

John T. Hanson, Chair, called the **December 7, 2021** regular meeting of the Board of Trustees of Camden County College to order at **7:05 PM** in the Board Room, Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey. The option to participate remotely via Zoom was also available.

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 4, 2021. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Annette Castiglione; Susan R. Croll, John T. Hanson, Vivian Jablonski (Zoom), Anthony J. Maressa, S. Jay Mirmanesh, Jessica R. Stewart (Zoom), Helen Albright Troxell, Judith J. Ward and Brett Wiltsey (Zoom).

Board Members Absent: Karen S. Halpern; Daryl Minus-Vincent.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Donald Borden, President; Anne Daly-Eimer, Executive Dean of Enrollment and Student Services/Title IX Coordinator; David Edwards, Executive Vice President for Academic and Student Affairs; Debbie Hannan, Administrative Assistant to the President; Wendy Henson, Desktop Manager; Maris Kukainis, Executive Director of Financial Administrative Services; Joseph Lacava, ISD Technician; Jack Lipsett, Director, Financial Administration; Karl McConnell, General Counsel; Jack Post, Chief Information Officer; Lovell Pugh-Bassett, Acting Vice President of Institutional Effectiveness, Advancement and Strategic Initiatives; Ron Tomasello, Director of Communications (Zoom); and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meeting

Motion made by Ms. Ward and seconded by Ms. Troxell to accept the minutes from the November 3, 2021 reorganization and regular meetings as presented. **Motion** carried unanimously.

Public Comment

None.

President's Report

President Borden presented his monthly report as follows:

Student Success

Wanyea Robinson, Film and Television Production major, was interviewed by VoyageAtl about his work as a photographer. <http://voyageatl.com/interview/check-out-wanyea-robinsons-story/>

Michaela Salvo, Photography Major, recently completed her M.A. in Curating Contemporary Design from Kingston University in conjunction with the Design Museum in London, England. Michaela also recently received honorable mention at the International Photography Awards.

Merridith Van Hoorn and Kathy Cybula Tahmazian presented a workshop, “Do I fit In? - Expanding on the Topics of Diversity and Inclusion” to the Dental Department, hosted by Dawn Conley and Barbara Iuliucci.

Student Support Services

The student allocation of CARES funding for the Fall 2021 semester has been awarded. This semester funding was provided to all students in a matriculated program taking at least one credit. Pell grant eligible students, International and DACA students were awarded \$750 and all other students \$500. Students that identify that they still have an extraordinary need because of the pandemic are able to complete the online application and we will assist them on a case by case basis. CCC has awarded \$3,794,153 for the semester bringing our total CARES awarding to \$12,005,040.

The dental hygiene program is partnering with Johnson and Johnson again this year for the Clinical Essentials Program. This program provides \$15,000-\$20,000 worth of oral care products to clinic patients. The award goes to only 80 of the 325 Dental Hygiene Programs in the United States.

Cougar Esports sponsored “Fall Brawl”, the College’s first esports tournament, on November 23 in Cherry Hill. The tournament consisted of a Faculty/Staff vs. Students segment to open and then a single elimination Super Smash Brothers Ultimate tournament to conclude. Over 30 students, faculty and staff participated in the event, and all in attendance had an opportunity to view the construction progress of the Cougar Esports Arena at the Rohrer Center.

The College’s annual observance of Veteran’s Day was held at the William G. Rohrer Center in Cherry Hill on the morning of November 11. The event consisted of a flag display of all six branches of the military outside at the flagpole, a plaque dedication acknowledging the service of our College service members and veterans, and a display set up in the lobby, consisting of a folded flag and army boots at a desk with books, pencils and a backpack, representing our CCC students who have been called into active duty.

Division of School, Community & Workforce Training Programs

The Incumbent Worker Training program, in partnership with the Camden County One-Stop and Camden County Workforce Development Board, has been fully approved and the employer application is available. Continuing Education staff have engaged local employers to determine their needs and are anticipating training to begin within a few months.

The NJ Collegiate Consortium was awarded a second GAINS grant to fund CCC's Computer Numerical Control (CNC), Industrial Maintenance Mechanic (IMM) and Welding online apprenticeship programs which is available statewide to employers. The IMM Part 2 program is now available for enrollment.

FY22 NJBIA funding for the Workplace Literacy and Basic Skills training has been confirmed for \$3 million, which will provide training opportunities for local employees.

Faculty and Staff News

Joanna Platt, Assistant Professor Visual, Performing & Communication, passed the Spanish for Reading and Translation examination at Temple University, the first of two translation exams needed to enter the dissertation phase of her PhD.

Foundation News

The CCC Foundation held the Giving Tuesday Fair on November 30 on the Blackwood Campus. Donations were also collected in Camden and Cherry Hill. In addition, CCC student clubs have been working hard collecting for various organizations in our community this holiday season.

Arts News

Live performing arts returned to CCC with the performance of "Greater Tuna," a joint-production with the Ritz Theatre Company, on November 12 to 14. This was the first performance in the new Little Theater and proceeds benefitted the CCC Foundation.

The Cultural and Heritage Commission at CCC hosted 25 county senior artists at the Rohrer Center for a critique and discussion of their work with professional artist Lydia Hamilton Brown, a luncheon, and a workshop on how to prepare and present artwork for virtual and in-person exhibition with CCC Art Professor Greg Brellocks.

Academic and Student Affairs Committee

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

Resolution #90 – Ms. Croll stated that this resolution approves the proposed 2021-2024 Strategic Enrollment Management Plan

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2022-90 (see attachment **5095A**). **Motion** carried unanimously.

Strategic Enrollment Management Plan – Ms. Croll reported that the committee received a presentation on the 2021-2024 Strategic Management Plan, which includes strategies to increase enrollment, retain students, provide opportunities for student engagement, innovate non-academic support offerings, and incorporate technology and marketing throughout. This plan serves as a roadmap to guide campus-wide efforts toward attaining identified goals. This was an information item and no action was required.

Biology: Academic Program Review – Ms. Croll reported that the committee received a presentation on two associate degree programs: Biology (BIO.AS) and Environmental Science (ENV.AS). These programs were analyzed for enrollment trends, course offerings and degree completion.

This was an information item and no action was required.

Business Affairs, Audit and Campus Development Committee

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

Resolution #91 – Mr. Wiltsey said that this resolution awards a contract through a publicly advertised Fair and Open RFP process to Ferrilli Information Group for Ellucian Colleague® Programming Support Services with terms commencing on January 1, 2022 through December 31, 2023 in the anticipated aggregate amount of \$200,000.00 over that period

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2022-91 (see attachment **5095B**). **Motion** carried unanimously.

Resolution #92 – Mr. Wiltsey stated that this resolution awards a two-year contract to Aviso Coaching, LLC dba Aviso Retention for Student Retention Software in the anticipated amount of \$160,500.00 during the period of December 8, 2021 through November 30, 2023.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2022-92 (see attachment **5095C**). **Motion** carried unanimously.

Resolution #93 – Mr. Wiltsey said that this resolution awards a non-fair and open contract to UNUM Provident Corp. to provide the College with long term care insurance for eligible non-affiliated employees in the anticipated amount of \$24,500.00 with terms commencing on January 1, 2022 through December 31, 2023.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2022-93 (see attachment **5095D**). **Motion** carried unanimously.

Resolution #94 – Mr. Wiltsey stated that this resolution awards a non-fair and open contract to Hartford Life, Inc. to provide the College with long term disability benefits for active employees who voluntarily elect the benefit and pay the associated premium. Actual costs vary depending on number of employees enrolled and the amount of coverage selected, up to maximum annual salary. All costs are paid by the employee through payroll deduction and are currently \$3,200 per month during the period of January 1, 2022 through December 31, 2023

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2022-94 (see attachment **5095E**). **Motion** carried unanimously.

Resolution #95 – Mr. Wiltsey said that this resolution awards a non-profit revenue based contract to Rider Training of New Jersey to provide the College with motorcycle training, anticipating the revenue to the College to be in the amount of \$19,055.96 during the period of March 1, 2022 through February 28, 2023

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2022-95 (see attachment **5095F**). **Motion** carried unanimously.

Resolution #96 – Mr. Wiltsey said that this resolution approves the change orders approved and recommended by the project leaders to the awarded contract as noted to the respectively listed bidder, Spiezle Architectural Group for an additional \$56,700.00 above the current approved amount which when included brings the anticipated current aggregate total to \$241,750.00.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2022-96 (see attachment **5095G**). **Motion** carried unanimously.

Resolution #97 – Mr. Wiltsey said that this resolution awards a contract for architectural/engineering design services for alterations and renovations to Polk Hall associated with the new nursing simulation facility at the Blackwood Campus as well as additional specified design services in Blackwood, Cherry Hill and the Regional Emergency Training Center in the anticipated amount of \$84,900 for Part A (representing a fee of \$14,950 for Go Bond application support) and Part B (representing a fee of \$69,950 for bid construction management only in the event that the Go Bond application is successful) with additional services at hourly rates as identified in the proposal.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2022-97 (see attachment **5095H**). **Motion** carried unanimously.

Bid/Contract Recommendations

Mr. Wiltsey presented the bid and contract recommendations contained in the packet which consisted of **Resolution #'s FY2022-98 through 106**.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2022-98 through 106 (see attachment **5095I**). **Motion** carried unanimously.

Personnel

President Borden presented **Resolution FY2022-107**- Personnel Actions, dated December 7, 2021.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2022-107 (see attachment **5095J**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Mr. Hanson concluded by thanking the College's staff for all of their hard work over the past year. He acknowledged Ms. Hannan for her assistance at the meeting and the IT department for making it possible for the Board meeting to be held virtually. Mr. Hanson finished by stating that he is grateful for all of the efforts continually being made by the College's team. Board members wished everyone a Happy Holiday!

Adjournment

Motion to adjourn the meeting made by Ms. Ward and seconded by Mr. Maressa. **Motion** carried unanimously. The meeting adjourned at 7:27 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/dh

RESOLUTION NO. FY2022-90

**RESOLUTION APPROVING A STRATEGIC ENROLLMENT MANAGEMENT PLAN
2021-2024**

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

WHEREAS, Camden County College by virtue of its accreditation affiliation with the Middle States Commission on Higher Education practices continuous improvement in maintaining standards of excellence in service to students and to the community; and

WHEREAS the goals, objectives, and measurable performance outcomes pertaining to a cyclical Strategic Enrollment Management Plan for 2021-2024 have been prepared and completed; and

WHEREAS, the Strategic Enrollment Management Plan was reviewed and approved by Anne Daly-Eimer, Executive Dean of Student Affairs; David Edwards, Executive Vice President for Academic and Student Affairs; and, endorsed by the College President; and

WHEREAS, the plan is presented for approval by the Board of Trustees in concert with the goals of the College's Strategic Plan;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby adopts the proposed 2021-2024 Strategic Enrollment Management Plan.

SUMMARY STATEMENT

This resolution accepts the proposed Strategic Enrollment Management Plan for 2021-2024.



Camden County College

Strategic Enrollment Management Plan

2021-2024

Mission

Camden County College is a learning community committed to the success of our diverse student population in achieving their full academic, career, and personal potential while delivering a high-quality, inclusive, affordable, and accessible education.

Vision

Camden County College will be the regional leader in the provision of innovative academic and workforce training pathways to best serve our community.

Values

Academic excellence
Accountability
Goal attainment
Integrity

Respect for individuals
Student-centered (focused) decision making
Student learning

Strategic Enrollment Management Plan

2021-2024

Executive Summary

Introduction

Camden County College (CCC) is a vital resource for higher education, workforce training, and cultural events and has been licensed by the State of New Jersey since 1965. As one of the largest community colleges in New Jersey, CCC maintains one of the lowest community college tuition and fee rate structure in the state. The College currently enrolls more than 16,000 credit and 4,500 continuing education students annually. CCC is guided by strong strategic planning and strives to deliver quality programs and services to support student success to a diverse population. Additionally, the College is a vital resource for transfer education, customized training for business and industry, and community-based cultural arts. To respond to the changing needs of its community and students, the College continuously updates its programs and services to support the economic development of Camden County and the region, as well as the personal development of their citizens.

The College's two campuses in Blackwood and Camden, along with an instructional site in Cherry Hill and a Regional Emergency Training Center (RETC) in Lakeland, NJ, share the common mission of providing accessible, affordable higher education and occupational study. The College's presence in the City of Camden began in 1969, and the site received full campus status in 1991. The College's Cherry Hill location opened in 2000 as the result of a unique public/private partnership between the College, Cherry Hill Township, and the William G. Rohrer Charitable Foundation.

Camden County College was accredited by and has been a member in good standing with the Middle States Commission on Higher Education (MSCHE) since 1972. In June of 2018, the Commission reaffirmed Camden County College's accreditation status, commending the College "for the quality of the self-study process and report."

Background

The Need for a Strategic Enrollment Management (SEM) Plan

In A Community College Roadmap for the Enrollment Management Journey, Christine Kerlin stated:

As the twenty-first century continues to unveil new challenges for higher education, enrollment planning and management strategies offer a pathway for community and technical colleges to sharpen their focus, optimize their resources, and achieve enrollment goals that support the health and viability of their enterprises. (Kerlin, 2008, p. 11)

CCC recognizes its enrollment challenges, which include the persistent impact of the Covid-19 pandemic, student and county demographics, increase in online and part-time learning, unemployment rates, increased competition from neighboring two- and four-year colleges/universities, and the needs of a diverse body of learners that are both traditional and non-traditional. It is well documented that community college enrollment has declined sharply across the state and nation, and that trend applies to Camden County College as well. After reaching peak enrollment during the recession, two-year public institutions nationwide have seen a 19% decrease in unduplicated Fall enrollment from 2016-2020 (see Appendix A). In New Jersey, community college enrollment declined an average of 12.8% from 2009 to 2018 and 14.4% over the last five years. All of the southern region of New Jersey has seen an enrollment decline, with Camden having the second highest decline next to Atlantic Cape over the last five years at 18.6%. (Appendix B).

Community colleges are no longer focused entirely on access; they must also address success and completion as measured by degree attainment. The Lumina Foundation (2019) has created a national campaign to ensure that by 2025, 60% of Americans will hold a credential beyond high school. As documented in their report, A Stronger Nation, the nation's overall postsecondary attainment rate in 2019 reached 51.3% percent. New Jersey's Governor Murphy has included educational attainment as a priority in the state's higher education plan. As stated in the report by Ellis (2019), "Where Opportunity meets innovation: A Student-Centered Vision for New Jersey Higher Education," New Jersey has raised the bar and has launched the "65 by 25" campaign. This campaign seeks to ensure that 65% of working-age New Jerseyans will have a high-quality credential or degree by 2025. New Jersey currently exceeds the national average for degree completion and had grown to 56.6% by 2019. Camden County, however, lags behind the Nation and State in degree completion with nearly 42.1% of residents ages 25-64 having an associate degree or higher. Both the state and Camden County have identified pervasive gaps in attainment by race and ethnicity, socioeconomic status, and age. With 58% of Camden County residents not having a post-secondary degree, an opportunity and responsibility exists for the college to have an impact on increasing the degree attainment rate for all county residents.

Camden County College developed a revised enrollment management plan in 2019, 4 months prior to the pandemic starting. The former plan expired in June 2021, and with the enrollment challenges outlined above, it is imperative that this revised SEM Plan be designed and implemented immediately. As indicated the Middle States self-study (2017), “The College is committed to student success and supporting the student experience. The leadership is focused on enrollment, recruitment, retention and graduation. In the last ten years, many significant projects in support of student experience have been completed. However, it was noted during this self-study that the existing Enrollment Management Plan needs to improve in the area of documenting the collection, analysis, and use of assessment data.” This need to improve documentation remains and this revised SEM Plan represents a focused, data driven, and strategic approach to recruitment, retention and completion. This 2021-2024 Strategic Enrollment Management Plan is aligned with the goals of the College’s Strategic Plan. (See Figure 1). In support of those goals, targeted objectives have been developed, timelines for completion have been outlined, budget implications listed and the stakeholders responsible for achieving measurable outcomes identified.

In addition to the college’s Strategic Plan, the SEM Plan also aligns with the six goals of the Academic Master Plan that was released during the Spring of 2021. Those goals include the following: Enhance the Principles of the Guided Pathways to Student Success Model, Expand Educational Opportunities, Enhance E-Learning, Improve College Readiness, Expand Professional Development, and Advance Social Justice, Equity, and Inclusion.

Strategic Goals	Strategic Enrollment Management Plan Goals 2021-2024		
	Increase the Enrollment of Matriculated Students	Increase the Retention Rate of Currently Enrolled students	Increase Completion and Graduation Rates
Student Success	✓	✓	✓
Adaptive Innovation		✓	✓
Leaders in Workforce and Community Engagement	✓		✓
Organization Sustainability	✓	✓	✓
Social Justice		✓	

Figure 1. Crosswalk of 2020-2023 Strategic Plan Goals, Academic Master Plan, and 2021-2024 Strategic Enrollment Management Plan Goals

Process

The college's previous SEM Plan was developed in the Fall of 2019 and just four months later, the college shifted focus to address the worldwide pandemic. While we were able to move forward on all three goals of the previous plan, our primary focus was to serve students effectively in an online environment. This plan represents an update to the previous one and an assessment of the issues currently influencing our goals of increasing recruitment, retention, and completion.

For the purpose of this SEM Plan, Strategic Enrollment Management is defined as:

A comprehensive and coordinated process that enables a college to identify enrollment goals that are aligned with its multiple visions, its strategic plan, its environment, and its resources, and to reach those goals through the effective integration of administrative processes, student services, curriculum planning, and market analysis. (Bontrager & Clemetsen, 2009, p. 7)

The development of this SEM Plan began with a careful review of the college's previous SEM Plan, and the current Strategic Plan and Academic Master Plan. The team reviewed the college's current and historical enrollment, retention, and graduation data as well as relevant national, state, and county data. This review was done primarily with input from the Executive Dean of Student Affairs, Dean of Academic Affairs, and Associate Dean of Students Services and the Associate Dean of Enrollment Management. Input was sought and collected from the Student Affairs directors and department heads as well as the Academic Deans, Executive Staff and the Camden City Campus leadership.

The committee reaffirmed a commitment to the following guiding principles to influence the revision of the SEM Plan.

SEM Guiding Principles:

1. SEM is a college priority and is aligned with and supports the College's Strategic Plan and Academic Master Plan.
2. SEM is a shared institutional responsibility, firmly rooted in the Guided Pathways principles of recruitment, retention, and completion.
3. SEM seeks to close gaps in the success of under-resourced and at-risk students.
4. SEM seeks to provide equitable student support services to students on all campuses and online.
5. SEM will enhance and support a campus-wide culture of evidence through measurement and documentation outcomes.
6. The SEM Plan will be reviewed biannually and revised annually to reflect progress toward goal attainment.

The Strategic Enrollment Management Plan

Camden County College is committed to redesigning the college's academic programs and student support services through the implementation of the Guided Pathways to Success model (GPS). GPS places students on a highly structured academic pathway with enhanced advisement and student support services. This initiative ensures timely degree attainment from the first day of admission to the College and facilitates a successful academic journey leading to gainful employment or transfer to a four-year institution. The SEM Plan focuses on three key components of the GPS: Recruitment, Retention, and Completion. Camden County College believes that these areas are crucial to the enrollment growth of the college and the successful retention and completion of its students.

In addition to following the GPS model, the SEM Plan incorporates the recommendations from the state higher education plan "Where Opportunity Meets Innovation: A Student-Centered Vision for New Jersey Higher Education". The subsequent documentation from the five working groups: On-Ramps to College, Making College Affordable, Student Success, Safe and Inclusive Learning Environment, and the Research, Innovation and Talent also informed the goals and objectives of the SEM plan. Funding from the state's Opportunity Meets Innovation grant and the Student Success grant as well as institutional support will fund many of the initiatives proposed in this SEM plan.

The funding distribution model for state operating aid to New Jersey's Community Colleges that will be in effect Fiscal Year 2022 was also reviewed with special emphasis on the Enrollment and Performance Aid. This performance-based funding will use metrics that recognize student enrollment, expand access, address gaps in equity/diversity, boost adult enrollment, and reward student progress/completion. While this funding distribution model was signed into effect on October 18, 2021, further discussion will occur statewide on how this will be measured. The SEM plan addresses all of the identified metrics and will position us to be ready for this new funding initiative.

The SEM Plan includes strategies to increase enrollment, retain students, provide opportunities for student engagement, innovate non-academic support offerings, and incorporate technology and marketing throughout. In a time of significant budget constraints and limited resources, this plan serves as a roadmap to guide campus-wide efforts toward attaining these goals. The plan will integrate critical short-term, immediate action plans and administrative process improvements as well as long-term, innovative planning processes to stabilize enrollment.

This plan will identify and address both internal and external environmental factors that affect enrollment and retention. When reviewed and assessed biannually, the SEM plan will further focus the College's efforts to stabilize enrollment and reverse the downward trend. The SEM plan is designed as a three-year plan to consistently mirror the delivery of the Academic Master Plan.

GOAL 1. Increase the Number of Enrolled Students**OBJECTIVES:**

- Recruit more students into and increase yield from pre-enrollment programs
- Design and implement targeted recruitment strategies
- Increase the capture rate of graduating high school students
- Evaluate current policies and procedures to remove barriers to enrollment
- Leverage technology to recruit and track prospective students

This goal is focused on helping more prospective students enroll at Camden County College and choose a degree or certificate program pathway at the point of enrollment (onboarding). The objectives outlined in Goal 1 will be accomplished by refocusing and enhancing the current recruitment and outreach process. Redesigning the college's recruitment process to focus on targeted cohorts such as Hispanic/LatinX, adults age 25+, faith-based organizations, Camden City residents, online learners, academic program specific (E-Sports, Nursing, etc.), Dual Enrollment and Dual Credit students, as well as currently enrolled High School students will enable the College to clearly assist students as they onboard to the college and enter their chosen academic program. Admissions and Recruitment staff will implement robust outreach opportunities to students as early as 8th grade that will include parents and guidance staff in the process. This plan is designed to be nimble enough to respond to any targeted cohort and is not limited to the ones outlined in the plan. Primary to the success of this goal will be to evaluate current policies and procedures to remove barriers to registration and to leverage technology to recruit, attract, and track prospective students. An artificial intelligence chatbot, texting software electronic transcripts and robust communications plan will be implemented within the first year of the plan.

GOAL 2. Increase the Retention of Currently Enrolled students.**OBJECTIVES:**

- Provide equitable and accessible non-academic student supports
- Partner with Academic Affairs to provide supplementary student academic supports
- Evaluate current policies and procedures to remove barriers to retention
- Leverage technology to retain students
- Develop and promote a Diversity, Equity, Inclusion and Justice framework into all student affairs division programs and services

The open nature of community college enrollment makes student retention planning critical. With all enrollment trend data pointing to a decrease in high school graduates and declining county population growth, retaining currently enrolled students is the key to enrollment stabilization. Goal 2 focuses on increasing retention, persistence, and academic success for all students as well as improving the student experience with enhanced non-academic supports and student-centered service. Primarily, we will focus our retention efforts by partnering with and supporting Academic Affairs as they implement new early alert retention software and the subsequent strategies that will guide an institution wide focus on retaining our students.

With the goal of keeping students on the path in mind, advisors will fully utilize the Student Planning module to monitor students' program of study and will measure their progress toward completing their degree or certificate. This tool is also designed to teach the student how to engage in and monitor their own academic progress. Support outside of the classroom, non-academic supports, is essential to student success and is often overlooked. Goal 2 will place a special emphasis on wellness, including physical and mental health, student engagement, and food insecurity. Intensive, intrusive support services, such as expanded tutoring services, will be provided in-person and online to help students succeed in developmental and college-level courses. Communication with students will be improved with resources including a chatbot and texting. Lastly, students' voices will be heard regarding their student experience through climate surveys and the President's Council on Diversity, Equity, and Inclusion. Providing a rich learning environment, whether online or on-campus, where students receive outreach before or immediately after they stray from their identified path will drive the success of goal 2.

GOAL 3. Completion and Graduation Rates

OBJECTIVES:

- Reduce time to completion by utilizing the Guided Pathways to Success Model
- Expand Transfer and Career Awareness from new student onboarding to graduation
- Increase transfer enrollment with partner institutions
- Leverage technology to assist with completion

The third and final goal of the SEM Plan will increase the number of students completing degrees and certificates at Camden County College. Every student will be enrolled in their correct major, with an identified career and/or transfer path after completion. To ensure that students will no longer routinely graduate with more credits than needed, stop gaps will be implemented that restrict taking courses outside of a student's declared major, thus, ensuring that students complete faster. All incoming students will receive transfer and career advisement upon arrival at Camden County College that will allow them to identify and work towards transfer and career goals from their first semester enrolled to their last. Students will have access to detailed information on the career services targeted by program and transfer requirements for programs and institutions. Fully implementing and increasing enrollment in our premier partnership agreement with Rutgers Camden and our online partnership with Wilmington University will be emphasized in goal 3. Structured outreach and support will be developed to reach students with some college, no degree or "stop outs". Finally, the College will review current policies and procedures to ensure that they do not interfere with student completion.

Strategic Enrollment Management Matrix

The attached matrix includes a detailed description of the goals and objectives that the SEM plan will accomplish over the next three academic years. Each goal is linked to the Strategic Plan and the Academic Master Plan. Each objective is linked to key stakeholders that will be responsible for implementing the objectives and reporting out measurable outcomes. In addition, any known budget implication is also noted.

Goal 1: Increase the Number of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Recruit more students into and increase yield from pre-enrollment programs Strategic Plan D1-G2, D4-G3 Academic Master Plan G4	In partnership with SCWP and Academic Affairs, develop an enrollment communication plan with all pre-college students	Implement marketing, email, text, and phone communication track to provide two touchpoints each semester	Identify additional key stakeholders and evaluate current communication plan	Marketing	SCWP, ADEM, M/C, ADM, DCC
	Identify baseline of pre-college students who matriculate annually as assessed by enrollment report	Increase matriculation of pre-college students by 3% as assessed by enrollment report	Increase matriculation of pre-college students by an additional 3% as assessed by enrollment report		REG, SCWP, ADEM
	Build recruitment events and marketing materials targeted towards students in pre-college	Offer at least one event targeted at parents of pre-college students and assess outcome based on attendance and parent surveys	Develop ongoing series of events for pre-college students as utilizing assessment data from year 2	Hospitality and Marketing	ADEM, SCWP, M/C, REC
Design and implement targeted recruitment strategies Strategic Plan D1-G1, D3-G1	Focus on the Camden City and Rohrer Center campuses, modifying the recruitment plan as necessary for each community	Offer one in-person and one virtual information session each semester on each campus and assess outcomes based on attendance and event survey	Continue to offer multiple information sessions each semester on each campus and assess event outcomes as they relate to enrollment report	Marketing	ADEM, REC, ADM, M/C, DCC
	Redesign Garden State Pathways (GSP) curriculum and marketing materials in partnership with Academic Affairs	Increase the number of GSP student referrals by building improved relationships with county high schools. Increase first year GSP program enrollment by 20%	Leverage redesigned curriculum, marketing tools and program success stories to increase GSP enrollment by 30%	Marketing	ADSS, DSO, DAA, REC, ADM, M/C
	Focus on the Hispanic and LatinX populations through targeted marketing and community outreach	Host one event each semester and develop English and Spanish materials to be distributed throughout the community	Increase the number of Hispanic and LatinX organization events hosted and attended by 5%	Marketing	ADEM, REC, ADM, M/C, DCC
	Establish baseline and grow the non-traditional student enrollment through Industry Employee Tuition Reimbursement (Amazon, Cooper, Virtua, UPS)	Promote programs and assistance for Employers with tuition reimbursement. Increase number of students utilizing tuition reimbursement by 2%	Provide in-person and virtual information sessions targeting employee partnerships on the enrollment process. Increase number of students utilizing tuition reimbursement by 2%		DCS, ADEM, REC, ADM
	Identify and develop partnerships with Faith based organizations	Increase touchpoints with faith-based organizations and build dedicated communication and recruitment strategy	Assess the impact on recruitment through data analysis identifying 5% additional partners		ADEM, REC, ADM, DCC

Goal 1: Increase the Number of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Increase the capture rate of graduating high school students Strategic Plan D1-G1	Recruit, hire, and train ambassadors/navigators/alumni to outreach to key schools in the county	Utilize campus staff, faculty and counselors to partner with Recruitment staff during events at area high schools to increase communication/connections between academic programs and enrollment	Provide annual training for all college staff responsible for recruitment functions to ensure consistency and accuracy	PT Recruiters	ADEM, REC, ADM
	Develop baseline application and enrollment numbers and review the matriculation data from all sending high schools, both in and out of county	Establish 1:1 relationship with local guidance counselors in order to increase presence at the area schools. Increase high school senior capture rate by 1%	Develop outreach programs in area middle schools that focus on career pathways to develop an early relationship with the college. Increase high school senior capture rate by 1%	Branded giveaways	ADEM, REC, ADM
	Develop multi-layered marketing campaign to parents and students about academic programs and financial assistance/opportunities beginning in 9th grade	Host one event each semester targeted at parents/guardians, providing them with information and resources to assist in guiding their student through the enrollment process and assess outcome based on attendance and parent surveys	Document communication and presence among parents/guardians by continuing to host targeted events	Marketing	ADEM, REC, ADM, M/C, DCC
Evaluate current policies and procedures to remove barriers to enrollment	Streamline the college placement process and market to all incoming Fall 2022 applicants	Implement Multiple Measures and market to target prospective students. Assess participation data each semester	Continue to assess the efficacy of Accuplacer, the multiple measures model and participation data		ADEM, DT, DEANS
Strategic Plan D1-G1; D4-G2 Academic Master Plan G4	Implement eTranscript system to streamline transcript requests	Evaluate the usage of system requests and identify areas of improvement	Continue to develop system usage and reducing processing times	Transcript fee revenue review	ADEM, REG
	Redesign and Implement comprehensive New Student Orientation programming	Increase participation of incoming students to 75%	Increase participation of incoming students to 80%	Hospitality and Marketing	ADEM, ADSS, ADM, DCC
Leverage Technology to recruit and track prospective students Strategic Plan D1-G1; D4-G3	Develop and implement a communication plan with personalized communications to all prospective students via email, phone and text messaging	Continue to implement multi layered communication plan to identify gaps and increase touchpoints to connect students to the enrollment process	Evaluate plan and identify effective key components and utilize to increase future touchpoints		ADEM, ADM
	Identify and implement enhanced virtual options to supplement in-person campus experiences	Leverage virtual tools to deliver interactive virtual information sessions to prospective students, parents, and community members	Implement interactive virtual tour experiences of each campus	Marketing	ADEM, ADM, REC, M/C
	Leverage data collected by Recruitment and Admissions through the Admit application to drive key recruitment strategies	Target the top 10 feeder schools by increasing communication, events, and presence throughout resulting 5% increase in applications	Review the prospective student funnel and increase the number of converted students by 1%. Identify key events to grow applicant pool by 5%		ADEM, ADM, REC
	Fully implement the use of Naviance and the chatbot to communicate to prospective students and applicants and assist with college readiness	Design and implement a messaging schedule to prospect students regarding the enrollment process and key resources	Assess student engagement and impact on student recruitment by increasing Naviance "hits" by 10%		ADEM, ADM

Goal 2: Increase the Retention of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Provide equitable and accessible non-academic student supports Strategic Plan D1-G1; D2-G1,3 Academic Master Plan - G3, G5, G6	Expand CCC Food Pantry Services through the Hunger Free Grant. Establish baseline student usage	Fully implement and assess year one of the Hunger Free Grant Initiatives as assessed by scheduled hours and participant volume	Institutionalize grant initiatives with dedicated budget allocations. Explore additional grant opportunities to supplement the budget	Institutional budget allocation	ADSS, DCC
	Design and implement a holistic series of student support programming designed to increase retention, persistence and completion	Offer at least one workshop or event each month with special emphasis on wellness, DEI, and safety and security. Provide Mental Health First Aid training for Student Affairs staff	Continue to offer at least workshops or events each month with special emphasis on wellness, DEI, and safety and security		EDSA, ADSS, DCC
	Partner with faculty and staff to provide robust student engagement opportunities on all campuses. Establish baseline student participation following Spring 2022	Increase student participation in events, clubs and programs offered by 10%. Formalize student programming by establishing an annual calendar of events that is inclusive and equitable for all campuses	Engage in assessment and evaluation activities to continually improve access to and quality of student engagement opportunities	PT Student Activities Coordinator. Revise Student Activities funding formula	ADSS, DCC
	In partnership with the E-Learning Division, leverage resources to assist students with becoming successful online learners	Survey staff needs and create professional development opportunities for student affairs staff to better understand the needs of online learners	Create, implement, and track usage of online tutorials, videos, and links to additional online services		ADSS, ADEL
	Rebrand and enhance services offered by the Wellspring Fitness Center. Establish baseline usage in Spring 2022	Continue to improve the facility with a replacement and retention schedule for all equipment. Increase usage of Wellspring Fitness Center by 5%	Evaluate retention schedule and increase usage of Wellspring Fitness Center by 5%	Capital Requests, Chapter-12	ADSS, CFC
	Provide faculty training each semester on special population student support services	Survey faculty about concerns/questions regarding special cohorts. Utilize survey results to implement supplemental professional development	Utilize faculty input to implement program enhancements		ADSS

Goal 2: Increase the Retention of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Partner with Academic Affairs to provide supplementary student academic supports Strategic Plan D1-G1; D4-G3 Academic Master Plan G1, G2	Support Academic Affairs in the expansion of tutoring services	Increase tutoring usage by 5% overall	Increase tutoring usage by 10% overall	OMIC grant	DAA, EDSA, ADSS, DT
	Promote supplemental academic resources (i.e., computer loan program, MiFi, book loan program, shuttle van services)	Evaluate usage and current supplies of books, MI-Fi, computers, calculators and shuttle services	Assess & develop a replenishment plan to replace and upgrade services	Cares Funding	DAA, EDSA, ADSS, DT, DCC
	Utilize retention software to refer students to tutoring services	Assess tutoring usage and course success rate of students referred by retention software	Increase tutoring usage by 10% overall	OMIC grant	DAA, EDSA, ADSS, DT
Evaluate current policies and procedures to remove barriers to retention Strategic Plan D1-G1; D2-G1; D4-G3 Academic Master Plan G1	Develop and implement student centered, service excellence standards across the Student Affairs Division	Assess consistency and effectiveness of the established customer services standards with "secret shopper", surveys, and phone reviews	Continue to evaluate and assess effectiveness of customer service standards		EDSA, ADSS, ADEM
	Create professional development and cross training opportunities for all Student Affairs Division staff	Offer at least one division wide training per month	Continue to offer at least one division wide training per month and adjust training topics based on staff input and surveys		EDSA, ADSS, ADEM
	Build a One Stop Enrollment Services Center on the Camden City campus that coordinates enrollment services and enhances privacy for counseling staff	Expand support services at Camden City and Cherry Hill campuses. Partner with Key Camden Campus Faculty/Staff to identify students in need of support services	Assess efficacy of support services offered at branch campuses by surveying enrolled students	Chapter 12	EDSA, DAA, DCC
	Establish a cross-division Enrollment Management Team (EM Team) focused on enrollment and retention as a college wide commitment	Review recommendations, prioritize, and implement strategies to reduce identified barriers to enrollment and retention	Continue to collaborate, review and evaluate recommendations of EM team		EDSA, DAA, DEANS, DCC
Leverage Technology to retain students Strategic Plan D1-G1; D4-G2 Academic Master Plan G1	In collaboration with Academic Affairs, leverage student planning to keep students on their chosen academic path as assessed by completed student plan	Utilize the reporting feature in Student Planning to identify course needs for the master schedule	Assess and evaluate enrollment patterns		EDSA, DAA, ADSS, DAR
	Promote and train staff in the Early Alert process as assessed by attendance logs	Partner with Academic Affairs in the implementation of early alert system by providing and referring non-academic supports to identified at-risk students as assessed by intervention log	Expand support services to at risk populations		DAA, DAR, ADSS
	Develop chatbot with artificial intelligence to communicate with students regarding registration, financial aid, and payment status	Expand implementation of chatbot institution wide and assess efficacy through chatbot software analytics	Evaluate usage and gaps in service and make necessary adjustments utilizing software analytics		ADEM, ADM, FAO, OIT
	Develop campus-wide texting protocols regarding registration and completion	Implement comprehensive texting strategy to provide critical information to currently enrolled students			ADEM, ADM

Goal 2: Increase the Retention of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Develop and promote a Diversity, Equity, Inclusion and Justice framework into all student affairs division programs and services Strategic Plan D1-G1; D5-G1,2 Academic Master Plan G6	Review and evaluate Student Code of Conduct process	Implement revised Student Code of Conduct for Fall 2022 and collect data on judicial cases and actions	Utilize data collected to evaluate and assess new procedures and adjust accordingly		EDSA, ADSS
	Provide students with a voice to identify diversity, equity and inclusion issues on campus through JEDI (Justice, Equity, Diversity, and Inclusion) student organization	Utilize JEDI to address student identified DEI Issues	Continue to address student identified DEI issues		EDSA, ADSS
	Research best practices to enhance and support Title IX compliance and Behavioral Intervention Team creation	Train team members on Title IX and Behavioral Intervention Team standards	Provide ongoing training and evaluate data of Title IX/BIT cases to guide further development of both	OMIC grant	EDSA, ADSS
	Implement campus climate surveys in Spring 2022 to assess the attitudes, perceptions and experiences of students concerning the safety and inclusivity of the campus environment	Review the results of the survey and implement robust training and programming based on the outcomes	Assess programming success	OMIC grant	EDSA
	Research best practices to support gender identity	Implement preferred name procedure for rosters and all college systems (Canvas, etc.)			EDSA, REG, ADEM, ADEL

Goal 3: Increase the Graduation Rate of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Reduce time to completion by utilizing the Guided Pathways to Success Model Strategic Plan D1-G1 Academic Master Plan G1	Implement "verification of major" at multiple program milestones (15, 30, 45 credits completed)	Establish baseline and then reduce the percentage of students that are matriculated but no longer engaged in the incorrect major	Implement financial aid awarding for degree specific coursework		ADEM, REG, ADSS, DAR
	Develop a process to evaluate all cohorted students that have (15, 30, 45+) college credits completed to ensure each student has a career and/or transfer path after degree completion	Implement this evaluation process for cohorted students with 15, 30 and 45+ college credits completed. Report on findings	Assess process and expand to all enrolled students with 15, 30, and 45+ college credits completed		DAA, ADSS, DAR
	Evaluate 2-3 current policies and procedures to remove barriers to completion	Evaluate recommended policy and procedural changes and identify additional barriers	Evaluate recommended policy and procedural changes and identify additional barriers		EDSA, ADSS, ADEM
	Partner with SCWP division and Academic Affairs to evaluate Prior Learning Assessment opportunities	Implement additional PLA CE to UG opportunities	Increase awareness of and usage of PLA opportunities by enhanced marketing and recruitment		EDSA, ADEM, SCWP, DAA

Goal 3: Increase the Graduation Rate of Enrolled Students

Objective	Year 1	Year 2	Year 3	Budget and Resources	Stakeholders
Expand Transfer and Career Awareness from new student onboarding to graduation Strategic Plan D1-G1; D3-G1 Academic Master Plan G2	Provide Career and Transfer services at every recruitment and new student registration event	Monitor the number of students who change their major at new student registration events	Identify common misconceptions about program choice and address via marketing /communication plan		EDSA, DUC, DCS
	Partner with Career Services to provide and promote career events to all enrolled students	Partner with Career Services to provide and promote career transition skills workshops as assessed by attendance and student surveys	Partner with Career Services to provide and promote career transition skills workshops as assessed by attendance and student surveys		DAA, DCS, ADSS
	Develop and promote transfer events to all enrolled students and to specific cohorts	Provide and promote transfer workshops, transfer application days, and campus wide events that are assessed by attendance and student surveys	Provide and promote transfer workshops, transfer application days, and campus wide events that are assessed by attendance and student surveys		DUC, ADSS, DAA, DCC
	In partnership with Academic Affairs, redesign Garden State Pathways (GSP) curriculum to strengthen the vocational coursework and program offerings	Develop on and off-campus vocational partnerships and job shadowing tours with 100% participation by GSP students	Assess the success of student placements and identify additional key vocational stakeholders		ADSS, DSO, DEANS
	Develop training module for all Advisors to assist students with introductory transfer and University Center information	Evaluate Advisor Trac system data to measure student volume and satisfaction through student surveys. Utilize data to identify barriers and implement changes where indicated	Continue to evaluate Trac system data and increase the number of transfer focused appointments by 10%		DUC, ADSS, DAA
Increase transfer enrollment with partner institutions Strategic Plan D1-G1; D2-G2 Academic Master Plan G2	Establish baseline numbers for Rutgers Premier Partnership and Wilmington Online partnership	Increase transfer enrollment with partner institutions by 3%	Increase transfer enrollment with partner institutions by 5%		EDSA, DUC
	Increase awareness of premier partnership membership benefits by offering multiple entry points into the partnership and informational programming/events	Increase the number of students enrolled at CCC and the Wilmington or Rutgers partnership by 3%	Identify and address program opportunities and barriers. Increase enrolled student partnership membership by 3%		EDSA, DUC
	Increase awareness of University Center services and enhance visibility on all campuses	Fully complete University Center facility upgrades and provide ongoing semester events highlighting transfer institutions	Track and assess student engagement at University Center events to enhance offerings		EDSA, DUC
Leverage technology to assist with completion Strategic Plan D1-G1; D4-G2	Utilize technology to identify and communicate with CCC "Stop-Outs" with 50+ credits completed	Develop success team to work with identified "stop outs" to encourage re-enrollment	Establish baseline and set target for numbers of re-enrolled students		ADEM, REG, DAR
	Leverage strategic communication strategies to promote awareness to current students of key dates and events in the enrollment and registration experience	Increase the number of students who register during the first four weeks of open registration	Evaluate registration data to explore and/or implement offering priority registration to identified cohorts		ADEM, REG
	Student Affairs staff to actively participate in CampusWorks ERP needs assessment & institutional readiness process	Review and begin to address anticipated recommendations from CampusWorks			EDSA, ADEM, ADM, REG, FAO

<u>Stakeholders Legend</u>	
ADEL =	Associate Dean of E-Learning
ADEM =	Associate Dean of Enrollment Management
ADM =	Admissions
ADSS =	Associate Dean of Student Services
CFC =	Coordinator Fitness Center
DCS =	Director Career Services
DAA =	Dean Academic Affairs
DAR =	Director Advisement & Retention
DCC =	Dean Camden Campus
DEANS =	Academic Affairs Deans
DSO =	Disability Services Office
DT =	Director of Testing
DUC =	Director University Center
EDSA =	Executive Dean Student Affairs
FAO =	Financial Aid Office
M/C =	Marketing/Communications
REC =	Recruitment
REG =	Registration
SCWP =	School, Community & Workforce Training Programs

RECOMMENDATIONS/NEXT STEPS

Implementation and Evaluation

The SEM plan is envisioned as an integrated plan that serves as one of the many operational plans at the college and is to be reviewed quarterly and updated annually. As with the College's Strategic Plan and Academic Master Plans, it includes a set of goals and strategic objectives. The implementation of the SEM plan will begin in Fall 2021 with the creation of three work teams. These three connected teams will develop yearly action plans and timelines for assigned SEM Goals and Objectives. The annual action plans will detail the who, what, when, and how the plan will be implemented. Each team will report out biannually to the Executive Dean of Student Affairs and the Executive Vice President for Academic and Student Affairs. Each semester, SEM leaders will review and monitor the Measurable Outcomes for each objective with the SEM team and identify activities for the next year. As outlined in figure 2, the three task force teams will have primary responsibility for one goal with an awareness and understanding that each goal is interconnected.

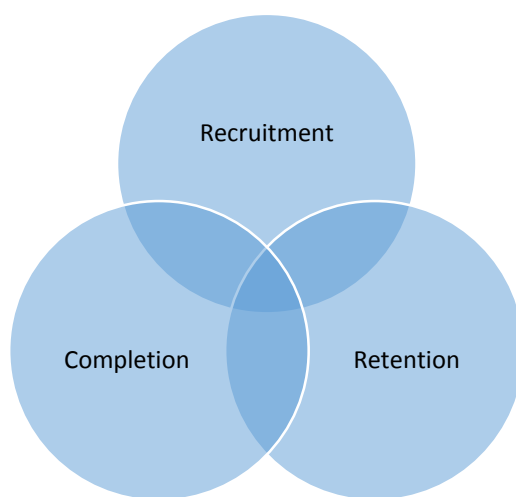


Figure 2, SEM work groups

Successfully implemented, this SEM Plan is expected to have a significant impact and position CCC well for continued enrollment and student success. The success of this SEM Plan is dependent on the ability of the three teams to execute the strategies outlined in the plan. To address the interconnectedness of the three goals, a coordinated and collaborative approach will be essential. It is expected that the work of the three work teams will influence and change the current campus culture to adopt an appreciation of SEM as a shared institutional responsibility, firmly rooted in the Guided Pathways principles of recruitment, retention, and completion. Like any plan, this SEM Plan must be a dynamic, organic document that informs decisions, guides priorities, challenges assumptions, and validates action.

Conclusion

The downward enrollment trend in community college enrollment is well documented. The persistent fallout from the pandemic, anticipated decline in the number of high school graduates in Camden County, the shifting age demographics, the increase in part-time and online students, and the increasing competition from other regional institutions of higher education make the need for a focused yet responsive and adaptable strategic enrollment management plan essential. Camden County College seeks to stabilize its enrollment by implementing the goals and initiatives outlined in this SEM plan.

The lasting effects of the pandemic as well as the increased competition from local four-year and online institutions requires that the College strengthens their existing partnerships with area high schools to enroll more of the shrinking high school age population. At the same time, the institution needs to review the current program offerings and market specific career programs to the under-employed, non-traditional college age population. Several significant regional issues in higher education such as performance-based funding, local four-year/two-year partnerships, 3+1 agreements, test optional admissions standards, and multiple delivery options all affect enrollment at CCC and require further monitoring and focus. Recruitment is now boundaryless and with increased competition from neighboring community colleges and universities, CCC needs to position itself to be competitive, agile, and innovative.

The proposed SEM Plan provides a framework to address the concerns noted above by providing a road map to strategically target special populations served by the College, removing enrollment and registration barriers through a review of the current College policies and procedures, and increasing the efficiency and effectiveness of the overall recruitment, retention, and completion of the College's student population. The College will focus its efforts not just on recruiting new students, but more importantly on utilizing guided pathways to retain and facilitate the success of the current student population.

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SEM DATA ANALYSIS AND APPENICICES

This SEM plan is intentional and uses a data-informed approach for meeting the institution's enrollment goals. As discussed in the executive summary, the relevant data was reviewed, including county demographics, college demographics, enrollment, retention, and completion data. Listed below and attached in the appendices are data elements and discussion items that formed the SEM plan.

Camden County Demographics

Camden County ranks 8th in size in New Jersey and is the most populated of the southern New Jersey counties with more than 506,471 residents (2019 estimate). It is more densely populated, than the bordering counties of Burlington and Gloucester. While more populated, Camden County did not grow in population these past 10 years compared to bordering Gloucester County, which grew 1.7% between 2000 and 2019. (Appendix C). During that same period, Camden County's population declined by 1.3%. Demographically, 21.6% of Camden County residents are Black or African American, 6% Asian, 2.6% two or more races, 17.6% Hispanic or Latino, and 55.8% White, not Hispanic or Latino.

ENROLLMENT DATA

Camden County College Current Enrollment Profile

As stated in the executive summary, community college enrollment has declined nationally, statewide and in Camden County. Camden County College, being one of the largest institutions in the state, experienced one of the largest declines in the Southern region over the past five years. In Fall 2015, the College enrolled 11,263, students for 109,070 credits. In Fall 2021, Camden enrolled 8,122 students for 76,979 credits, a decrease of 28% in headcount and a 29% decrease in credits. CCC's total spring headcount has also decreased over the past five years by 12.2% to 10,847 in spring 2021 from 12,172 in spring 2016.

Table 1: Five Year Enrollment Trend

Semester Headcounts by Attendance Status						
	FY16	FY17	FY18	FY19	FY20	FY21
Summer Term	2015	2016	2017	2018	2019	2020
Full-Time	213	256	166	166	203	326
Part-Time	4,003	3,934	3,644	3,582	3,806	4,185
Total	4,216	4,190	3,810	3,748	4,009	4,511
Fall Term	2015	2016	2017	2018	2019	2020
Full-Time	5,646	5,181	5,041	4,271	4,200	3,424
Part-Time	5,617	5,816	5,451	5,404	5,535	4,698
Total	11,263	10,997	10,492	9,675	9,735	8,122
Spring Term	2016	2017	2018	2019	2020	2021
Full-Time	4,978	4,571	4,370	4,073	3,908	3,294
Part-Time	7,194	7,582	7,617	7,824	8,000	7,553
Total	12,172	12,153	11,987	11,897	11,908	10,847

Source: State of New Jersey: Office of the Secretary of Higher Education

Note: Fiscal Year runs from July 1 to June 30. For example, Fiscal Year 2021 would be from July 1, 2020-June 30, 2021.

For the above table, terms are organized in fiscal year order at Camden (summer, fall, and then spring). CCC Fact Book 2021

The registration status chart below documents the decline in all matriculated students but most remarkably in first-time, degree seeking students from 20.1% in 2016 to 15.8% in Fall 2020. Fall 2020 enrollment was surely affected by the uncertainties of the pandemic but enrollment of new, first-time full-time students has been declining for some time.

Table 2: Matriculated Enrollment by Registration Type, Falls 2016-2020 & Springs 2017-2021

	New		Transfer		Continuing		Total
<i>Term</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>
Fall 2016	1,967	20.1	754	7.7	7,044	72.1	9,765
Fall 2017	1,859	20.5	813	9.0	6,383	70.5	9,055
Fall 2018	1,425	17.2	723	8.7	6,137	74.1	8,285
Fall 2019	1,580	19.3	778	9.5	5,825	71.2	8,183
Fall 2020	1,085	15.8	496	7.2	5,284	77.0	6,865
Spring 2017	445	4.9	513	5.7	8,116	89.4	9,074
Spring 2018	322	4.0	461	5.8	7,196	90.2	7,979
Spring 2019	374	4.8	426	5.4	7,050	89.8	7,850
Spring 2020	374	4.9	428	5.6	6,860	89.5	7,662
Spring 2021	210	3.4	320	5.2	5,629	91.4	6,159

Source: SURE Term Files CCC Fact Book 2021.

The chart below documents non-matriculated students for the same time period. Of note here is the steady increase in non-matriculated students. This increase is largely attributable to the increase in Dual Credit and Dual Enrollment programs with area high schools. These factors influence the enrollment intensity of CCC students with many of them attending part-time and thus taking fewer credits overall. Registration status for both degree seeking and non-matriculated was influenced by Covid in Fall 2020.

Table 3: Non-Matriculated Enrollment by Registration Type, Falls 2016–2020 & Springs 2017-2021

	New		Transfer		Continuing		Total
<i>Term</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>	<i>Percent</i>	<i>Count</i>
Fall 2016	496	40.3	110	8.9	626	50.8	1,232
Fall 2017	437	30.4	218	15.2	782	54.4	1,437
Fall 2018	452	32.5	216	15.5	722	51.9	1,390
Fall 2019	488	31.4	309	19.9	755	48.6	1,552
Fall 2020	419	33.3	322	25.6	516	41.1	1,257
Spring 2017	1,635	53.1	178	5.8	1,266	41.1	3,079
Spring 2018	1,844	46.0	209	5.2	1,955	48.8	4,008
Spring 2019	1,901	47.0	423	10.5	1,723	42.6	4,047
Spring 2020	2,032	47.9	424	10.0	1,790	42.2	4,246
Spring 2021	2,137	45.6	756	16.1	1,795	38.3	4,688

Source: SURE Term Files. CCC Fact Book 2021

Enrollment Trends by Location

Enrollment by campus also has changed (Appendix D). The college noted a steady increase in online learning, even prior to the pandemic. Enrollment at our Camden City Campus and William G. Rohrer Center in Cherry Hill grew between Fiscal Year (FY) 2000 and FY 2010, however recent trend data from FY 2016 to the present has shown a large decrease in enrollment at both locations. The chart below shows the subsequent decline at all three locations over time, with the Camden City campus and Rohrer Center having the largest declines.

Table 4: Fiscal Year Credit Totals by Location

Fiscal Year Credits by Campus						
	FY16	FY17	FY18	FY19	FY20	FY21
** Fiscal Year Credits	239,486	230,202	219,784	206,212	209,186	192,752
Blackwood	156,848	148,810	136,518	122,213	116,440	6,457
Camden	25,790	21,994	19,735	17,061	17,803	61
Cherry Hill	11,094	9,505	8,071	8,241	10,849	3,568
Online	31,488	32,405	34,122	37,674	40,143	157,490
Other*	14,266	17,488	21,338	21,023	23,951	25,176

*Other includes RETC, Off-Campus and Dual Credit (dual credit in spring only), Joint Health Services, and Hybrid.

**The sum of the 3 SURE Term Files *Preliminary Numbers in red font.*

Source: SURE Term Files

Distance Education or E-Learning is one area that showed growth with a 16.4% increase in online enrollment between FY2016 and FY2019. Prior to the pandemic, the college was taking measures to maximize this growth and online student success by developing a new division of E-Learning in 2019 and by implementing a new Learning Management Software (Canvas). The growth of the E-Learning Division, as outlined in the Academic Master Plan, helped the college respond successfully to providing online learning during the pandemic.

High School Enrollment

According to the National Center for Education Statistics (2018), the number of high school graduates is projected to be higher in 2026 nationwide; however, it is projected to decrease by less than 5% in New Jersey between 2012 and 2026 (Appendix E). There has been a slight increase (1.5%) in the percent of high school graduates from Camden County that enrolled in post-secondary education between 2018 and 2019. Of those that did enroll in post-secondary education, more enrolled in four-year institutions. Eleven (11) Camden County high schools did see a slight to moderate increase in two-year post-secondary enrollment in this time period. Examining the outreach efforts to these high schools could inform future recruitment activities. See Appendix F for a detailed breakdown by high school.

An additional factor affecting traditional age student enrollment at CCC is the increasing competition to enroll students from the same target population as other two- and four-year institutions in the region. Rowan, Stockton and Rutgers had the largest first-time, full-time (FT/FT) enrollment increase in the South Jersey geographic region for four-year institutions. Rowan increased their FT/FT enrollment 47.1% from 2014 to 2018; Stockton increased 14.8% in

the same time period; Rutgers also increased but their data was not broken down for the separate campuses such as Camden and New Brunswick. See Appendix B for a detailed breakdown by institution.

Retention

The College's Fall 2019 to Fall 2020 retention rate of first-time, full-time students is 60% and 36% for first-time, part-time students. Trends consistently show that enrollment intensity affects retention. Students that attend full-time are retained at a much higher rate. Retained students have a higher probability of graduating on time.

Fall to Spring retention (Appendix G) is roughly 80% (part-time students Fall to Spring retention is lower than full-time student Fall to Spring retention). Reviewing retention data by demographic information, in addition to enrollment status, highlights areas of opportunity to close achievement gaps. Our male and our Black and Hispanic students are retained at a lower rate from Fall to Fall than white females. See Appendix H for a detailed breakdown by race/ethnicity and gender. Goal 2 of the SEM Plan is designed to implement retention strategies for all students, with additional emphasis on those most at risk.

Table 5: Retention Fall to Fall First-Time, Degree-Seeking Students (Full-Time and Part-Time)

Retention - Fall to Fall		
First-Time, Degree-Seeking Students (Full-Time and Part-Time)		
	First-Time, Full-Time	First-Time, Part-Time
Fall 2019 to Fall 2020	60%	36%
Fall 2018 to Fall 2019	61%	46%
Fall 2017 to Fall 2018	57%	43%
Fall 2016 to Fall 2017	61%	41%
Fall 2015 to Fall 2016	65%	37%

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Graduation

Completion rates for college students is a national conversation. In New Jersey, the Community College 150% Graduation Rate was 22.1% for the 2014-2017 cohort. At Camden County College, graduation rates have been slowly increasing. Although the institution lags its counterparts in the 150% Graduation Rate of first-time, full-time students, the College saw improvement in the graduation rates from 17% with the 2013-16 Cohort to 21% with the 2017-2020 Cohort. Not all students that enroll at CCC intend to graduate and many transfer prior to completing a degree. Continuous enrollment in higher education is a success measure. CCC students who transferred in the Fall 2017 – Fall 2020 cohort is 13%. When added with the graduation rate, the success rate grows to 34% for the Fall 2017 cohort.

Table 6: Completion/Graduation – First-Time, Full-Time

Completion/Graduation – First-Time, Full-Time			
	100% - 2 Year	150% - 3 Year	200% - 4 Year
Fall 2017 to Fall 2020	9%	21%	Not yet reported
Fall 2016 to Fall 2019	9%	20%	25%
Fall 2015 to Fall 2018	6%	19%	26%
Fall 2014 to Fall 2017	6%	16%	21%
	4%	17%	23%

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Table 7: Transfer Rate – First-Time, Full-Time 3 Years

Transfer Rate – First-Time, Full-Time 150% - 3 Year	
Non-Graduates	
Fall 2017 to Fall 2020	13%
Fall 2016 to Fall 2019	14%
Fall 2015 to Fall 2018	16%
Fall 2014 to Fall 2017	16%
Fall 2013 to Fall 2016	16%

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Student Demographics

The College continues to monitor the demographic make-up of its student body to ensure it is serving its constituents in the surrounding community and Camden County. CCC students are a diverse group. In Fall 2020, 63% were female and 37% were male. 41.5% were White, non-Hispanic, 20.2% Black, 19.5% Hispanic, 5.8% Asian, .5% American Indian, 3.9% multi-racial, and 8.5% unknown. Seventy-five percent (75%) of our students live in Camden County. When the enrollment began to decline in 2011, the enrollment intensity shifted back toward more part-time enrollment, as more of our students are working while attending college. In Fall 2020, 57.8% were enrolled part-time (less than 12 credits), and 42.2% were enrolled full-time (12 or more credits). Adjusting to the needs of an older, part-time student base will be critical to enrollment stabilization. See Appendix I for detailed information on Race, Gender and Age with County comparisons.

Degree attainment – 25 years or older

Data overwhelmingly indicates that Americans with higher levels of education earn more and are more likely to be employed. Research from the Lumina Foundation, A Stronger Nation Report, (2019) indicates that graduates with at least some college will earn 14% more than high school graduates and 27% more if they earn an Associate degree. As discussed, educational attainment in New Jersey exceeds the national average and has grown to 56.6% in 2019. Camden County,

however, lags behind the Nation and State in degree completion with nearly 42.1% of residents ages 25-64 having an associate degree or higher.

The College needs to find ways to attract the non-traditional age population. The Educational Attainment Rates for persons in Camden County who are 25 or older and the projections for 2025 are detailed in the chart below. Targeted and intentional recruitment to this cohort will be a critical component for stabilizing enrollment.

Table 8: Education Attainment of Camden County Residents
Educational Attainment by Level – Camden County (age 25 or older) 2021

Education Level	2021 Population	2025 Population	2021 % of Population	2021 State % Population	2021 National % Population
Less Than 9th Grade	15,959	15,997	5%	5%	5%
9th Grade to 12th Grade	23,027	21,562	7%	5%	7%
High School Diploma	100,958	97,409	29%	26%	27%
Some College	69,193	70,067	20%	16%	20%
Associate's Degree	25,582	25,982	7%	7%	9%
Bachelor's Degree	72,754	75,231	21%	25%	20%
Graduate Degree and Highe	44,988	47,975	13%	16%	13%
	352,461	354,223	100%	100%	100%

Appendix A



CURRENT
Term Enrollment
ESTIMATES
FALL 2020

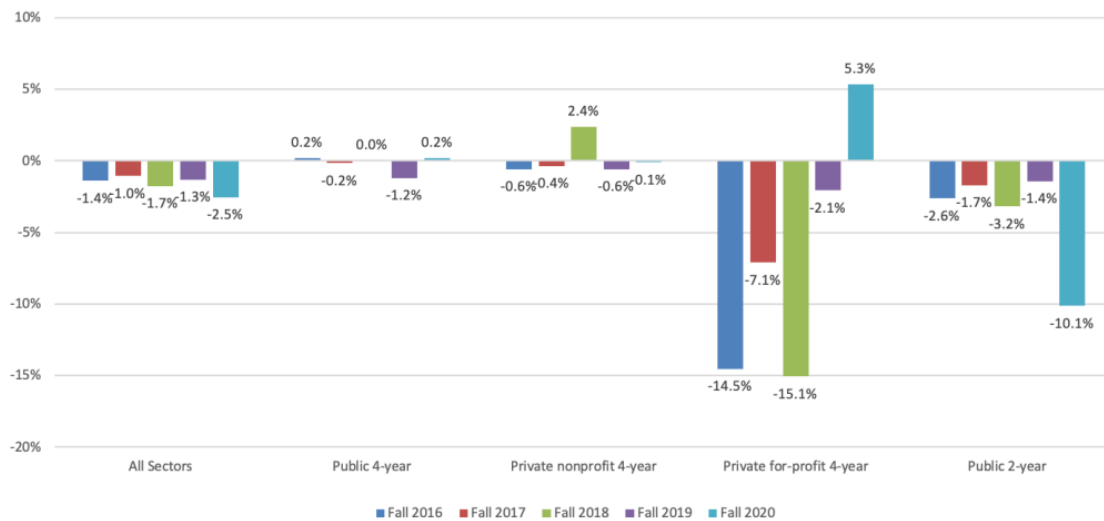
Table 1. Estimated National Enrollment by Institutional Sector: 2018 to 2020

Sector	Fall 2020		Fall 2019		Fall 2018	
	Enrollment	% Change from Previous Year	Enrollment	% Change from Previous Year	Enrollment	% Change from Previous Year
Total Enrollment (All Sectors)	17,778,484	-2.5%	18,239,874	-1.3%	18,482,391	-1.7%
Public 4-year	8,004,360	0.2%	7,989,984	-1.2%	8,087,410	0.0%
Private nonprofit 4-year	3,839,485	-0.1%	3,842,930	-0.6%	3,864,957	2.4%
Private for-profit 4-year	789,888	5.3%	749,885	-2.1%	765,596	-15.1%
Public 2-year	4,824,204	-10.1%	5,368,470	-1.4%	5,445,562	-3.2%
Unduplicated Student Headcount (All Sectors)	17,491,813	-2.6%	17,965,287	-1.3%	18,196,846	-1.4%



CURRENT
Term Enrollment
ESTIMATES
FALL 2020

Figure 1. Percent Change in Enrollment from Previous Year by Institutional Sector: 2016 to 2020



https://nscresearchcenter.org/wp-content/uploads/CTEE_Report_Fall_2020.pdf

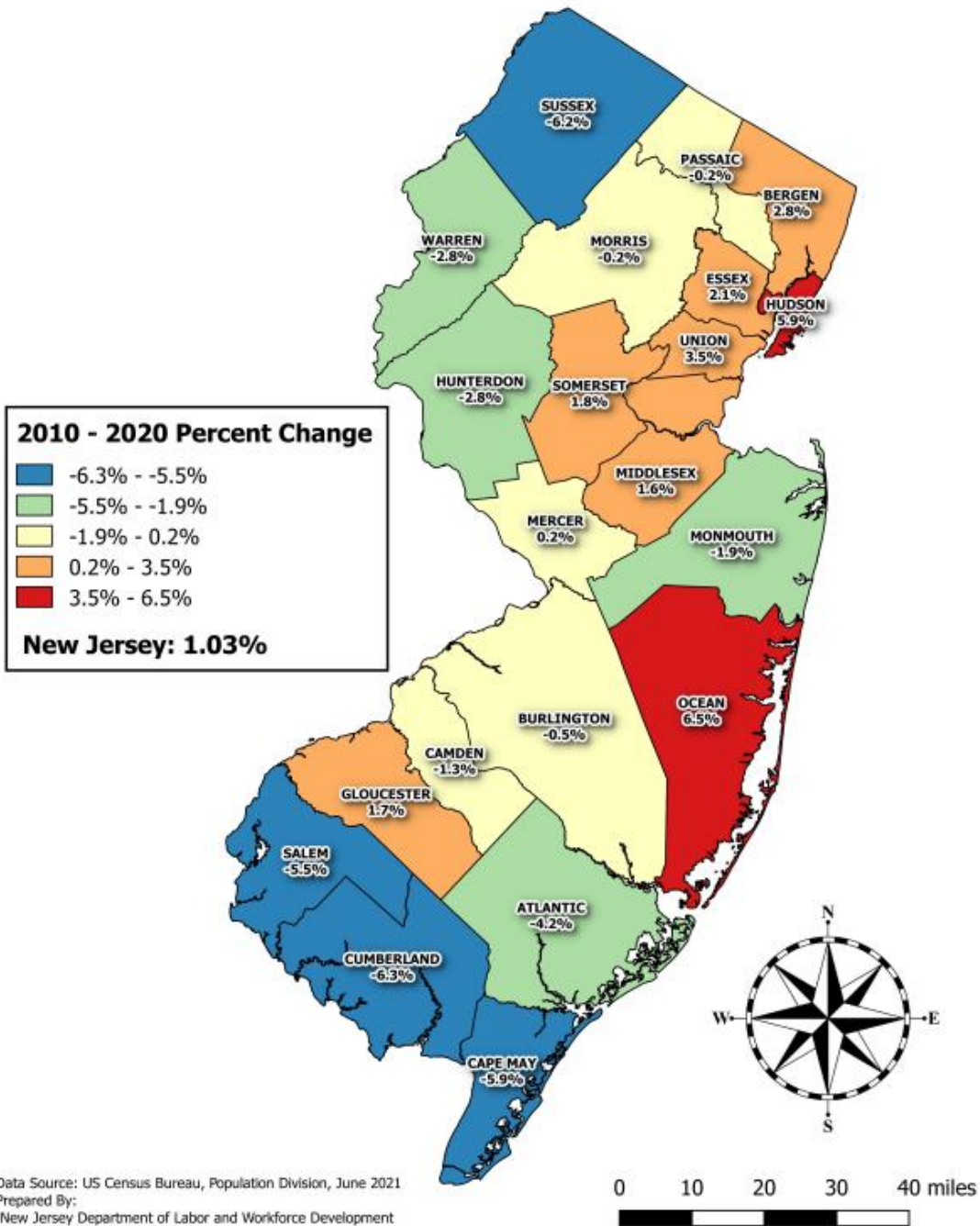
Appendix B

Undergraduate Enrollment for Fiscal Year in N. J. Public Colleges and Universities, Past 10 Years

COLLEGE	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	5 yrs.	1 yr.
Atlantic	10,414	11,053	11,219	10,656	10,422	9,911	9,551	8,860	8,183	7,927	-23.9%	-3.1%
Bergen	22,206	23,625	23,777	24,283	23,874	22,537	21,135	20,115	20,219	19,671	-17.6%	-2.7%
Brookdale	21,573	22,830	22,446	21,699	21,213	20,816	20,553	20,133	18,974	18,316	-13.7%	-3.5%
Burlington, Rowan	15,241	16,705	17,479	17,770	17,156	16,530	16,005	15,183	14,981	15,412	-10.2%	2.9%
Camden	23,399	23,379	23,052	21,832	20,942	19,959	18,506	17,288	17,416	17,037	-18.6%	-2.2%
Cumberland	5,439	5,828	5,486	5,476	5,133	5,042	4,892	4,325	4,063	4,361	-15.0%	7.3%
Essex	16,461	18,087	17,414	16,544	16,079	16,203	15,395	14,986	12,638	11,840	-26.4%	-6.3%
Gloucester, Rowan	9,215	9,863	10,152	10,782	10,953	9,914	9,830	9,611	10,150	10,101	-7.8%	-0.5%
Hudson	10,609	12,192	12,608	12,986	12,576	12,675	12,965	12,248	11,751	12,008	-4.5%	2.2%
Mercer	13,327	13,731	13,803	13,519	11,970	11,073	11,471	11,603	10,884	10,712	-10.5%	-1.6%
Middlesex	17,470	18,657	19,505	19,037	19,561	18,516	18,095	17,846	17,304	16,876	-13.7%	-2.5%
Morris	12,557	13,901	13,936	12,491	12,290	11,757	12,034	11,308	11,568	11,319	-7.9%	-2.2%
Ocean	15,011	15,653	16,387	16,447	15,966	15,152	13,916	13,236	13,485	14,075	-11.8%	4.4%
Passaic	10,977	12,588	13,446	13,475	12,586	12,591	12,264	11,550	11,010	10,660	-15.3%	-3.2%
Raritan	10,808	11,666	12,227	12,461	12,144	11,867	11,723	11,936	11,436	11,281	-7.1%	-1.4%
Salem	1,870	2,037	1,970	1,800	1,760	1,650	1,574	1,616	1,635	1,473	-16.3%	-9.9%
Sussex	5,053	5,511	5,241	5,089	4,840	4,518	4,337	3,934	3,732	3,711	-23.3%	-0.6%
Union	17,087	18,272	17,486	17,304	17,275	16,490	15,977	15,169	13,902	13,323	-22.9%	-4.2%
Warren	2,373	2,767	2,935	3,038	2,897	2,948	3,535	3,537	3,719	3,569	23.2%	-4.0%
Sub-total	241,090	258,345	260,569	256,689	249,637	240,149	233,758	224,484	217,050	213,672	-14.4%	-1.6%
% of Total	62.0%	62.9%	61.9%	61.0%	60.3%	59.0%	58.5%	57.1%	55.8%	55.3%		
U.M.D.N.J.	1,187	915	1,585	1,620	1,428	0	0	0	0	0	n/a	n/a
N.J.I.T.	6,330	6,643	7,041	7,683	8,127	8,345	8,615	8,992	9,366	9,620	18.4%	2.7%
Rutgers	44,729	46,530	48,976	49,781	50,613	53,276	53,212	55,086	56,682	56,737	12.1%	0.1%
Sub-total	52,246	54,088	57,602	59,084	60,168	61,621	61,827	64,078	66,048	66,357	10.3%	0.5%
% of Total	13.4%	13.2%	13.7%	14.0%	14.5%	15.1%	15.5%	16.3%	17.0%	17.2%		
College of NJ	6,681	6,680	6,958	7,093	7,124	7,162	7,119	7,217	7,212	7,289	2.3%	1.1%
Kean	12,980	13,773	14,982	15,226	14,472	13,820	13,987	13,730	13,719	13,725	-5.2%	0.0%
Montclair	16,216	16,388	16,654	16,816	16,649	17,477	17,970	18,348	18,785	18,798	12.9%	0.1%
NJ City	8,220	7,804	7,817	7,898	7,761	7,505	7,423	7,469	7,664	7,528	-3.0%	-1.8%
Ramapo	6,502	6,666	6,694	6,613	6,541	6,480	6,545	6,456	6,466	6,302	-3.7%	-2.5%
Rowan	10,268	10,961	11,266	11,645	11,873	12,356	13,538	14,726	16,047	17,470	47.1%	8.9%
Stockton	7,591	7,674	8,038	8,241	8,511	8,677	8,918	8,971	9,105	9,772	14.8%	7.3%
T. Edison	17,320	17,722	19,140	19,405	19,596	20,143	17,590	16,506	16,244	15,170	-22.6%	-6.6%
Wm. Paterson	10,021	10,810	11,560	11,876	11,771	11,671	11,055	11,184	10,743	10,459	-11.1%	-2.6%
Sub-total	95,799	98,478	103,109	104,813	104,298	105,291	104,145	104,607	105,985	106,513	2.1%	0.5%
% of Total	24.6%	24.0%	24.5%	24.9%	25.2%	25.9%	26.1%	26.6%	27.2%	27.6%		
TOTAL	389,135	410,911	421,280	420,586	414,103	407,061	399,730	393,169	389,083	386,542	-6.7%	-0.7%
Sources:												
New Jersey Higher Education Report - Fiscal Year Enrollment and Credits in N.J. Colleges & Univ., 2009-2018												

Appendix C

Percent Change in Population: April 1, 2010 - July 1, 2020 New Jersey Counties



<https://www.state.nj.us/labor/lpa/content/maps/Popchg10yr.pdf>

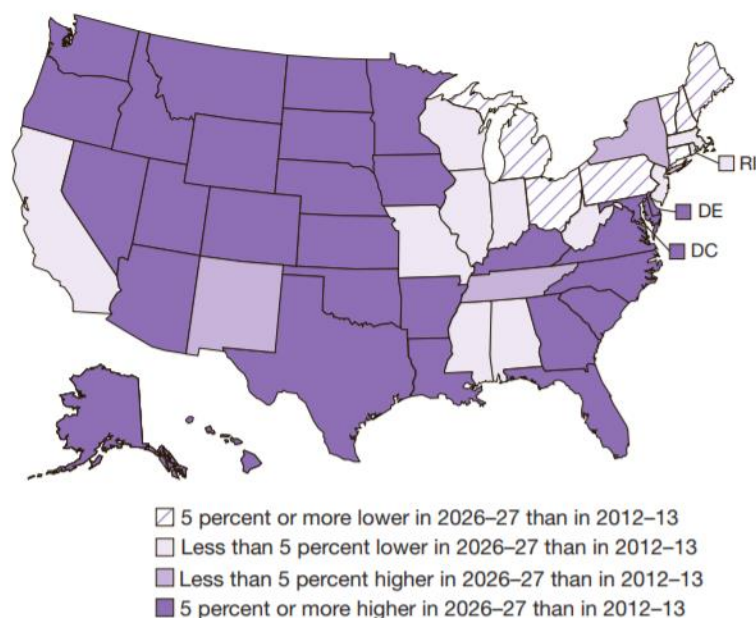
Appendix D

Fiscal Year Credits by Term and Campus						
	FY16	FY17	FY18	FY19	FY20	FY21
	Summer 2015	Summer 2016	Summer 2017	Summer 2018	Summer 2019	Summer 2020
Summer Term	21,211	21,733	18,715	18,956	20,780	26,536
Blackwood	9,568	10,283	8,906	8,222	8,228	211
Camden	1,439	1,068	693	770	925	0
Cherry Hill	1,962	1,593	1,333	1,041	2,732	3,568
Online	6,730	7,106	6,746	8,191	8,043	22,757
Other*	1,512	1,683	1,037	732	852	0
	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020
Fall Term	109,070	103,804	99,641	89,365	89,594	76,979
Blackwood	76,742	72,793	68,664	61,085	58,044	2,982
Camden	12,266	11,022	9,997	8,303	8,860	45
Cherry Hill	4,991	4,490	3,704	2,792	3,930	0
Online	11,362	12,135	12,242	13,490	14,521	69,823
Other*	3,709	3,364	5,034	3,695	4,239	4,129
	Spring 2016	Spring 2017	**Spring 2018	Spring 2019	Spring 2020	Spring 2021
Spring Term	109,205	104,665	101,428	97,891	98,812	89,237
Blackwood	70,538	65,734	58,948	52,906	50,168	3,264
Camden	12,085	9,904	9,045	7,988	8,018	16
Cherry Hill	4,141	3,422	3,034	4,408	4,187	0
Online	13,396	13,164	15,134	15,993	17,579	64,910
Other*	9,045	12,441	15,267	16,596	18,860	21,047

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Appendix E

Figure 10. Projected percentage change in the number of public high school graduates, by state: School years 2012–13 and 2026–27



NOTE: Includes graduates of regular day school programs. Excludes graduates of other programs, when separately reported, and recipients of high school equivalency certificates. Calculations are based on unrounded numbers. Mean absolute percentage errors of public high school graduates by state and region can be found in table A-14, appendix A. SOURCE: U.S. Department of Education, National Center for Education Statistics, Common Core of Data (CCD), "State Dropout and Completion Data File," 2013–14; and State Public High School Graduates Projection Model, 1980–81 through 2026–27. (This figure was prepared April 2017.)

High school graduates by state

The number of public high school graduates is projected to be higher in 2026–27 than in 2012–13. This plays out differently among the states.

- ▲ High school graduates are projected to be higher in 2026–27 than in 2012–13 for 32 states and the District of Columbia, with projected high school graduates
 - 5 percent or more higher in 29 states and the District of Columbia; and
 - less than 5 percent higher in 3 states.
- ▼ High school graduates are projected to be lower in 2026–27 than in 2012–13 for 18 states, with projected high school graduates
 - 5 percent or more lower in 7 states; and
 - less than 5 percent lower in 11 states.

*For more information:
Table 10*

Appendix F

Percent Enrollment in Postsecondary Camden County High School Graduates

School Name	Class Year 2019			Class Year 2018		
	% Enrolled 2 Year	% Enrolled 4 Year	% Enrolled Any Institution	% Enrolled 2 Year	% Enrolled 4 Year	% Enrolled Any Institution
Audubon Junior/Senior High School	32.7	42.9	75.5	30.8	43.6	74.4
Highland Regional High School	41.9	29.7	71.6	33.8	38.0	71.8
Timber Creek Regional High School	35.5	37.4	72.9	28.4	49.1	77.5
Triton Regional High School	36.9	30.2	67.2	40.5	31.9	72.4
Dr. Charles E. Brimm Medical Arts High School	20.5	65.9	86.4	9.6	67.3	76.9
Camden High School	19.7	12.8	32.5	16.9	5.8	22.7
Woodrow Wilson High School	20.4	6.6	27.0	16.9	6.7	23.6
Creative Arts Morgan Village Academy	20.3	48.6	68.9	13.6	39.0	52.5
Camden Big Picture Learning Academy	10.0	45.0	55.0	32.3	35.5	67.7
Camden County Technical School-Pennsauken	33.0	16.7	49.8	16.1	36.1	52.9
Camden County Technical School-GTC	34.5	22.1	56.6	29.5	26.0	55.4
Cherry Hill High School East	10.8	83.5	94.2	16.4	74.8	91.2
Cherry Hill High School West	25.8	48.8	74.5	33.5	42.4	75.9
Alternative High School	N	N	N	*	*	*
Collingswood High School	24.4	48.8	73.1	25.9	49.4	75.3
Eastern Regional High School	19.4	68.2	87.6	19.0	68.1	87.1
Gloucester City Jr. Sr. High School	21.0	25.0	46.0	28.8	24.6	53.4
Mastery Schools of Camden, Inc.	N	N	N	N	N	N
Haddon Heights Jr./Sr. High School	25.0	47.0	72.0	27.5	49.7	77.1
Haddon Township High School	21.6	64.1	85.6	15.9	69.6	85.5
Haddonfield Memorial High School	3.7	91.2	94.9	5.1	89.8	94.9
Lindenwold High School	35.7	9.5	45.2	40.9	14.2	55.1
Pennsauken High School	28.9	28.6	57.5	31.5	31.3	62.8
A.E. Burling High School	N	N	N	N	N	N
Overbrook Senior High School	28.9	32.4	61.3	34.5	29.3	63.8
Sterling High School	27.1	42.9	70.0	30.4	45.5	75.9
Winslow Township High School	23.3	36.8	60.1	29.1	39.1	68.2

Data Source: NJ Department of Education/High School Report Cards

Appendix G

Fall to Spring Retention First Time, Degree-Seeking Students (Full-time and Part-time)

Year	Number Enrolled	Number Retained	Percentage Retained
Fall 2012 – Spring 2013	2597	2161	83%
Fall 2013 - Spring 2014	2635	2071	79%
Fall 2014 – Spring 2015	2248	1767	79%
Fall 2015- Spring 2016	2073	1635	79%
Fall 2016 – Spring 2017	1967	1550*	79%*
Fall 2017 – Spring 2018	1859	1467*	79%*
Fall 2018 – Spring 2019	1425	1094*	77%*

*Includes graduates from certificate programs

Source: CCC 10th Day Enrollment Files

Appendix H

Comparison Data: Fall 2015 - 2019 Cohorts – Percentage of First-Time, Degree-Seeking Students (Full-time and Part-time) Retained or Graduated Fall to Fall

	2015 COHORT	2016 COHORT	2017 COHORT	2018 COHORT	2019 COHORT
Total	59%	56%	56%	58%	54%
Enrollment Status					
Full-Time	65%	61%	59%	61%	60%
Part-Time	37%	41%	43%	46%	36%
Gender					
Female	60%	59%	57%	58%	56%
Male	57%	54%	54%	58%	51%
Race/Ethnicity*					
American Indian/ Native Alaskan	47%	56%	58%	61%	55%
Black	50%	43%	42%	48%	47%
Hispanic	49%	53%	51%	55%	48%
Asian	80%	66%	66%	60%	61%
Native Hawaiian/Pacific Islander	60%	57%	100%	100%	0%
White	63%	62%	62%	63%	62%
2 or more races	40%	25%	88%	80%	0%
Unknown/Non-Resident	66%	71%	63%	66%	55%
Gender X Race/Ethnicity*					
Black, Male	46%	42%	39%	51%	44%
Black, Female	54%	44%	45%	46%	49%
Hispanic Male	52%	49%	46%	54%	45%
Hispanic Female	48%	56%	56%	56%	49%
White, Male	60%	59%	62%	61%	57%
White, Female	65%	66%	63%	65%	68%

Appendix I

Fall 2020 Enrollment by Race, Sex, & Age Compared to Camden County Census Data

Race*	Camden County Students			*Camden County
	Full-Time	Part-Time	Total	2020 Projections
White	40.5%	42.2%	41.5%	58.1%
Black	19.1%	21.1%	20.2%	18.4%
Hispanic	19.7%	19.3%	19.5%	15.8%
Asian	7.3%	4.7%	5.8%	6.0%
American Indian/Alaska Native	0.4%	0.5%	0.5%	0.2%
Native Hawaiian/Pacific Islander	0.1%	0.1%	0.1%	0.0%
2 or More Races	4.6%	3.5%	3.9%	1.4%
Unknown/Not Reported	8.2%	8.6%	8.5%	N/A

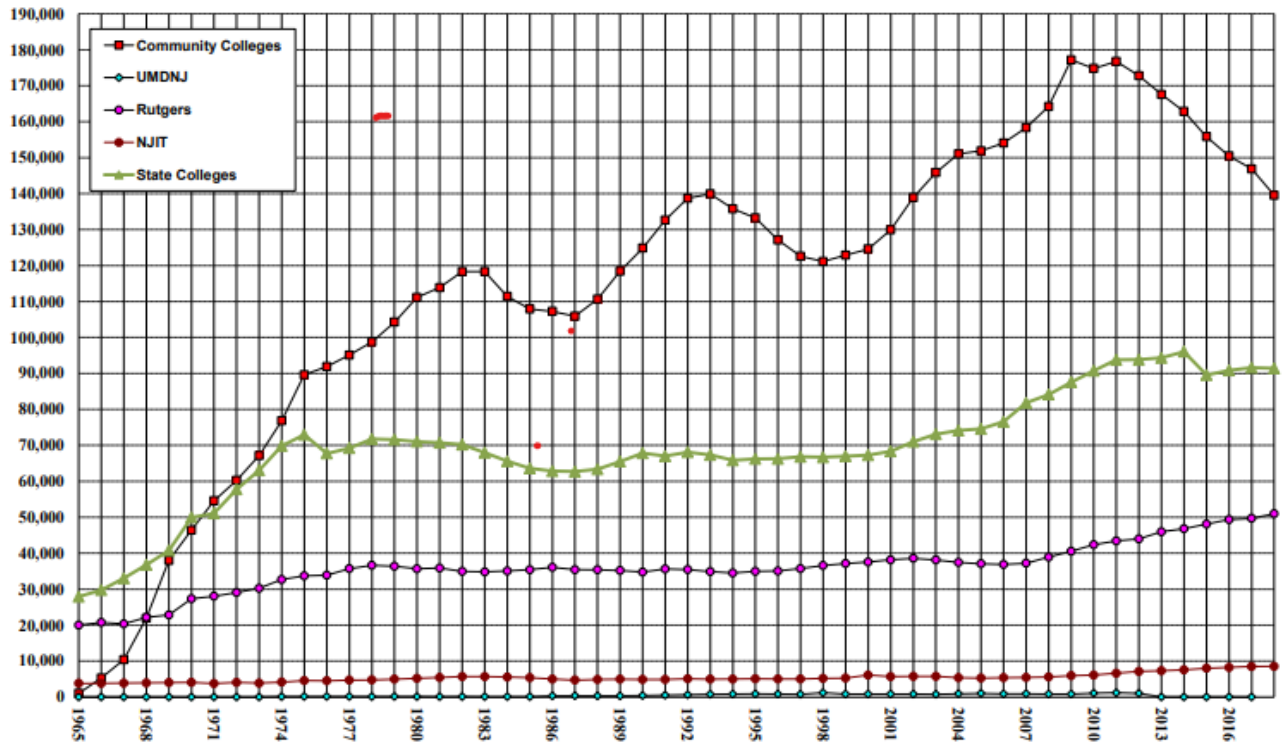
Gender	Full-Time	Part-Time	Total	2020 Projections
Male	40.2%	35.0%	37.2%	47.6%
Female	59.7%	65.0%	62.8%	52.4%

Age	Full-Time	Part-Time	Total	2020 Projections
15-19	33.1%	16.5%	23.5%	7.4%
20-24	41.1%	31.5%	35.5%	7.1%
25-34	18.9%	28.4%	24.4%	17.2%
35-39	2.7%	7.9%	5.7%	8.3%
40-49	3.0%	9.4%	6.7%	15.2%
50-64	1.1%	5.8%	3.8%	24.5%
65+	0.1%	0.5%	0.3%	20.3%

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Appendix J

Figure A-1
Undergraduate Fall Credit Enrollment in N.J. Public Colleges & Universities
Grouped by Sector, 1965 to 2018



RESOLUTION NO. FY2022-91

**RESOLUTION AWARDING FAIR AND OPEN REQUEST FOR PROPOSAL FOR THE
ELLUCIAN COLLEAGUE® PROGRAMMING SUPPORT SERVICES**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*, and such materials and services identified in N.J.S.A. 18A; 64A-25.5 are permitted to be awarded without public advertising and bidding; and the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5; and

WHEREAS, Camden County College Board of Trustees Policy 418 requires an Award by the Trustees for any sum over the bid threshold which is exempt from public bidding and awarded through an Open & Fair process in accordance with N.J.S.A. 19:44A-20.7; and

WHEREAS, the College utilized a Request for Proposal (RFP) process as implemented in connection with **#FY22RFP-10** was publicly advertised in newspapers and on the Internet website maintained by Camden County using a public solicitation of proposals with criteria established in writing prior to the public opening of the proposals; and

WHEREAS, after application of that criteria it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology, and his members of the RFP Evaluation Committee: Anthony Nastasi, Applications Manager, Office of Information Technology, Thomas Russell, Programmer/Analyst, Office of Information Technology, Daniel Pisko, Programmer/Analyst, Office of Information Technology as well as the Manager of Purchasing, Melissa Manera and Maris Kukainis, Executive Director of Financial Administrative Services to award the contract in accordance with the College's RFP Committee evaluation of the proposals as identified herein on the attached "RFP Analysis" to Ferrilli Information Group; and

WHEREAS, Helen Antonakakis the Executive Director for Finance and Planning has certified the availability of funds for this action in account #158082-61436 and 155083-61436; with funds in Year 2 being subject to the availability of funding and/or subject to termination by the College; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that **RFP #FY22RFP-10 for Ellucian Colleague® Programming Support Services** be and is hereby deemed to have been a Fair and Open process within the meaning of the relevant statutes and is **AWARDED** to **Ferrilli Information Group** based on their submitted proposal and pricing with an anticipated cost of approximately **\$200,000.00** with terms commencing on **January 1, 2022** through **December 31, 2023**; and

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

SUMMARY STATEMENT

This resolution awards a contract through a publicly advertised Fair and Open RFP process to **Ferrilli Information Group** for **Ellucian Colleague® Programming Support Services** with terms commencing on **January 1, 2022 through December 31, 2023** in the anticipated aggregate amount of \$200,000.00 over that period. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

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RESOLUTION NO. FY2022-91

RFP Analysis
For
Ellucian Colleague® Programming Support Services
(RFP #FY20RFP-27)

CRITERIA	Ferrilli Information Group Haddonfield, NJ
Location of Remote Base	19
Proven Record of Experience	16
Ability to Provide Services	16
Personnel Qualifications	15
References	16
Overall Submission	15
Cost of Initial Services	10
Cost for Administration (major) Administration (minor)	23
Proposal's Responsiveness	17
Total Ratings:	147

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Ellucian Colleague® Programming Support Services

FY22RFP-10	Vendor	Ferrilli Information Group
Evaluator		
Tony Nastasi		38
James Palmer		37
Daniel Pisko		32
Tom Russell		40
	TOTAL:	147

Tony Nastasi

CRITERIA		Total Ratings
Location of Remote Base	Haddonfield NJ	5
Proven Record of Experience	5+ years	5
Ability to Provide Services		5
Personnel Qualifications		5
References		5
Overall Submission		5
Cost of Initial Services		
Cost for Administration (major)	195	
Administration (minor)	300	3
Proposal's Responsiveness		5
Total Ratings:		38

Ratings (4 RFP Committee Members)

0 = Unsatisfactory

1 = Poor

2 = Fair

3 = Satisfactory

4 = Good

5 = Excellent

James Palmer

CRITERIA		Total Ratings
Location of Remote Base	5	
Proven Record of Experience	4	
Ability to Provide Services	3	
Personnel Qualifications	4	
References	4	
Overall Submission	4	
Cost of Initial Services	3	
Cost for Administration (major)	3	
Administration (minor)	3	
Proposal's Responsiveness	4	
Total Ratings:	37	

Ratings (4 RFP Committee Members)

0 = Unsatisfactory

1 = Poor

2 = Fair

3 = Satisfactory

4 = Good

5 = Excellent

Daniel Piska

CRITERIA	Rating	Total Ratings
Location of Remote Base	5	
Proven Record of Experience	3	
Ability to Provide Services	3	
Personnel Qualifications	3	
References	3	
Overall Submission	2	
Cost of Initial Services	3	
Cost for Administration (major) Administration (minor)	$\frac{3}{3}$	
Proposal's Responsiveness	4	
Total Ratings:	32	

Ratings (4 RFP Committee Members)

0 = Unsatisfactory

1 = Poor

2 = Fair

3 = Satisfactory

4 = Good

5 = Excellent

Tom Russell

CRITERIA		Total Ratings
Location of Remote Base		4
Proven Record of Experience		4
Ability to Provide Services		4
Personnel Qualifications		4
References		4
Overall Submission		4
Cost of Initial Services		4
Cost for Administration (major) Administration (minor)		4-4
Proposal's Responsiveness		4
Total Ratings:		40

Ratings (4 RFP Committee Members)

0 = Unsatisfactory

1 = Poor

2 = Fair

3 = Satisfactory

4 = Good

5 = Excellent

RESOLUTION NO. FY2022-92

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
AVISO COACHING, LLC FOR STUDENT RETENTION SOFTWARE**

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(3) and (19) purchases for such materials and services are permitted to be awarded without public bidding; and

WHEREAS, Aviso Retention provides early alert software that includes modules not found in other retention software. The early alert predictive software will allow the college to identify at risk students in a timely manner. Retention is crucial to enrollment and as a metric to student success. The overall student retention rates at Camden County College are 61% for full-time students and 46% for part-time students. Increased retention is predicated on identifying and providing intervening measures to the at risk population. This system will allow the College to move from a passive construct for advisement to an active, intrusive model in which students receive academic and support services when they can be of most benefit; and

WHEREAS, it is the recommendation of Dr. Teresa A. Smith, Dean of Academic Affairs, Dr. David Edwards, Executive Vice President of Academic and Student Affairs and Student Services, and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to **Aviso Coaching, LLC dba Aviso Retention (#FY22BEDC-14)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271,s.2 in the anticipated contract amount of **\$160,500.00** with terms commencing on **December 8, 2021 through November 30, 2023**; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #528150-62200 for Year 1, Year 2 is contingent upon the approval of funds; 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) and contains an appropriate cancellation clause. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby **AWARDED** to **Aviso Coaching, LLC dba Aviso Retention (#FY22BEDC-14)** to provide the College with Student Retention Software in the anticipated amount of **\$160,500.00** with terms commencing on **December 8, 2021 through November 30, 2023**; 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 contract to **Aviso Coaching, LLC dba Aviso Retention** for Student Retention Software in the anticipated amount of **\$160,500.00** during the period of **December 8, 2021 through November 30, 2023**. 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.

December 7, 2021

RESOLUTION NO. FY2022-93

**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, UNUM Provident Corp. 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. Camden County 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. There are approximately 58 full time non-affiliated employees; 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 Provident Corp., 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, it is the recommendation of Kathleen Kane, Executive Director for Human Resources, Crystal Killebrew, Assistant Director for Human Resources, Maris Kukainis, Executive Director for Financial Administrative Services and Melissa Manera, Manager of Purchasing to recommend the award of a non-fair contract (**#FY22BEDC-15**) to UNUM Provident Corp. pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271,s.2 in the anticipated contract amount of \$24,500.00 with terms commencing on January 1, 2022 through December 31, 2023; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #109000-21780 & #109000-21670 for Year 1. Funding for Year 2 is subject to the availability of funding. This also 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 the prohibition against making contributions in excess of the 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 **UNUM Provident Corp (#FY22BEDC-15)** to provide the College with long term care insurance for eligible non-affiliated employees in the anticipated amount of **\$24,500.00** for a term commencing on **January 1, 2022** through **December 31, 2023**; and

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RESOLUTION NO. FY2022-93

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 non-fair and open contract to UNUM Provident Corp. to provide the College with long term care insurance for eligible non-affiliated employees in the anticipated amount of \$24,500.00 with terms commencing on January 1, 2022 through December 31, 2023. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-94

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO HARTFORD LIFE, INC. FOR VOLUNTARY SUPPLEMENTAL EMPLOYEE LONG-TERM DISABILITY (LTD) BENEFITS

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 contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding and the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 (11); and

WHEREAS, Hartford Life, Inc. has provided long term disability benefits for decades 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. The College facilitates employees choosing to participate in voluntary group contributory long term disability benefits (salary continuation for illnesses over six (6) months) for active employees. all costs for long term disability benefits are paid solely by the employee through payroll deduction and remitted by the College directly to the carrier for the coverage at issue and are voluntary paid only by active employees who elect coverage without cost to the College; and

WHEREAS, the Broker for LTD benefits, MGM Benefits Group, solicited a Request for Proposals for LTD insurance for all applicable employees and received five (5) proposals from Hartford Life, Inc. (current provider), MetLife, Mutual of Omaha, Reliance and SunLife prepared a detailed analysis of the proposals and submitted it to the College for review and evaluation. Hartford Life, Inc. was the only provider which met the College eligibility participation requirement; and

WHEREAS, it is the recommendation of Kathleen M. Kane, Executive Director for Human Resources, John Coles, Senior Account Representative, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to recommend the award of a non-fair contract for long term disability benefits to Hartford Life, Inc. in accordance with the terms of the aforesaid solicitation and award a non-fair and open contract pursuant to N.J.S.A. 19:44A-20.4, and P.L.2005,C.271,s.2; and; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified the availability of funding in account #109000-21661 and #109000-21779; and further acknowledges receipt of the Business Entity Disclosure Certificate, Political Contribution Disclosure Form and Determination of Value.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and hereby is awarded to **Hartford Life, Inc. (#FY22BEDC-16)** to provide voluntary supplemental employee long-term disability (LTD) benefits. Actual costs vary depending on number of employees who enroll and the amount of coverage selected, up to maximum annual salary. All costs are paid by the employee through payroll deduction and are currently **\$3,200 per month**, with terms commencing on or about **January 1, 2022** through **December 31, 2023**; and

RESOLUTION NO. FY2022-94

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

SUMMARY STATEMENT

This resolution awards a non-fair and open contract to **Hartford Life, Inc.** to provide the College with long term disability benefits for active employees who voluntarily elect the benefit and pay the associated premium. Actual costs vary depending on number of employees enrolled and the amount of coverage selected, up to maximum annual salary. All costs are paid by the employee through payroll deduction and are currently \$3,200 per month during the period of **January 1, 2022** through **December 31, 2023**. 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.

RESOLUTION NO. FY2022-95

**RESOLUTION AWARDING A CONTRACT TO A NON-PROFIT ENTITY RIDER
TRAINING OF NEW JERSEY**

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 County College Contracts Act, 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

WHEREAS, the College entered into a partnership with Rider Training of New Jersey to provide motorcycle safety training in late December 2005 and this vendor is a registered non-profit corporation. Courses must be approved by the Motorcycle Safety Foundation and the State of New Jersey in order to be conducted. Rider Training meets both of these standards. Rider Training has purchased 24 motorcycles and two portable trailers to house the motorcycles to train the students in Basic Rider Courses and Experienced Rider Courses. To date, they have served 13,623 students in basic and experienced classes. This one year contract is a rental revenue fee for the College based on a flat fee parking lot rental in the amount of \$19,055.96; and

WHEREAS, it is the recommendation of Kaina Hanna, Associate Dean of Workforce Training & Continuing Education; Margo Venable, Executive Director of School, Community and Workforce Training Programs; Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to recommend the award of a non-profit contract (**#FY22NP-18**) to Rider Training of New Jersey; and

WHEREAS, Helen Antonakakis, Executive Director for Finance & Planning has certified that revenue funds will be deposited in account #111347-62206; 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

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-profit contract (**#FY22NP-18**) be and is hereby **AWARDED** to **Rider Training of New Jersey** to provide the College with revenues based on the parking lot rental for motorcycle training in the amount of **\$19,055.96** with terms commencing **March 1, 2022** through **February 28, 2023**; and

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

SUMMARY STATEMENT

This resolution awards a non-profit revenue based contract to Rider Training of New Jersey to provide the College with motorcycle training, anticipating the revenue to the College to be in the amount of \$19,055.96 during the period of March 1, 2022 through February 28, 2023. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-96

RESOLUTION APPROVING CHANGE ORDER #3 TO SPIEZLE CONTRACT FOR ARCHITECTURAL DESIGN SERVICES FOR ALTERATIONS & RENOVATIONS TO CAMDEN TECHNOLOGY CENTER & COLLEGE HALL

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 participated in the County's solicitation that qualified a pool of Architects and Engineers with the County of Camden acting as the Lead Agency for procurement of licensed professional services for which the College may award contracts for professional services under N.J.S.A. 18A:64A-25.5(a) (1) and NJSA 18A:64A-25.10 and NJSA 40A:11-1 *et seq.*; and

WHEREAS, using that Pool the College by its agent requested a fixed Scope of Work and Fee proposals from six (6) qualified Architectural/ Engineering firms in that Pool under the College's Proposal #FY21CSSW-43 for Architectural & Engineering Design Services For Alterations and Renovations to Camden Technology Center and College Hall for Camden County College, and three (3) submissions were submitted and **Spiezle Architectural Group's** proposal was chosen as most advantageous to the College proposal and this Board awarded the contract to Spiezle on March 2, 2021 with pricing equaled a total of \$54,550.00 from the proposed \$36,750.00 for Project One (Science Laboratory Renovations) and \$17,800.00 for Project Two (Clinical Labs) as well as hourly rates to renovate and improve additional unspecified Camden projects; and

WHEREAS, this Board approved a Change Order #1 for the Additional design work of an additional \$60,000.00 for Master Plan Development, additional third science lab, Design for Signage and interior Finish Design on September 14, 2021 (FY2022-34) and Change Order #2 for additional engineering, bidding and construction work for the Camden campus with a second clinical lab and a new One Stop Center lab costing \$70,500.00 on October 5, 2021 (FY2022-53); and

WHEREAS, the College has prioritized and identified the needs for significant engineering, bidding and construction work to be completed for the Camden campus associated with Cosmetology Program Go Bond Application Support and Preliminary Design and Camden Technology Center and Camden College Hall Renovations and College Hall Roof Replacement ; and

WHEREAS, it is the recommendation of John Bond, Camden County Improvement Authority, Harry Collins, Camden County Improvement Authority, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to amend the contract to include the above items as the Change Order #3 to as identified above for the Architectural & Engineering Design Services For Alterations and Renovations to the Camden Technology Center and College Hall project in the estimated amount of **\$56,700.00** for a new anticipated aggregate total cost of \$241,750.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in accounts #9150683-300170 and #9130683-300170.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned Change Orders are approved to **County Shared Scope of Work #FY21CSSW-43**

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for **Architectural & Engineering Design Services For Alterations and Renovations to Camden Technology Center and College Hall for Camden County College** and payment for said work and is hereby authorized according to the terms of contract and in due course thereof to **Spiezle Architectural Group** in the anticipated contract amount of **\$241,750.00.00** to include the necessary change order in the amount of an additional **\$56,700.00**; and

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

SUMMARY STATEMENT

This resolution approves the change orders approved and recommended by the project leaders to the awarded contract as noted to the respectively listed bidder, **Spiezle Architectural Group** for an additional **\$56,700.00** above the current approved amount which when included brings the anticipated current aggregate total to **\$241,750.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

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RESOLUTION NO. FY2022-97

RESOLUTION AWARDING A CONTRACT FOR ARCHITECTURE/ENGINEERING DESIGN SERVICES FOR ALTERATIONS & RENOVATIONS TO POLK HALL ASSOCIATED WITH NEW NURSING SIMULATION FACILITY (BLACKWOOD CAMPUS) & ADDITIONAL SPECIFIED DESIGN SERVICES FOR CCC IN BLACKWOOD, CHERRY HILL (ROHRER CENTER) & RETC SITES

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-25.5 (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 Commissioners (County) are permitted to enter into agreements by qualifying professionals under NJSA 40A:11-1 *et seq.*, and specifically 40A:11-5 exempts such professional services from bidding; and the County College is specifically authorized to participate in purchasing with the County government pursuant to NJSA 40A:11-1 *et seq* and NJSA 18A: 64A-25.10 and 25.11; and

WHEREAS, the Camden County Commissioners acted on behalf of the College engaged in the fair and open process of contract awards for Professional Services for both the County and the College with the College as a named entity, along with the other related County governmental entities, and the College pursuant to NJSA 18A:64A-25.10 and 25.11 for the purpose of establishing a pool of qualified Architectural and Engineering firms for the period of time involved, and including regarding representations as to eligibility and ineligibility to contract with governmental entities based on political contributions pursuant to the statute NJSA 19:44a-20.1 *et seq.*, Chapters 51 and 271; and

WHEREAS, the County Commissioners by Resolution specifically adopted and authorized said qualified pool of professionals, and specifically authorizing the College to enter into professional contracts to secure the services of any of the pre-qualified 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, using that Qualified Pool, the College by its agent requested a fixed Scope of Work and Fee proposals from six (6) of those qualified Architectural/ Engineering firms under the College's Proposal #FY22CSSW-45 for Architectural & Engineering Design Services for Alterations & Renovations to Polk Hall Associated with New Nursing Simulation Facility (Blackwood Campus) & Additional Services and five (5) submissions were submitted (with one (1) no bid response). These proposals were opened on November 10, 2021 and Spiezle Architectural Group's design proposal for the project was chosen as "most advantageous to the College" which was responsive to the Request; and

WHEREAS, it is the recommendation of both the Camden County Improvement Authority and College Scope of Work committee members, namely; John Bond, Camden County Improvement Authority; Harry Collins, Camden County Improvement Authority; Fathia Richardson, Director of Nursing Programs, John Steiner, Dean of Math, Science & Health

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Careers, Melissa Manera, Manager of Purchasing, Jack Lipsett, Director for Financial Administrative Services, Acting and Maris Kukainis, Executive Director of Financial Administrative Services, to award the qualifying responsible proposal from Spiezle Architectural Group; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding for these services exists in account number #164690-61206.

THEREFORE, BE IT RESOLVED by the Board of Trustees that the County's process utilized to qualify this Pool is hereby deemed to have been a Fair and Open process; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that this is AWARDED to Spiezle Architectural Group and the College's designated contracting agents are hereby authorized to contract for the aforementioned **Scope of Work and Fee Proposal #FY22CSSW-44 for Architectural & Engineering Design Services For Alterations & Renovations to Polk Hall Associated with New Nursing Simulation Facility (Blackwood Campus) & Additional Services on an as-needed basis for CCC in Blackwood, Cherry Hill (Rohrer Center) & RETC Sites** to them in the anticipated proposal amount of a total anticipated aggregate amount of **\$84,900.00 for Part A (representing a fee of \$14,950 for Go Bond application support) & Part B (representing a fee of \$69,950 for bid construction management only in the event that the Go Bond application is successful)** with such services as determined are needed of them and with additional services at hourly rates as identified in the proposal for the length of the project; 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; and

SUMMARY STATEMENT

This resolution awards the referenced professional services contract for Architect and Engineering Services to **Spiezle Architectural Group** for the **Architectural & Engineering Design Services For Alterations & Renovations to Polk Hall Associated with New Nursing Simulation Facility (Blackwood Campus) & Additional Services on an as-needed basis for CCC in Blackwood, Cherry Hill (Rohrer Center) & RETC Sites** for these services are as needed in the anticipated amount of **\$84,900.00 for Part A (representing a fee of \$14,950 for Go Bond application support) & Part B (representing a fee of \$69,950 for bid construction management only in the event that the Go Bond application is successful)** with additional services at hourly rates as identified in the proposal. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-97

**RESOLUTION AWARDING A CONTRACT FOR ARCHITECTURE/ENGINEERING
DESIGN SERVICES FOR ALTERATIONS & RENOVATIONS TO POLK HALL
ASSOCIATED WITH NEW NURSING SIMULATION FACILITY (BLACKWOOD
CAMPUS) & ADDITIONAL SERVICES ON AN AS-NEEDED BASIS FOR CCC IN
BLACKWOOD, CHERRY HILL (ROHRER CENTER) & RETC SITES
#FY22CSSW-45**

Firms	Scope of Work Proposal Cost
Anchor Point Architecture Audubon, NJ	Part A: \$28,950.00 Part B: \$29,100.00 Total: \$58,050.00 Various Hourly Rates Submitted
Bach Associates Haddon Heights, NJ	Part A: \$11,432.00 Part B: \$73,083.00 Total: \$84,515.00 Various Hourly Rates Submitted
Becica Associates, LLC Cherry Hill, NJ	Part A: \$132,100.00 Part B: \$55,000.00 Total: \$187,100.00 Various Hourly Rates Submitted
Radey Associates Architects Cherry Hill, NJ	Part A: \$8,500.00 Part B: \$40,250.00 Total: \$48,750.00 Various Hourly Rates Submitted
Spiezle Architectural Group Camden, NJ	Part A: \$14,950.00 Part B: \$69,950.00 Total: \$84,900.00 Various Hourly Rates Submitted

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RESOLUTION NO. FY2022-98

**RESOLUTION AWARDING CONTRACT FOR FURNISHING AND DELIVERING OF
SODIUM CHLORIDE AND PRETREATED LIQUID ENHANCED SODIUM CHORIDE
THROUGH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM**

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

WHEREAS, the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) with the Camden County Board of Commissioners (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 publicly advertised Bid #B-14/2020 in September, 2020 for the furnishing and delivering of sodium chloride and pretreated liquid enhanced sodium chloride as described in that bid. The County awarded the optional second year on October 21, 2021 and the College seeks to utilize that optional second year with Atlantic Salt, Inc. as well; and

WHEREAS, it is the recommendation of Patrick Shuttleworth, Camden County Improvement Authority; Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to exercise that option for a second-year renewal contract for furnishing and delivering of sodium chloride and pretreated liquid enhanced sodium chloride from Atlantic Salt, Inc.; and

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

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES determines to procure such a contract which is hereby **AWARDED** to **Atlantic Salt, Inc.** for the procurement of furnishing and delivering of sodium chloride and pretreated liquid enhanced sodium chloride through the Camden County Cooperative Pricing System – Identifier #57- CCCPS contract identified above in the anticipated amount of **\$48.85 per ton for Item No. 1, Sodium Chloride and \$62.85 per ton for Item No. 2, Pre-treated Liquid Enhanced Sodium Chloride** in the anticipated amount of \$45,000.00, but only as-needed basis for the second year; and

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

SUMMARY STATEMENT

This Resolution exercises the optional second year renewal contract to furnish and deliver sodium chloride and pretreated liquid enhanced sodium chloride from Atlantic Salt, Inc. in an anticipated amount of \$45,000.00, but only as needed through the County Cooperative Pricing System pricing under its – Identifier #57– CCCPS under Bid #B-14/2020. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

December 7, 2021

RESOLUTION NO. FY2022-99

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
ROLL GATE AND GARAGE DOOR REPAIRS, MAINTENANCE AND SERVICE**

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 **Roll Gate and Garage Doors Repairs, Maintenance and Service**, Bid #FY22ITB-15, was received and is attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager/Title II Coordinator, Melissa Manera, Manager of Purchasing, and Maris Kukainis, Executive Director of Financial Administrative Services, to award the contract as identified on the attached Bid Response 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 accounts #164687-61425, #164259-61425, #164697-61425 and #164707-61425.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY22ITB-15** for **Roll Gate and Garage Door Repairs, Maintenance and Service** be and is hereby **AWARDED** to **GMH Associates of America, Inc.** in the anticipated contract amount of **\$20,000.00 on an as-needed basis** with the terms commencing on **March 1, 2022** through **February 29, 2024** pursuant to the terms and conditions for the bid; and

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

SUMMARY STATEMENT

This resolution awards the bid contract to **GMH Associates of America, Inc.** for roll gate and garage door repairs, maintenance and service as required on an as-needed basis in the anticipated amount of \$20,000.00 during the period of March 1, 2022 through February 29, 2024. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-99

Bid Responses
for
Roll Gate and Garage Door Repairs, Maintenance and Service
(Bid #FY22ITB-15)

GMH Associates of America, Inc. Trenton, NJ		
	Year 1 Cost	Year 2 Cost
Blackwood Preventative Maintenance		
Otto R. Mauke Community Center	\$540.00	\$594.00
Truman Hall	\$228.00	\$250.80
Lincoln Hall	\$105.60	\$116.16
Physical Plant	\$126.00	\$138.60
Gabriel E. Danch CIM Center	\$228.00	\$250.96
Kevin G. Halpern Hall for Science & Health Education	\$162.00	\$178.20
Total	\$1,389.60	\$1,528.56

Camden Preventative Maintenance		
College Hall	\$126.00	\$138.60
Parking Garage	\$270.00	\$297.00
Camden Technology Center	\$126.00	\$138.60
Sixth Street Trash Compactor	\$126.00	\$138.60
Total	\$648.00	\$712.80

Cherry Hill Preventative Maintenance		
William G Rohrer Center	\$228.00	\$250.80
Total	\$228.00	\$250.80

RETC Preventative Maintenance		
CCC RETC	\$228.00	\$250.80
Fire Academy	\$144.00	\$158.40

December 7, 2021

RESOLUTION NO. FY2022-99

	GMH Associates of America, Inc. Trenton, NJ	
	Year 1 Cost	Year 2 Cost
Training Buildings	\$576.00	\$633.60
Total	\$948.00	\$1,042.80
Grand Total	\$3213.60	\$3534.96

Labor Rates		
Regular Day Shift Hourly Rate	\$189.65	\$199.13
3rd Shift Hourly Rate	\$284.48	\$298.70
Overtime Hourly Rate	\$284.48	\$298.70
Premium/Holiday	\$379.30	\$398.30
Emergency Call-in Hourly Rate	\$379.30	\$398.30
Mark-up on material	25%	25%

Welder/Ironworker		
Regular Day Shift Hourly Rate	\$189.65	\$199.13
3rd Shift Hourly Rate	\$284.48	\$298.70
Overtime Hourly Rate	\$284.48	\$298.70
Premium/Holiday Time Rate	\$379.30	\$398.30
Emergency Call-in Hourly Rate	\$379.30	\$398.30
Mark-up on material	25%	25%

Electrician		
Regular Day Shift Hourly Rate	\$189.65	\$199.13
3rd Shift Hourly Rate	\$284.48	\$298.70
Overtime Hourly Rate	\$284.48	\$298.70
Premium/Holiday Time Rate	\$379.30	\$398.30
Emergency Call-in Hourly Rate	\$379.30	\$398.30
Mark-up on material	25%	25%

RESOLUTION NO. FY2022-100

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
EVENTS TENT RENTAL AND INSTALLATION**

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 **Events Tent Rental and Installation**, Bid #FY22ITB-19, was received and the response is attached below under “Bid Response”; and

WHEREAS, the bid submission from Tents for Rent, LLC; Lititz, PA is rejected as an insufficient bid response for the alteration of the Non Collusion Affidavit – Exhibit F; and

WHEREAS, it is the recommendation of Michael Calabrese, Director of Facilities, Melissa Manera, Manager of Purchasing 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 that funding is available in account #137141-63103 for FY2022 and is subject to the availability of funds in FY2023.

NOW THEREFORE, BE IT RESOLVED by the College that the aforementioned **Bid #FY22ITB-19 for Events Tent Rental and Installation** be and is hereby **AWARDED** to **L & A Tent Rentals, Inc.** in the amount of **\$43,750.00** for FY2022 and **\$45,950.00** for FY2023 pursuant to the terms and conditions of this bid; and

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

SUMMARY STATEMENT

This resolution awards the bid contract for rental and installation of the tent for commencement in **May 2022 and May 2023** to **L & A Tent Rental Inc.** in the total two year contract amount of **\$89,700.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-100

Bid Response
for
Events Tent Rental and Installation
(Bid #FY22ITB-19)

Bidder	Year 1	Year 2	Total
L & A Tent Rental Inc Hamilton, NJ	\$43,750.00	\$45,950.00	\$89,700.00

December 7, 2021

RESOLUTION NO. FY2022-101

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR HVAC AND MECHANICAL SUPPLIES AND TOOLS

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 **HVAC and Mechanical Supplies**, Bid #FY22ITB-16, which were received and the responses are attached below under “Bid Responses”; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager/Title II Coordinator, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to award the contract as identified on the attached Bid Responses as set forth therein as being respectively the lowest responsible bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available on an as-needed basis in account #164687-62415 for Year 1; and Funds for Year 2 are subject to the availability of funding; and is so noted that any contract entered into shall reflect 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 #FY22ITB-16 for HVAC and Mechanical Supplies and Tools** be and is hereby AWARDED to **T&T Supply d/b/a Johnstone Supply** in the anticipated amount of **\$100,000.00 on an as-needed basis** with terms commencing on **March 1, 2022 through February 29, 2024** pursuant to the terms and conditions for the bid and rejects all other bids; and

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

SUMMARY STATEMENT

This resolution awards the bid contract to T & T Supply d/b/a Johnstone Supply. These items are required for HVAC mechanical supplies and tools on an as-needed basis during the period of March 1, 2022 through February 29, 2024 in the anticipated amount of \$100,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-101

Bid Responses
For
HVAC Mechanical Supplies and Tools
(Bid #FY22ITB-16)

CATEGORY	DESCRIPTION	T&T Supply d/b/a Johnstone Supply Cherry Hill, NJ
A	HVAC Equipment: Commercial, Manufactured Housing, Residential Unitary, Specialty	48% Discount
B	HVACR Parts: Air Conditioning and Refrigeration Components, Controls, OEM Parts	48% Discount
C	Hydronics and Plumbing: Equipment, Pumps and Parts, System Components, Valves and Controls	48% Discount
D	Motors: Blowers, Draft Inducers and Motor Accessories	48% Discount
E	Refrigeration: Compressors, Oils, Refrigerant, Refrigeration Equipment	48% Discount
F	Supplies: Air Distribution (grilles, sheet metal, etc.), Electrical Installation and Maintenance Supplies and General Installation and Maintenance Supplies	48% Discount
G	Testing: Test Instruments, Tools and Training	48% Discount
H	Thermostats and Accessories	48% Discount
I	Ventilation and Indoor Air Quality	48% Discount

RESOLUTION NO. FY2021-102

**RESOLUTION AWARDING CONTRACT FOR PURCHASE OF LOCKING HARDWARE
AND LOCKSMITH SUPPLIES FROM CAMDEN COUNTY COOPERATIVE PRICING
SYSTEM AWARD**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-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 on behalf of its participants; and

WHEREAS, CCCPS publicly advertised Bid #A-36/2021 and awarded it on October 14, 2021 for the procurement of Locking Hardware and Locksmith Supplies as described in that bid for a two (2) year contract; and the College seeks to utilize that contract awarded to Independent Hardware, Inc. and Accredited Lock and Door Co.; and

WHEREAS, it is the recommendation of Michael Calabrese, Building Operations Manager/Title II Coordinator, Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director for Financial Administrative Services, to procure Locking Hardware and Locksmith Supplies contract through the CCCPS contracts with Independent Hardware, Inc. and Accredited Lock and Door Hardware Co.; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funds are available in various operational accounts by Campus for each of the respective sites on an as-needed basis.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD a contract to **Independent Hardware, Inc. and Accredited Lock and Door Hardware Co.** to procure Locking Hardware and Locksmith Supplies through the Camden County Cooperative Pricing System – Identifier #57- CCCPS contract identified above for a two (2) year contract **in the anticipated amount of \$40,000.00** with terms commencing on **November 1, 2021 through October 31, 2023 on an as needed basis**; and

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

SUMMARY STATEMENT

This Resolution awards and authorizes the College to contract with Independent Hardware, Inc. and Accredited Lock and Door Hardware Co. to procure Locking Hardware and Locksmith Supplies contracts in the anticipated amount of \$40,000.00 through the County Cooperative Pricing System pricing under its – Identifier #57 – CCCPS under Bid #A-36/2021 for a two (2) year contract with terms commencing on November 1, 2021 through October 31, 2023 on an as needed basis. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

December 7, 2021

RESOLUTION NO. FY2022-103

RESOLUTION AWARDING CONTRACT FOR THE PROCUREMENT OF COPY PAPER, COMPUTER PAPER AND ENVELOPES FROM CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD

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

WHEREAS, the College Board of Trustees at Reorganization on November 3 again approved the use of the on Camden County Cooperative Pricing System (CCCPS) with the Camden County Commissioners (County) as the Lead Agency which has received the State of New Jersey approval from the Department of Community Affairs; and which the Board of the College had formally joined and whose membership had been approved years ago; and

WHEREAS, the Camden County Cooperative Pricing System, publicly advertised a Bid #A-37/2021 on September 15, 2021 and awarded on October 21, 2021 for the procurement of copy paper, computer paper and envelopes; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services, to award the six-month contract to procure copy, computer paper and envelopes through the CCCPS bid from WB Mason Co., Inc. for Items #1, #3, #4, #6 and #8; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding in account #156641-62105 and in various College accounts on an as-needed basis.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to procure a contract for copy paper, computer paper and envelopes through the Camden County Cooperative Pricing System – Identifier #57-CCCPS identified above pursuant to the aforementioned in an anticipated amount of an aggregate of **\$35,000.00 on an as-needed basis** with terms commencing on or about **November 1, 2021 to April 30, 2022**; 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 award a contract for an anticipated amount of \$35,000.00 to procure copy paper, computer paper and envelopes made by the CCCPS under its Identifier #57–CCCPS under Bid #A-37/2021 to WB Mason Co., Inc., with terms commencing on November 1, 2021 through April 30, 2022 for a term of six months. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

December 7, 2021

RESOLUTION NO. FY2022-104

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
AUTOMOTIVE LIFTS PERKINS 2022**

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 after publicly advertising for bids to purchase **Automotive Lifts – Perkins 2022**, Bid #FY22ITB-20, the College received the attached below “Bid Response”s; and

WHEREAS, the bid responses from Liftnow Automotive Equipment Group; Yorktown Heights, NY is rejected due to their substitute equipment’s overall width being too wide for the shop space; and

WHEREAS, it is the recommendation of Christopher Gallo, Director of Automotive Technology, Jeffrey Chapline, Automotive Technician, Melissa Manera, Manager of Purchasing 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 that can be utilized by the College ; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified 100% funding for FY2022 is contingent upon the approval of State of New Jersey funding for the Carl D. Perkins grant in account #516657-62206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY22ITB-20** for the **Automotive Lifts – Perkins 2022** be and is hereby **AWARDED** to **First Choice Automotive Parts and Equipment** for this contract in the amount of **\$27,600.00**; and

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

SUMMARY STATEMENT

This resolution approves the award for the purchase and installation of Automotive Lifts – Perkins 2022 to **First Choice Automotive Parts and Equipment** in the amount of **\$27,600.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-104

Bid Response
for
Automotive Lifts – Perkins FY2022
(Bid #FY22ITB-20)

Bidder	Total Bid
First Choice Automotive Parts and Equipment Hillsborough, NJ	\$27,600.00

December 7, 2021

RESOLUTION NO. FY2022-105

RESOLUTION AWARDING CONTRACT FOR MAINTENANCE AND REPAIR SERVICE FOR ELEVATORS, ESCALATORS AND DUMBWAITERS THROUGH 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.*

WHEREAS, the College Board of Trustees at Reorganization on November 3 again approved the use of the on Camden County Cooperative Pricing System (CCCPS) with the Camden County Commissioners (County) as the Lead Agency which has received the State of New Jersey approval from the Department of Community Affairs; and which the Board of Trustees of the College had formally joined and whose membership had been approved years ago; and

WHEREAS, CCCPS advertised Bid #A-33/2021 and on October 27, 2021 awarded the contract for maintenance and repair service for elevators, escalators and dumbwaiters for one year with an optional one year renewal. The College seeks to award the same one-year contract with the same terms including options in the College's favor and dependent on a subsequent CCCPS exercise of the options; and

WHEREAS, it is the recommendation of Melissa Manera, Manager of Purchasing and Maris Kukainis, Executive Director of Financial Administrative Services to award the maintenance and repair service of elevators, escalators and dumbwaiters to TEC Elevator, Inc. with those bid terms commencing January 1, 2022 to December 31, 2022 with an optional one-year renewal; and

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

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD the procurement of maintenance and repair service for elevators, escalators and dumbwaiters through the CCCPS – Identifier #57-CCCPS to **TEC Elevator, Inc.** on an as-needed basis in the anticipated amount of **\$100,000.00** with contract terms commencing on **January 1, 2022** through **December 31, 2022** with an optional one-year renewal; 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 maintenance and repair service for elevators, escalators and dumbwaiters through the CCCPS – Identifier #57 Bid #A-33/2021 to **TEC Elevator, Inc.** from January 1, 2022 through December 31, 2022 with an optional one-year renewal in the anticipated amount of **\$100,000.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

December 7, 2021

RESOLUTION NO. FY2022-106

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BID FOR
REPLACEMENT OF CHILER AT WOLVERTON LIBRARY AT CAMDEN
COUNTY COLLEGE**

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 in accordance therewith publicly advertised bids were sought for a **Replacement of Chiller at Wolverton Library at Camden County College**, under **Bid #FY22ITB-22**, for which were received the attached “Bid Responses”; and

WHEREAS, it is the recommendation of Travis Pummer, Project Manager, Radey Associates Architects, John Bond, Sr. Project Manager, Camden County Improvement Authority, Melissa Manera, Manager of Purchasing, Jack Lipsett, Director of Financial Administrative Services, 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 is available in accounts #9190313-500200, #9210633-500200, #9150573-500200 and #9130633-500200.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY22ITB-22** for the **Replacement of Chiller at Wolverton Library at Camden County College** be and is hereby **AWARDED** to **Gaudelli Brothers, Inc.**, in the amount of **\$471,000.00** which is inclusive of the Owner’s General Allowance of **\$50,000.00** pursuant to the terms and conditions advertised for the bid; and the Board hereby 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 Gaudelli Brothers, Inc. in the anticipated amount of \$471,000.00 which is inclusive of the Owner’s General Allowance of \$50,000.00 for the Replacement of Chiller at Wolverton Library at Camden County College. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2022-106

Bid Responses
For
Replacement of Chiller at Wolverton Library at Camden
County College
(Bid #FY22ITB-22)

Bidders:	Base Bid:	Owner's General Allowance:	Grand Total:
Dolan Mechanical, Inc. Sicklerville, NJ	\$441,000.00	\$50,000.00	\$491,000.00
Falasca Mechanical, Inc. Burlington, NJ	\$421,600.00	\$50,000.00	\$471,600.00
Gaudelli Brothers, Inc. Millville, NJ	\$421,000.00	\$50,000.00	\$471,000.00
G.B.I., Inc. T/A Thermal Piping Wrightstown, NJ	\$509,900.00	\$50,000.00	\$559,900.00
John C. Kohler, Co. Lansdale, PA	\$505,000.00	\$50,000.00	\$555,000.00
Kaser Mechanical, LLC Vineland, NJ	\$465,000.00	\$50,000.00	\$515,900.00
LGB Mechanical, Inc. West Berlin, NJ	\$430,000.00	\$50,000.00	\$480,000.00
McCloskey Mechanical Contractors, Inc. Blackwood, NJ	\$438,000.00	\$50,000.00	\$488,100.00
Surety Mechanical Services of NJ, LLC Williamstown, NJ	\$456,700.00	\$50,000.00	\$506,700.00

December 7, 2021

RESOLUTION NO. FY2022-107

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.

RESOLUTION NO. FY2022-107-1

PERSONNEL RECOMMENDATIONS

New Hires

Samantha Brewer

Associate Registrar
Records and Registration
Effective December 13, 2021

Kalanni Plaza

EOF Navigator/Recruiter, part-time
Educational Opportunity Fund (EOF)
Effective December 13, 2021

Miranda Powell

Coordinator
Visual, Performing and Media Arts
Effective December 13, 2021

Ella Roberts

Chief of Public Safety – Camden & Cherry Hill, Acting
Public Safety
Effective December 13, 2021

Janine Spittle

Enrollment Services Associate, part-time
Registration Services
Effective December 13, 2021

Reassignments/Transfers

Johana Abril

From Administrative Associate, Acting
To Administrative Associate
Gateway to College
Effective December 13, 2021

Erica Branin

From Web Specialist, part-time, Acting
To Web Specialist, part-time
Communications & Development
Effective December 13, 2021

Samantha Jones

From Temporary part-time Taft Hall Welcome Desk
To Full-time Enrollment Services Associate
Student Affairs
Effective December 13, 2021

Shani Johnson

From Program Manager-Community Work Experience Program, Acting
To Program Manager-Community Work Experience Program
Adult Basic Skills
Effective December 13, 2021

Promotion

Glenn Wyatt

From Network Administrator
To Senior Network Engineer, Acting
Office of Information Technology
Effective December 13, 2021

RESOLUTION NO. FY2022-107-1

Salary Change

Todd Bender

IT Technician
Office of Information Technology
Effective November 8, 2021

Separation

Louis Koble

Senior Network Engineer
Office of Information Technology
Effective December 7, 2021

Leaves

Arlene Barker

B Secretary
Liberal Arts & Professional Studies
Effective September 25, 2021 – September 24, 2022

Mary Bohnert

Public Safety Officer
Public Safety
Effective October 26, 2021 – October 25, 2022

Ivis Johnson

B Secretary
Liberal Arts & Professional Studies
Effective November 8, 2021 – December 21, 2021

Veneka Pussewela

Lab Technician
Testing Center
Effective November 3, 2021 – March 7, 2022

Roxane Terranova

Assistant Professor II
Dental Programs
Effective November 22, 2021 – January 30, 2022

Jayne Unger

Federal Work Study & Special Projects Coordinator
Financial Aid
Effective December 6, 2021 – February 28, 2022

Government Services Division

Reassignments/Transfers

Dennis Iocono

From Temporary part-time Government Services Officer
To Permanent Part-time Government Services Officer
Public Safety
Effective December 13, 2021

Darryl Lofland

From Temporary part-time Government Services Officer-LEO
To Permanent Part-time Government Services Officer-LEO
Public Safety
Effective December 13, 2021

RESOLUTION NO. FY2022-107-1

Irma Sanchez
From Temporary part-time Government Services Officer
To Permanent Part-time Government Services Officer
Public Safety
Effective December 13, 2021

Separations

Joshua Burgos
Government Services Officer
Public Safety
Effective November 12, 2021

Nicholas Ezzi
Government Services Officer
Public Safety
Effective December 31, 2021

Daniel Torres
Government Services Officer-LEO
Public Safety
Effective November 29, 2021

Leaves

Anthony Marllys
Government Services Officer – LEO
Public Safety
Effective November 3, 2021 – November 17, 2021

Clarence Rothmaller
Government Services Officer
Public Safety
Effective November 14, 2021 – December 28, 2021

RESOLUTION NO. FY2022-107-2**Credentials Summary**

Samantha Brewer	<p>M.Ed., Pennsylvania State University B.A., Rowan University A.A., Cumberland County College</p> <p>Ms. Brewer was employed by Salem Community College as an Institutional Analyst. She was also employed by Cumberland County College as an Institutional Research Analyst.</p>
Kalanni Plaza	<p>B.A., Stockton University</p> <p>Ms. Plaza is employed by Bath and Body Works as a Key Holder.</p>
Miranda Powell	<p>B.A., Rutgers University A.A., Rowan College at Burlington County</p> <p>Ms. Powell was employed by Rutgers-Camden Center for the Arts as an Arts Education & Community Arts Program Coordinator.</p>
Ella Roberts	<p>A.S., Camden County College</p> <p>Ms. Roberts was employed by the Camden County Police Department as a Lieutenant.</p>
Janine Spittle	<p>M.A., Escuela Contemporanea de Humanidades, Spain B.A., Hunter College</p> <p>Ms. Spittle was employed by Reed Memorial Library as a Watercolor Art Instructor and Library Clerk. She was also employed by the Department of Veterans Affairs as a Bilingual Veterans Service Representative.</p>