract, and Harassment, Sexual Violence, Relationship Violence and Stalking	Number	Page	Of
	340	4	4
	Date:		
	June 7, 2019 October 2, 2019		
Supersedes:			
June 7, 2019 , April 3, 2018, March 1, 1988			
Last Reviewed:			
June 7, 2019 October 2, 2019			

Reporting

The College strongly encourages all members of the College community to report all conduct prohibited by this Policy as promptly as possible so that the University can investigate and respond effectively. If an administrator, supervisor, or faculty member receives a complaint of conduct allegedly in violation of this Policy, he or she has an affirmative duty to promptly report it to the Office of Human Resources or Public Safety. Failure to do so in accordance with this Policy is a violation of College policy and may lead to disciplinary action. Administrators, supervisors, and faculty members should not investigate complaints they receive, nor evaluate whether the complaint rises to the level of a College policy violation.

Authority

At the direction of the President it is the responsibility of the following individuals to ensure compliance of this policy.

Employees:

Assistant Director of Human Resources
 Roosevelt Hall, Room 106 Blackwood Campus
 (856) 227-7200 ext. 4391

Students:

~~Dean of Enrollment and Student Services~~

Associate Dean of Students

Taft Hall, Room 217 Blackwood Campus
 (856) 227-7200 ext. 4079

Vendors and Visitors:

Chief of Public Safety
 Community Center 100 Blackwood Campus
 (856) 227-7200 ext. 4295

RESOLUTION AUTHORIZING RE-DONATION OF REFERENCED AUTOMOBILES AND PARTICIPATION IN THE GM DONATION PROGRAM

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

WHEREAS, N.J.S.A. 18A:64A-12 (m) allows the Board to determine that property owned by it is no longer necessary for College purposes and it may therefore sell or dispose of it in accordance with its grant or purposes as set forth in the grant program recited below; and

WHEREAS, The General Motors Corporation and General Motors dealerships began to sponsor an Automotive Service Educational Program (ASEP) in 1983 on the Blackwood campus in which students take courses to prepare them to work on General Motors vehicles; and

WHEREAS, pursuant to the College's participation in that program the College is authorized to re-donate vehicles/items it no longer needs from one school/training center to another school/training center and that both parties agree that these items will be used for educational purpose only and have not been, nor will be, licensed, titled or driven on any road, public or private at any time and it is understood that any component or components of a vehicle cannot be used on, or in, any vehicle that will be licensed titled, or driven on any road, public or private; and

WHEREAS, pursuant to the College's participation in that program the College is authorized to re-donate the following vehicles to the Camden County Technical School training program; and

2008	CADILLAC	CTS, WHITE	1G6DF577X80187973
2006	BUICK	LUCERNE, BURGANDY	1G4HD57286U247274
2006	CHEVROLET	COLORADO, WHITE	1GCCS198068331368
2006	PONTIAC	G6, SILVER	1G2ZH558464178351

WHEREAS, Christopher Gallo, Director of the Automobile Technician Training Program, and David Edwards, Executive Vice-President for Academic and Student Affairs recommend the re-donation of the above vehicles to the Camden County Technical School; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby deems these as no longer necessary and approves the re-donation of the aforementioned vehicles with all relevant restrictions; 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 deems these vehicles as no longer necessary for College purposes and authorizes the re-donation of the afore-mentioned vehicles to the Camden County Technical Institute's training facility pursuant to the GM Re-Donation program.

RESOLUTION AUTHORIZING THE DISPOSAL OF NON-FUNCTIONING VEHICLES

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 following five vehicles are non-functioning:

#	Description	Disposal or Sale
1	2002 Club Car (VIN #AG0425-401439)	Disposal/Parts
2	2002 EZ-Go Element Art (VIN # 2390566)	Disposal/Parts
3	2007 EZ-Go TXT (VIN # 2390613)	Disposal/Parts
4	2007 EZ-Go (VIN # 2354193)	Disposal/Parts
5	2002 Ford F250 Diesel/White Truck (VIN #1FTNX21F62EC27652)	Disposal/Fire Academy Training

WHEREAS, the four golf carts were purchased and are past their useful life; and

WHEREAS, the 2002 Ford F250 Diesel/White Truck was donated to the College by Camden County and is past its useful life; and

WHEREAS, Craig Giunta, Supervisor, Mechanics Department, recommends that, pursuant to NJSA 18A:64A-12 (m), the golf carts and truck are no longer usable for College purposes and requests such a finding by the Board and the authorization to dispose of and/or use for parts or fire training; and

WHEREAS, it is the recommendation of Maris Kukainis, Executive Director of Financial Administrative Services and Melissa Manera, Acting Manager of Purchasing, that the Board authorize the disposal of the four golf carts and the 2002 Ford F250 Diesel White Truck; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES does make the finding that the four golf carts and one truck are no longer necessary for College purposes and the aforementioned request to dispose and/or use for parts or fire training is hereby authorized.

SUMMARY STATEMENT

This resolution authorizes the disposal of four golf carts and one truck used by College staff, which are non-functioning.

RESOLUTION AUTHORIZING RENEWAL OF A SHARED SERVICES AGREEMENT WITH THE SOUTH JERSEY TRANSPORTATION AUTHORITY (SJTA) REGARDING A SHUTTLE SERVICE FOR CAMDEN CITY CAMPUS

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

WHEREAS, also pursuant to N.J.S.A. 18A:64A-12(j), the Board of Trustees of Camden County College is empowered to enter into agreements with other governmental bodies deemed necessary or advisable by the Board of Trustees; and

WHEREAS, the South Jersey Transportation Authority (“SJTA”) is an instrumentality of the State exercising public and essential governmental functions to provide for the public safety, convenience, benefit and welfare, and the exercise by the authority of the powers conferred by N.J.S.A. 27:25A-1 *et seq.* shall be deemed and held to be an essential governmental function of the State; and

WHEREAS, Resolution adopted by the Board of Commissioners of the South Jersey Transportation Authority in 2016, authorized the execution of a shared services operating agreement with the Camden County College (“College”) to provide shuttle services in Camden (the Camden Rising Shuttle) for the Camden City Campus for a term of one (1) year, commencing on September 1, 2016, with an optional two (2) year extension; and

WHEREAS, the Agreement expired on August 31, 2019; and

WHEREAS, the College and the SJTA agree that their mutual efficiencies and public purposes, their best interest and the best interests of the taxpayers and citizens of the County of Camden will be to continue this service; and

WHEREAS, the College and the SJTA agree to enter a new shared services agreement for an annual payment of \$35,000 for a term of one year with an optional (2) year extension, commencing on or about September 1, 2019; or until notice of termination by the College; and

WHEREAS, the College is one of a number of parties who agree to support the shuttle service, including Camden County, Cooper’s Ferry Partnership, Rowan University and Rutgers-Camden Board of Governors; and

WHEREAS, SJTA will continue to operate the shuttle service in accordance with all applicable statutes and regulations with two (2) buses during the hours of operation. The hours of operation are from 6:30 a.m. to 6:30 p.m. each weekday, excluding holidays; and

THEREFORE BE IT RESOLVED HEREBY that the Board of Trustees of Camden County College authorizes the execution of a shared services agreement with SJTA to support the Camden

RESOLUTION NO. FY2020-71

Rising Shuttle for an annual payment of \$35,000 for one year with an optional (2) year extension, commencing on or about September 1, 2019; or until notice of termination by the College; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to negotiate the specific terms of, sign and execute such contracts or other instruments as may be necessary and appropriate in order to effectuate this resolution and to carry out the direction of the Board.

SUMMARY STATEMENT

This resolution authorizes the College to execute a new shared services agreement with SJTA to support the Camden Rising Shuttle for an annual payment of \$35,000 for a term of one year with an optional (2) year extension, commencing on or about September 1, 2019; or until notice of termination by the College.

RESOLUTION NO. FY2020-72

RESOLUTION ACCEPTING QUARTERLY FINANCIAL REPORT FOR THE PERIOD ENDING JUNE 30, 2019

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

WHEREAS, the attached report is submitted for the Quarter ending June 30, 2019; and

WHEREAS, the report presents operating results for the period as well as year-to-date performance including: a comparison of revenue – budget-to-actual for Q4 FY2019; revenues – FY2019 compared to FY2018; expenditures – budget to actual for Q4 FY2019; expenditures – FY2019 compared to FY2018 and a summary; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees hereby accepts the financial report for the period ending June 30, 2019 as submitted

SUMMARY STATEMENT

This resolution authorizes the acceptance of the financial report for the fourth quarter of fiscal year 2019, ending June 30, 2019.

**Camden County College
Board of Trustees Quarterly Financial Report
Q4 – FY2019 – June 30, 2019 (Unaudited)**

This report contains results for the quarter ending June 30, 2019. It was presented at the October 24th meeting of the Business Affairs and Campus Development Committee and the November 6 Board of Trustees meeting. The narrative focuses on year end results.

The detailed report includes both quarterly and year-to-date figures. All year end results presented in this report are unaudited and will be the subject of an audit which will be presented to the Board in December.

Revenues – Budget vs. Actual Q-4 FY2019

Year-end revenues were approximately \$1.8 million under budget. Credit tuition and fees were lower by \$1,607,820. The decrease is attributable to lower than anticipated enrollments. Revenues in Continuing Education were also lower by \$309,204.

The above revenue decreases are offset by an increase in miscellaneous revenue which includes \$1.4 million transfer from FY2017 and \$525,744 from the Halpern Hall insurance proceeds.

Revenues – FY2019 vs. FY2018

Revenue from tuition and fees, our largest revenue item, is approximately \$30,492,180, about \$2,320,698 lower than last year. Again, this is attributable to lower enrollments.

Revenue from Continuing Education was up by \$76,089. State aid was down by \$92,882. Miscellaneous revenue increased by \$1,474,086. Again, it is important to note that miscellaneous revenue included \$1.4 million transfer from FY2017 and \$525,744 from the Halpern Hall insurance proceeds. Overall, revenue from FY2019 decreased by \$863,405 over 2018.

Expenditures – Budget vs. Actual Q-4 FY2019

The early efforts of the administration in reducing costs produced overall actual expenditures of approximately \$1.1 million less than budgeted with \$510,580 of the reduction attributable to savings in salaries, specifically part-time salaries and overtime. Expenditures in all other categories were also below budget with the exception of contractual services which increased by \$617,363.

Expenditures - FY2019 vs. FY2018

The total expenditures were up only by \$778,129 between FY2018 and FY2019 of which \$532,397 consisted of Halpern Hall cleanup costs.

Summary

Overall, as projected earlier, the preliminary financial report shows a shortfall of \$677,115. The College experienced a continued decline in enrollment which contributed to lower tuition and fee revenues. The administration was able to reduce expenses in many categories including part-time and overtime salaries. To balance the budget, \$677,115 will be transferred from FY2018.

CAMDEN COUNTY COLLEGE
Board of Trustees Quarterly Financial Report

Board of Trustees Minutes Attachment 4926H

Qtr 4 - FY2019

	Current Period					Year-to-Date					Year Over Year to Date			
	Original Budget	Revised Budget	Actual	Variance	% of Revised Budget	Original Budget	Revised Budget	Actual	Variance	% of Revised Budget	2018 Actual	2019 Variance	Var %	2019 Projected vs. Revised Budget
	Revenues													
State Aid	2,450,000	2,450,000	1,930,708	(519,292)	78.80%	9,800,000	9,800,000	9,304,075	(495,925)	94.94%	9,396,957	(92,882)	99.01%	
County Aid	2,622,214	2,622,214	3,496,285	874,071	133.33%	10,488,856	10,488,856	10,488,856	0	100.00%	10,488,856	-	100.00%	
Credit Tuition	5,250,000	5,250,000	(1,002,596)	(6,252,596)	-19.10%	21,000,000	21,000,000	20,038,755	(961,245)	95.42%	21,588,520	(1,549,765)	92.82%	
Credit Fees	2,775,002	2,775,002	41,878	(2,733,124)	1.51%	11,100,000	11,100,000	10,453,425	(646,575)	94.18%	11,224,358	(770,933)	93.13%	
Continuing Ed	625,000	625,000	312,821	(312,179)	50.05%	2,500,000	2,500,000	2,190,796	(309,204)	87.63%	2,114,707	76,089	103.60%	
Miscellaneous Revenue	2,296,891	2,296,891	4,795,140	2,498,249	208.77%	9,187,563	9,187,563	9,847,283	659,720	107.18%	8,373,197	1,474,086	117.60%	
Other Expenses			2,007	2,007		0	0	0	0	0.00%	-	-		
Total Revenues	16,019,107	16,019,107	9,576,243	(6,444,871)	59.78%	64,076,419	64,076,419	62,323,190	(1,753,229)	97.26%	63,186,595	(863,405)	98.63%	0
Expenditures														
Salaries	8,997,610	8,978,261	9,552,866	(574,605)	106.40%	35,990,271	35,912,888	35,402,308	510,580	98.58%	35,208,549	193,759	100.55%	
Benefits	3,420,313	3,420,323	3,087,995	332,328	90.28%	13,681,251	13,681,259	13,679,251	2,008	99.99%	13,653,385	25,866	100.19%	
Contractual Services	1,522,803	1,540,147	2,232,478	(692,331)	144.95%	6,096,183	6,165,522	6,782,885	(617,363)	110.01%	6,035,187	747,698	112.39%	
Supplies	518,351	532,744	393,660	139,084	73.89%	2,073,262	2,130,872	1,531,559	599,313	71.87%	1,426,092	105,467	107.40%	
Utilities	903,510	903,011	921,424	(18,413)	102.04%	3,614,024	3,612,024	3,230,751	381,273	89.44%	3,379,863	(149,112)	95.59%	
Other Expenses	647,150	634,135	574,789	59,346	90.64%	2,588,505	2,536,439	2,339,242	197,197	92.23%	2,460,595	(121,353)	95.07%	
Capital	8,231	9,355	32,190	(22,835)	344.09%	32,923	37,415	34,309	3,106	91.70%	58,505	(24,196)	58.64%	
Total Expenditures	16,017,968	16,017,976	16,795,402	(777,426)	104.85%	64,076,419	64,076,419	63,000,305	1,076,114	98.32%	62,222,176	778,129	101.25%	0
Net	1,139	1,131	(7,219,159)			0	0	(677,115)			964,419			0

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR PRINTING OF THE SPRING 2020 CONTINUING EDUCATION TABLOID

WHEREAS, purchasing by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.* and although the materials and/or services here are exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (18) and or (6), the College chose to publicly advertise for bids for the **Printing of the Spring FY2020 Continuing Education Tabloid**, Bid #FY20ITB-16, which were received and are attached under “Bid Responses”; and

WHEREAS, the bid submission from Graphic Image, Inc., Milford, CT, is rejected as an insufficient bid response due to the Affirmative Action Plan MBE/WBE Tracking form (Exhibit J) being altered; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY20ITB-16** for the **Printing of the Spring FY2020 Continuing Education Tabloid** be and is hereby **AWARDED** to **Indiana Printing & Publishing Co., Inc. of Indiana PA** in the amount of **\$27,385.00** pursuant to the terms and conditions for the bid and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the contract to Indiana Printing & Publishing Co., Inc., in the amount of \$27,385.00 for the printing of the Spring 2020 Continuing Education Tabloid in accordance with the terms of the bid, and leaves to the College staff any other terms of contract not explicitly stated therein. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Responses
For
Printing of the Spring FY2020 Continuing Education Tabloid
(Bid #FY20ITB-16)

Bidders	52 Page Tabloid	56 Page Tabloid	60 Page Tabloid
Green Horse Media t/a Evergreen Printing Co. Bellmawr, NJ	\$29,377.43	\$30,440.43	\$31,732.27
Indiana Printing & Publishing Co., Inc. Indiana, PA	\$26,245.00	\$27,385.00	\$30,309.00

RESOLUTION AWARDING PURCHASE OF LOCKING HARDWARE AND LOCKSMITH SUPPLIES FROM COUNTY SHARED SERVICES CONTRACT

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

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

WHEREAS, CCCPS received and publicly opened, publically advertised Bid #A-36/2019 on October 1, 2019 for the procurement of locking hardware and locksmith supplies; and the College sought to utilize that procurement to award contracts to those Vendors; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing, Acting, and Maris Kukainis, Executive Director of Financial Administrative Services, to procure locking hardware and locksmith supplies from Independent Hardware, Inc.; Accredited Lock and Door Hardware Co., Liberty Door Systems, LLC; and Firstline Locksmith, LLC; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funding is subject to the availability of funds on an as-needed basis for locking hardware and locksmith supplies in accounts #164688-62425 and #168720-62425.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned County Cooperative **Bid #A-36/2019 for Locking Hardware and Locksmith Supplies** be and is hereby **AWARDED** to **Independent Hardware, Inc.; Accredited Lock and Door Hardware Co., Liberty Door Systems, LLC; and Firstline Locksmith, LLC** with terms commencing on or about **November 21, 2019** through **October 31, 2021**; and

BE IT FURTHER RESOLVED that funds in FY2020 are subject to the availability of funding; and 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; 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 and authorizes the College to procure locking hardware and locksmith supplies through the Camden County Cooperative Pricing System under its – Identifier #57 –CCCPS under Bid #A-36/2019 to Independent Hardware, Inc.; Accredited Lock and Door Hardware Co., Liberty Door Systems, LLC; and Firstline Locksmith, LLC on an as-needed basis with terms commencing on or about November 21, 2019 through October 31, 2021. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR REMOVAL OF ASBESTOS CONTAINING MATERIAL & MOLD REMEDIATION

WHEREAS, purchasing by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.* and although the materials and/or services here are exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 (a) (18), the College publicly advertised for bids for the **Removal of Asbestos Containing Material & Mold Remediation**, Bid #FY20ITB-20, which were received and are attached under “Bid Responses”; and

WHEREAS, it is the recommendation of 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 Responses as set forth therein as being the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in various accounts.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Bid #FY20ITB-20 for the **Removal of Asbestos Containing Material & Mold Remediation** be and is hereby AWARDED to **Unicorn Contracting Corp.**, in the amount of **\$4,365.14** pursuant to the terms and conditions for the bid and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the contract to Unicorn Contracting Corp., in the anticipated amount of \$4,365.14 for the Removal of Asbestos Containing Material & Mold Remediation. This was a bid on an “as-needed” basis in response to 5 hypotheticals that included differing areas and examples of their rates so that we can have them under contract and ready to respond as a need arises. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Bid Responses
For
Removal of Asbestos Containing Material & Mold Remediation
(Bid #FY20ITB-20)

Bidders	Grand Total
Nari Construction, LLC Lincoln, Park, NJ	\$5,035.00
Unicorn Contracting, Corp. Woodland Park, NJ	\$4,365.14
USA Environmental Management, Inc. Philadelphia, PA	\$16,094.00

RESOLUTION NO. FY2020-76

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR AUTOMOTIVE LIFTS
AT CAMDEN COUNTY COLLEGE 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 **Automotive Lifts at Camden County College**, Bid #FY20ITB-18, was received; and

WHEREAS, the bid submission from S.A.R., Barrington, New Jersey, is rejected for non-compliance with the bid specifications as the Ownership Disclosure is not executed as required in the specification; and

WHEREAS, it is the recommendation of Christopher Gallo, Director of Automotive Technology; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services to reject the bidder as stated herein and to re-advertise the bid; and

BE IT THEREFORE RESOLVED that the bid is rejected as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the bid submission for Automotive Lift at Camden County College 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.

RESOLUTION NO. FY2020-77

**RESOLUTION REJECTING BID AFTER PUBLIC BID FOR PUBLIC SAFETY
VEHICLE AND AUTHORIZING RE-ADVERTISEMENT**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and a publicly advertised bid for **Public Safety Vehicle**, Bid #**FY20ITB-19**, was received; and

WHEREAS, the bid submission from Vann Dodge Chrysler, LLC, Vineland, New Jersey, is rejected for non-compliance with the bid specifications as the vehicle does not include all wheel drive as specified in the bid specifications; and

WHEREAS, it is the recommendation of Orlando Cuevas, Executive Director of Public Safety Training and Education/ Police Academy/ RETC; Melissa Manera, Manager of Purchasing, Acting and Maris Kukainis, Executive Director of Financial Administrative Services to reject the bidder as non-compliant with the terms as advertised and stated therein and to re-advertise the bid; and

BE IT THEREFORE RESOLVED by the Board that the bid is rejected as set forth above and the Manager of Purchasing, Acting is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the singular bid submission as non-compliant for Public Safety Vehicle 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.

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

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

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

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

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

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

PERSONNEL RECOMMENDATIONS

New Hire

Richard Amandeo	Navigator (Enrollment), Permanent part-time Enrollment and Student Services Effective November 11, 2019
Louis Koble	Senior Network Engineer Office of Information Technology Effective January 4, 2020
Melissa Mora	Student Advisor Educational Opportunity Fund Effective November 11, 2019
W. Andrew Woodworth	Librarian – Systems/Web Services Library Services Effective November 11, 2019

Reassignments/Transfers

Sherri Bonafiglia	From Temporary part-time Student Support Specialist To Full-time Success Coach, Acting Advisement Effective November 11, 2019
Courtney Hulsart	From Permanent part-time Student Success Coach To Full-time Success Coach, Acting Advisement Effective November 11, 2019
Gloria Rivera	From Program Assistant, Acting To Program Assistant Adult Basic Skills Effective November 11, 2019
Diane Stepanski	From Temporary part-time Program Manager Assistant To Full-time Administrative Associate, Acting School, Community & Workforce Training Programs Effective November 11, 2019

Separation

Thomas Riddle	Assistant Professor II Criminal Justice Effective December 31, 2019
---------------	---

Leaves

Pamela Evans	Technician Business Office Effective September 27, 2019 – October 16, 2019
--------------	--

Cheryl Mott
Financial Analyst
Finance and Planning
Effective October 7, 2019 – November 18, 2019

Zaida Nogue
Student Advisor
Veteran Services
Effective September 27, 2019 – October 21, 2019

Celines Rodriguez
A Secretary
Student Systems Records
Effective September 12, 2019 – October 8, 2019

Donald Wilkus
Coordinator
Facilities Operations
Effective September 12, 2019 – March 10, 2020

Government Services Division

Reassignments/Transfers

Katherine Favieri
From Permanent part-time Campus Safety Officer
To Full-time Campus Safety Officer
Public Safety
Effective November 11, 2019

Colin Lynch
From Temporary part-time Campus Safety Officer - EMT
To Full-time Campus Safety Officer - EMT
Public Safety
Effective November 11, 2019

Salary Increase

John Sesko
Mechanic's Assistant
Facilities
Effective November 11, 2019

Title and Salary Change

Terhan Hinson
From Permanent part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer – LEO
Public Safety
Effective October 7, 2019

Separation

Collin Tidd
Campus Safety Officer
Public Safety
Effective October 24, 2019

Leaves

Leonard Butler

Campus Safety Officer
Public Safety
Effective September 26, 2019 – October 9, 2019

Paul Cherkis

Mechanic
Facilities
Effective September 28, 2019 – November 10, 2019

Maria Diaz

Campus Safety Officer
Public Safety
Effective October 11, 2019 – October 10, 2020