

**Public Hearing on the Camden County College's Tuition and Fee Schedule  
(effective for the summer 2024 semester)**

John T. Hanson, Chair, called the February 6, 2024 public hearing on Camden County College's Tuition and Fee Schedule to order at 7:00 PM in Room #150B, Regional Emergency Training Center, 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 public hearing had been published via advertisement in the *Courier Post* on January 26, 2024.

**Board Members Present:** Annette Castiglione, Tiara Clyde (Zoom), Susan R. Croll (Zoom), John T. Hanson, Anthony J. Maressa (Zoom), S. Jay Mirmanesh, Carmen Rodriguez, Jessica Stewart (Zoom), Helen Troxell, Judith Ward (Zoom), and Brett Wiltsey (Zoom).

**Board Members Absent:** None.

**Also Present:** Helen Antonakakis, Executive Director of Finance and Planning; Fred Caltabiano (Bowman and Company); Jennifer Craig, Administrative Assistant, Office of the President; Anne Daly-Eimer, Executive Dean of Student Affairs/Title IX Coordinator; Robert Doyle, Acting Executive Director of Public Safety, Police Academy and RETC; David Edwards, Executive Vice President for Academic Affairs (Zoom); Diane Fauser, Executive Director, Accounting Services; Wendy Henson, Desktop Manager, OIT; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, Technician, ISD; Barbara Lazzarro (New Jersey Transit); Karl McConnell, General Counsel; Zaida Nogue, Billing Administrator/Veterans Advisor; RJ Palladino (New Jersey Transit); Jack Post, Chief Information Officer; Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, Office of the President; Ronald Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Ms. Antonakakis presented revisions to Schedule A of Board Policy #427 – Credit Tuition and Fees which include:

- ❖ Tuition Increase of \$15 per hour
  - Camden County Resident from \$115 to \$130 per credit
  - Out of County Resident from \$119 to \$134 per credit
  - Out of State Resident from \$119 to \$134 per credit
- ❖ Changes in various fees for the CCC Nursing Program

**Public Testimony**

None.

**Adjournment**

**Motion** made by Ms. Castiglione and seconded by Ms. Troxell to adjourn the public hearing.  
The public hearing ended at 7:03 PM.

Respectfully Submitted,

Anthony J. Maressa, Secretary

/lr

John T. Hanson, Chair, called the **February 6, 2024** regular meeting of the Board of Trustees of Camden County College to order at 7:03 PM in Room #150B, Regional Emergency Training Center, 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 provided via correspondence transmitted to the *Courier Post* and the *Retrospect* on November 9, 2023. A copy had also been filed with the Clerk of the County of Camden.

**Board Members Present:** Annette Castiglione, Tiara Clyde (Zoom), Susan R. Croll (Zoom), John T. Hanson, Anthony J. Maressa (Zoom), S. Jay Mirmanesh, Carmen Rodriguez, Jessica Stewart (Zoom), Helen Troxell, Judith Ward (Zoom), and Brett Wiltsey (Zoom).

**Board Members Absent:** None.

**Also Present:** Helen Antonakakis, Executive Director of Finance and Planning; Fred Caltabiano (Bowman and Company); Jennifer Craig, Administrative Assistant, Office of the President; Anne Daly-Eimer, Executive Dean of Student Affairs/Title IX Coordinator; Robert Doyle, Acting Executive Director of Public Safety, Police Academy and RETC; David Edwards, Executive Vice President for Academic Affairs (Zoom); Diane Fauser, Executive Director, Accounting Services; Wendy Henson, Desktop Manager, OIT; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, Technician, ISD; Barbara Lazzarro (New Jersey Transit); Karl McConnell, General Counsel; Zaida Nogue, Billing Administrator/Veterans Advisor; RJ Palladino (New Jersey Transit); Jack Post, Chief Information Officer; Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, Office of the President; Ronald Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

### ***Minutes of Meetings***

**Motion** made by Dr. Mirmanesh and seconded by Ms. Castiglione accepting the minutes of the January 2, 2024 regular meeting as presented. **Motion** carried unanimously.

### ***Public Comment***

None.

### ***South Jersey Bus Rapid Transit System***

Mr. Palladino provided a presentation detailing plans for a NJ Transit South Jersey Bus Rapid Transit System which will be designed to provide fast and reliable transportation service from communities in Camden and Gloucester Counties to downtown Camden and Philadelphia. Mr.

Palladino noted that the project plans include a proposed Park and Ride to be located on College Drive in Blackwood.

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

Dr. Pugh Bassett presented highlights from her monthly report as included below:

#### **Celebrations**

- Even though the weather changed our plans for opening day, the Spring Semester got off to a great start for our students. To make up for the snow day, our Opening Day Convocation presenters recorded their updates and a video was shared with the College Community.
- For the second year in a row, Teaching Administrator David Downham, alongside his colleague, CCC Alumnus Matthew Weber '08, have contributed to a Grammy nominated project. "Adam Blackstone Legacy: The Instrumental Jawn" is up for Best Instrumental Jazz Album.
- On January 12, students, faculty, and staff participated in our annual Dr. Martin Luther King, Jr. Day of Service project assembling bagged lunches that were distributed by Cathedral Kitchen in Camden.
- Two members of the Women's Basketball team were selected as D3 GSAC Player of the Week in January. Congratulations to Chloe Crago and Kayla Franklin!

#### **Recruitment**

- As the mental health and wellness of our student body continues to be one of our top priorities, we are pleased to announce the availability of Uwill offering free immediate access to therapy. Students may schedule teletherapy, direct crisis communication and wellness programming, and will be able to choose a therapist based on their preferences including availability, issue, gender, language, and ethnicity.

#### **Retention and Reclamation**

- A documentary crew from Jacksonville State University is on campus this week to interview Back on Track student Korey Hagamin and other members of our College Community. As I reported previously, Korey is being featured in the Institute for Higher Education Policy's College Comebacks project.

#### **Realization**

- Congratulations to Rafael Fernandez and Nalee Pon, electromechanical technicians promoted from trainees to Industrial Maintenance Mechanics, who received their U.S.

Department of Labor Journeyman Apprenticeship Certificates at Disc Makers. Mr. Fernandez and Mr. Pon completed 3,000 hours of on the job training and online academic Related Technical Training from the College. This apprenticeship program was sponsored by the New Jersey Community College Consortium for Workforce & Economic Development.

### Upcoming Events

- February 1 through May 20 – The Negro League Baseball Exhibit is open from 8:30 a.m. to 4:30 Monday to Friday at the Rohrer Center. The “A League Apart” exhibition showcases the importance of breaking barriers through the stories of the Philadelphia Negro Leagues and their ongoing legacy. Using photos, artifacts and stories from the past, A League Apart focuses on the players who stepped up to the plate to change the biases and traditions of baseball.
- February 16 - We will dedicate the next POW/MIA chair at the Rohrer Center at 3:00 p.m. The POW/MIA chair is left intentionally empty to serve as a reminder of the service members who are unable to be with us. Previous Chairs have been installed in Blackwood and Camden.
- February 20 – The Center presents the next Lunch and Learn with CCC Alumni and historic reenactor, Keith Henley ‘08 who will be portraying Matthew Henson, an African American explorer who is acknowledged as the first man to reach the North Pole. Join us at 12:30 p.m. in the Cafeteria on the Blackwood Campus.

### *Grants, Contracts & Gifts*

**Resolution #125** – Mr. Wiltsey presented this resolution authorizing acceptance of funds in the amount of \$300,000 from the New Jersey Department of Labor and Workforce Development for the NJBUILD 2024 Women and Minorities in Construction Trades Program – Round 1 Grant for a period of January 1, 2024 to June 30, 2025.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-125 (see attachment **5277A**). **Motion** carried unanimously.

**Resolution #126** – Mr. Wiltsey presented this resolution authorizing acceptance of funds in the amount of \$150,222 from the New Jersey Office of the Secretary of Higher Education to continue its County College-Based Centers for Adult Transition Grant through June 30, 2024.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-126 (see attachment **5277B**). **Motion** carried unanimously.

**Resolution #127** – Mr. Wiltsey presented this resolution authorizing the College to accept the Law Enforcement Officers Training and Equipment Fund sub-award grant administered by the NJ Department of Law and Public Safety for a total of \$42,356 for state fiscal year July 1, 2023 through June 30, 2024.

**Motion** made by Mr. Hanson and seconded by Ms. Rodriguez approving Resolution FY2024-127 (see attachment **5277C**). **Motion** carried unanimously.

*Policy Committee*

**Resolution #128** – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 333: Equal Employment Opportunity and Non-Discrimination.

**Motion** made by Dr. Mirmanesh and seconded by Ms. Rodriguez approving Resolution FY2024-128 (see attachment **5277D**). **Motion** carried unanimously.

**Resolution #129** – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 510: Establishing Standards for Granting Degrees and Certificates.

**Motion** made by Ms. Castiglione and seconded by Ms. Troxell approving Resolution FY2024-129 (see attachment **5277E**). **Motion** carried unanimously.

Mr. Hanson noted that the Policy Committee also reviewed and discussed revisions to Board Policy #427: Credit Tuition and Fees which will be brought for action under the Business Affairs Committee report.

*Academic and Student Affairs Committee*

Mr. Hanson noted that the Academic and Student Affairs Committee did not meet during the month of January; therefore, there was nothing to report from this committee at this time.

*Business Affairs, Audit and Campus Development Committee*

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

**Resolution #130** – Mr. Wiltsey presented this resolution accepting the FY2023 audit as prepared by Bowman & Company and authorizing its filing. Mr. Wiltsey noted that staff from Bowman & Company provided a comprehensive presentation on the audit at the January Business Affairs Committee meeting.

**Motion** made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-130 (see attachment **5277F**). **Motion** carried unanimously.

**Resolution #131** – Mr. Wiltsey presented this resolution which makes a finding by the Board of an emergency, and thereby setting the stage for authorizing variations from the normal advertisement and bidding criteria and justifying immediate action regarding the containment of the roof and dangers posed by the damage to Adams Hall, any necessary actions to preserve College personnel and property and all action necessary for the demolition determined to preserve safety.

**Motion** made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-131 (see attachment **5277G**). **Motion** carried unanimously.

**Resolution #132**– Mr. Wiltsey presented this resolution amending Board Policy #427, Schedule A – the updating of tuition and fees effective as of summer 2024, as presented during tonight’s public hearing.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-132 (see attachment **5277H**). **Motion** carried unanimously.

**Resolution #133**– Mr. Wiltsey presented this resolution awarding a two-year non-fair and open contract to Watermark Insights, LLC for student retention software and professional consulting services in the anticipated amount of \$51,175.80 during the period of March 1, 2024 through February 28, 2025.

**Motion** made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-133 (see attachment **5277I**). **Motion** carried unanimously.

**Resolution #134**– Mr. Wiltsey presented this resolution authorizing the College to continue the existing Facility Use Agreement with the American Red Cross, NJ Region for disaster relief shelter in accordance with the terms to be established by staff in connection with disaster relief activities of the County Office of Emergency Management.

**Motion** made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-134 (see attachment **5277J**). **Motion** carried unanimously.

**Resolution #135**– Mr. Wiltsey presented this resolution authorizing an agreement with Weichert Real Estate School for the delivery of the 75-hour New Jersey Pre-licensing Real Estate Sales Courses for the period of January 1, 2024 through December 31, 2024.

**Motion** made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-135 (see attachment **5277K**). **Motion** carried unanimously.

***Quarterly Financial Report***

**Resolution #136** – Mr. Wiltsey presented this resolution authorizing the acceptance of the financial report for the fourth quarter of fiscal year 2023, ending June 30, 2023.

**Motion** made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-136 (see attachment **5277L**). **Motion** carried unanimously.

***Bid/Contract Recommendations***

Mr. Wiltsey presented the bid and contract recommendations consisting of **Resolution #'s FY2024-137 & 138**.

**Motion** made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution #'s FY2024-137 & 138 (see attachment **5277M**). **Motion** carried unanimously.

Mr. Wiltsey then presented Resolution #139 which required eight affirmative votes of the authorized membership of the Board.

**Motion** made by Mr. Hanson and seconded by Ms. Rodriguez approving Resolution FY2024-139 (see attachment **5277N**).

The following roll call vote was recorded:

**AYES:** Maressa, Castiglione, Croll, Troxell, Wiltsey, Ward, Stewart, Mirmanesh, Rodriguez, Hanson.

**NOES:** None.

**ABSTENTIONS:** None.

***Personnel***

Dr. Pugh-Bassett presented **Resolution FY2024-140**- Personnel Actions, dated February 6, 2024.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-140 (see attachment **5277O**). **Motion** carried unanimously.



***Old Business***

None.

***New Business***

Ms. Stewart noted that she, Mr. Maressa and Ms. Clyde are currently in Washington, D.C. participating in the annual Association of Community College Trustees' National Legislative Summit and that she would provide a brief report at next month's meeting. Ms. Stewart further noted the following upcoming events:

- Opening Reception for the "A League Apart" exhibition at the Rohrer Center on Wednesday, February 7 at 6:30 PM
- CCC Foundation Wine and Jazz Night on Friday, February 9 at 7:00 PM.

***Adjournment***

**Motion** to adjourn the meeting made by Dr. Mirmanesh and seconded by Ms. Castiglione.

**Motion** carried unanimously. The meeting adjourned at 7:43 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2024-125

**RESOLUTION AUTHORIZING THE AGREEMENT OF CAMDEN COUNTY COLLEGE WITH THE NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT FOR THE NEW JERSEY BUILDERS' UTILIZATION INITIATIVE FOR LABOR DIVERSITY (NJBUILD) 2024 WOMEN & MINORITIES IN CONSTRUCTION TRADES PROGRAM -- ROUND 1**

**WHEREAS**, N.J.S.A. 18A-64A-12 specifically grants the Board of Trustees the power to enter into such contracts consistent with the mission of the College; and

**WHEREAS**, the College has received notice of a grant award, namely: The New Jersey Builders' Utilization Initiative for Labor Diversity (NJBUILD) 2024 Women and Minorities in Construction Trades Program – Round 1 in the amount of \$300,000.00 for the period of January 1, 2024 to June 30, 2025; and

**WHEREAS**, the purpose of the Women and Minorities in Construction Trades Program is to provide greater employment and training opportunities for women and minority groups in the construction trades through pre-apprenticeship/pre-employment on-the-job training, workforce readiness, and structured work experience emphasizing vocational based training in the construction trades; and

**WHEREAS**, Camden County College, in partnership with local trade unions and local building and construction trade employers, will successfully train and place a minimum of 20 women and/or minority participants in building and construction trades occupations or other industry occupations with a starting wage of at least \$16 per hour; and

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

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts the NJ DOLWD NJ BUILD 2024 Women and Minorities in Construction Trades Program – Round 1 Grant in the amount of \$300,000.00; and

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

**SUMMARY STATEMENT**

This resolution authorizes acceptance of funds awarded to Camden County College from the New Jersey Department of Labor and Workforce Development in the amount of \$300,000.00 for the NJBUILD 2024 Women and Minorities in Construction Trades Program – Round 1 Grant for the period of January 1, 2024 to June 30, 2025.

February 6, 2024

RESOLUTION NO. FY2024-126

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ENTER INTO AN AGREEMENT WITH THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR FY 2024 CONTINUED GRANT FUNDING FOR COUNTY COLLEGE-BASED CENTERS FOR ADULT TRANSITION**

**WHEREAS** N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize contracts to further the mission of the College and to contract with N.J. State agencies; and

**WHEREAS** the College has been notified of a grant award from the New Jersey Office of the Secretary of Higher Education in the amount of **\$150,222.00** named the

**“FY2024 Continued Grant Funding for County College-Based Centers for Adult Transition”** and

**WHEREAS**, the purpose of the grant is to provide students (up to the age of 24) with developmental disabilities the support and resources necessary for successful transitions from secondary school to postsecondary education and adult employment, and to promote independent living by providing appropriate skills to be successful; and

**WHEREAS**, Camden County College will expend the funds provided to expand the Garden State Pathways Program with a non-academic, four-semester program focused on Daily Living Skills, Self Determination Skills, Interpersonal Skills, and Employment Skills. Funds will be used to reconfigure existing space to create a structured learning experience/job training center, and to hire a full-time Special Education and Inclusive Practices Instructor/Tutor; and

**WHEREAS**, Anne Daly-Eimer, Executive Dean of Student Affairs recommends Board approval.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts the FY 2024 Continued Grant Funding for County College-Based Centers for Adult Transition in the amount of \$150,222.00 from the New Jersey Office of the Secretary of Higher Education; and

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized to sign and execute such documents or other instruments as may be necessary and appropriate to accomplish the Board’s direction.

**SUMMARY STATEMENT**

This resolution authorizes acceptance of funds awarded to Camden County College from the New Jersey Office of the Secretary of Higher Education in the amount of \$150,222.00 to continue its County College-Based Centers for Adult Transition Grant for the time period of grant agreement execution through June 30, 2024.

February 6, 2024

RESOLUTION NO. FY2024-127

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE  
“SFY 24 LAW ENFORCEMENT OFFICERS TRAINING AND EQUIPMENT FUND”  
(LEOTEF) SUB-AWARD GRANT**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and N.J.S.A. 18A-64A-12 authorizes the Board to take any actions consistent with the mission of the College and sub-section (1) authorizes the Trustees to accept funds for the College; and

**WHEREAS**, the College owns and operates one of its divisions as the Camden County College Police Academy; and Camden County College has received notice of the “Law Enforcement Officers Training and Equipment Fund” (LEOTEF) sub-award administered by the New Jersey Department of Law and Public Safety, namely the:

“Law Enforcement Officers Training and Equipment Fund”

Subaward Number LEOTEF -03-24 for a total of **\$42,356.00** for the fiscal year July 1, 2023 – June 30, 2024; and

**WHEREAS**, the LEOTEF supports the development and provision of basic and in-service training courses for law enforcement officers and assists with the purchase of equipment to be used for training of law enforcement officers; and

**WHEREAS**, Helen Antonakakis, Executive Director, Finance and Planning, recommends Board approval to accept this award.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees that it hereby authorizes College staff to accept the “Law Enforcement Officers Training and Equipment Fund” sub-award grant administered by the New Jersey Department of Law and Public Safety for a total of \$42,356.00 for the state fiscal year 2023-2024; and

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

**SUMMARY STATEMENT**

This resolution authorizes Camden County College to accept the “Law Enforcement Officers Training and Equipment Fund” (LEOTEF) sub-award grant administered by the New Jersey Department of Law and Public Safety for a total of \$42,356.00 for state fiscal year 2023-2024.

February 6, 2024

RESOLUTION NO. FY2024-128

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 333:  
EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-12; and

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

**WHEREAS**, on June 3, 2016, the Board of Trustees revised and approved Policy 333 – Equal Employment Opportunity and Non-Discrimination; and

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

**WHEREAS**, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 333; and

**WHEREAS**, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 333 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 333: Equal Employment Opportunity and Non-Discrimination *as attached hereto*.

**SUMMARY STATEMENT**

This resolution approves the revised Board of Trustees Policy 333 – Equal Employment Opportunity and Non-Discrimination.

February 6, 2024

## POLICY REVIEW TEMPLATE

---

Policy Number: 333

Last policy update: 6/3/16

Executive Committee Review Date: 11/29/23

President Cabinet Review Date: 12/12/23

Legal Review(s): 11/28/23

### **Summary of existing policy.**

The Equal Employment Opportunity and Non-Discrimination policy provide fair and equitable treatment for employees and applicants with regard to employment opportunities, career advancement and access to training opportunities. The policy protects employees and job applicants against discrimination due to race, creed, color, national origin, nationality, ancestry, religion, age, sex including pregnancy, marital status, domestic partnership or civil union status, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for military service, mental or physical disability including Aids and HIV. The policy prohibits retaliation because an employee complained about discrimination or participated in an investigation regarding job discrimination. The policy includes applicable state and federal laws related to equal employment opportunity and non-discrimination.

### **Summary of proposed changes to policy.**

Language was added to the *Purpose* to include unfair treatment for the following categories: familial status, breastfeeding, perceived disability, job postings, interviews, salary and benefits.

Language regarding retaliation was re-worded for clarity under *Provisions*.

Language was updated under *Authority* to delete “Vice Presidents” in favor of the President, department heads and Office of Human Resources to ensure compliance of the policy.

### **Justification for proposed changes.**

Reviewed the NJ State website (nj.gov) for the most recent LAD law (NJ Law Against Discrimination) and the NJ Civil Service Commission for laws prohibiting discrimination.

\*Please attach the track changes document for review.

**How do proposed changes align with institutional commitments?**

The College will remain compliant with state and federal laws.

- Impact on student population(s) (if any). [Note: Utilizing the DEIA checklist will assist in determining impact]
- Outstanding issues for discussion/review (if any):

**Camden County College  
Board of Trustees Policy**

<b>Subject:  Equal Employment Opportunity and Non-Discrimination</b>	<b>Number</b>	<b>Page</b>	<b>Of</b>
	333	1	2
	<b>Date:</b> <del>June 3, 2016</del> <b>December 1, 2023</b>		
	<b>Supersedes:</b> January 6, 1998, October 23, 1990, <del>June 3, 2016</del>		
<b>Last Reviewed:</b> <del>April 6, 2020</del> <b>December 1, 2023</b>			

Formatted: Centered

Formatted: Normal, Centered, No widow/orphan control

Formatted: Font: 12 pt, Bold

Formatted: Left

Formatted: Centered

**PURPOSE**

Formatted: Font: Bold

Formatted: Font: Garamond, 12 pt, Bold

Camden County College shall offer equal employment opportunity to all persons without regard to race, creed, color, national origin, nationality, ancestry, religion, age, sex (including pregnancy and breastfeeding) ~~and sexual harassment~~, familial status, marital status, domestic partnership or civil union status, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for military service, ~~or~~ mental or physical disability (including perceived disability)\*, ~~including and AIDS\*~~ and HIV\* ~~illnesses~~ status \*note this language is only on the Civil Service page not NJ main page). In addition, the College will comply with applicable state and local laws governing nondiscrimination in employment. The College will take positive action to ensure fulfillment of this policy in all areas of employment including hiring, job postings, interviews, placement, promotion, transfer or demotion, recruitment, employment ads, ~~wage rates or other forms of~~ compensation including salary and benefits, ~~and~~ selection for training, layoff, ~~or and~~ termination.

**SCOPE**

This Policy of Non-Discrimination is designed to express the college's intent and commitment to comply with the requirements of state and federal non-discrimination laws as related to equal employment opportunity and non-discrimination, including but not limited to:

- Titles VI and VII of the Civil Rights Act of 1964
- Title IX of the Education Amendments of 1972
- Age Discrimination Act of 1975
- Age Discrimination in Employment Act of 1967
- New Jersey Equal Pay Act
- Title VIII of the Public Health Service Act
- Sections 503 and 504 of the Rehabilitation Act of 1973
- Section 402 of the Vietnam Era Veterans Readjustment Act of 1974
- Retirement Equity Act of 1984
- Pregnancy Discrimination Act
- American with Disabilities Act Amendments Act (ADAAA)
- Title II of the Genetic Information Non-Discrimination Act of 2008
- New Jersey Law against Discrimination



**Camden County College  
Board of Trustees Policy**

<b>Subject:</b>  <b>Equal Employment Opportunity and Non-Discrimination</b>	<b>Number</b>	333	<b>Page</b>	2	<b>Of</b>	2
	<b>Date:</b>	<del>June 3, 2016</del> <b>December 1, 2023</b>				
	<b>Supersedes:</b>	January 6, 1998, October 23, 1990, <del>June 3, 2016</del>				
	<b>Last Reviewed:</b>	<del>April 6, 2020</del> <b>December 1, 2023</b>				

Formatted: Centered

Formatted: Left

Formatted: Centered

**PROVISIONS**

- All employment advertising shall include the statement, “An Equal Opportunity Employer”.
- The College will cultivate communication channels with representatives of minority groups, civic, and community organizations.
- All decisions pertaining to employment, promotion, demotion, transfer, recruiting, layoff, terminations, training, and rates of pay of employees will be executed without regard to any of the above listed characteristics and as otherwise required by any applicable law.
- Any unlawful discrimination should be reported within 48 hours of the incident to the Office of Human Resources. Supervisors must report any violations of this policy to the Office of Human Resources.
- The College will investigate every violation promptly, thoroughly and fairly and will take disciplinary action when and where appropriate, up to and including termination of employment.
- ~~It shall be a violation of this policy for any employee to take negative action or conduct or to create or contribute to prohibited discrimination based on any prohibited condition or characteristic listed above. The College prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.~~
- It is the responsibility of every employee involved in any aspect of employment actions to be aware of their responsibility to ensure adherence to the College’s Equal Employment Opportunity/Non-Discrimination policy.

**AUTHORITY**

At the direction of the President it is the responsibility ~~of the Vice Presidents, executive of the~~ department heads, and the Office of Human Resources to ensure compliance of this policy.

RESOLUTION NO. FY2024-129

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 510:  
ESTABLISHING STANDARDS FOR GRANTING DEGREES AND CERTIFICATES**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-12; and

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

**WHEREAS**, on April 6, 2021 the Board approved revisions to Policy 510; and

**WHEREAS**, after legislative authorization to the State of New Jersey Administrative Code 9A; 1-2-3, authorizing reduction of General Education credits for the Associate in Arts (AA) degree from 45 to 33 minimum credits; and

**WHEREAS**, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 510; and

**WHEREAS**, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 510 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it approves revisions to Board Policy 510: Establishing Standards For Granting Degrees and Certificates *as attached hereto*.

**SUMMARY STATEMENT**

This resolution approves the revised Board of Trustees Policy 510 - Establishing Standards For Granting Degrees and Certificates.

## POLICY REVIEW TEMPLATE

---

Policy Number: \_\_ 510 \_\_\_\_\_

Last policy update: April 6, 2021

Executive Committee Review Date: \_ 12/7/23

President Cabinet Review Date: \_\_ 12/12/23

Legal Review(s): \_\_\_\_\_

### **Summary of existing policy.**

Policy #510 Establishes and maintains standards for granting degrees and certificates.

### **Summary of proposed changes to policy.**

Revises Policy #510 to reflect General Education Foundation requirements for Associate in Arts degree programs.

Page 3 of 6:

2. General Education for the associate degree shall include the following: [Table]

3.a For the associate in arts ...45→33 credits

Reformats Policy #510 generally to reflect new General Education Standards as per NJ Administrative Code 9A:1-2-3

### **Justification for proposed changes.**

Legislation (9A: 1-2-3) authorized General Education credit reduction for AA degrees statewide.

### **How do proposed changes align with institutional commitments?**

Reflects the Colleges authorization by the State of NJ to award associate degrees in arts and sciences, and to introduce and revise curriculum, as approved by the Board of Trustees and set forth in the College Catalog.

\*Please attach the track changes document for review.

- Impact on student population(s) (if any). [Note: Utilizing the DEIA checklist will assist in determining impact] **None**
- Outstanding issues for discussion/review (if any): **None**

\*Please attach the track changes document for review.

**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 1	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

Purpose: The College is authorized to award degrees of: associate in arts, associate in science, associate in fine arts, and associate in applied science, and to award certificates, certificates of achievement, and certificates of post-secondary studies to students who have successfully completed the curriculum requirements of approved programs as established by the Board of Trustees and set forth in the College Catalog. The curriculum requirements for awarding degrees and certificates shall conform to the standards established in this policy with recommendations from the faculty and in compliance with the guidelines set by the New Jersey Council of Community Colleges (NJCCC), the State of New Jersey (Administrative Code Title 9A, and the Middle States Commission on Higher Education (MSCHE).

Scope: All curriculum reflects and is in compliance with NJ Administrative Code, Title 9A.

Authority: ~~The Vice President of Academic Affairs holds responsibility for review and recommendation to the College President, Board of Trustees, and NJ President's Council for all new, revised and discontinued degree and certificate curriculum for all programs.~~

- A. The College is authorized to award degrees of associate in arts, associate in science, associate in fine arts, and associate in applied science, and to award certificates, certificates of achievement, and certificates of post-secondary studies to students who have successfully completed the curriculum requirements of approved programs as established by the Board of Trustees and set forth in the College Catalog. The curriculum requirements for awarding degrees and certificates shall conform to the standards established in this policy with recommendations from the faculty and in compliance with the guidelines set by the New Jersey Council of County Colleges (NJCCC), The State of New Jersey and the Middle States Commission on Higher Education.
  - 1. The associate in arts (A.A.) degree is to be awarded to those who successfully complete programs in the liberal arts that include a core of general education courses covering communication, mathematics, science, technology, social science, humanities, history and diversity; and pre-baccalaureate work in a specific discipline. These programs are designed for students who intend to transfer to complete a baccalaureate degree.
  - 2. The associate in science (A.S.) degree is to be awarded to those who successfully complete programs in the liberal arts that include a core of general education courses covering communication, mathematics, science, technology, social sciences, and the humanities; and pre-baccalaureate work in a specific discipline. These programs are designed for students who intend to transfer to complete a baccalaureate degree.

Formatted: Indent: Left: 0.15", Hanging: 0.51", No bullets or numbering

**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 2	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

3. The associate in applied science (A.A.S.) degree is to be awarded to those who successfully complete programs which emphasize preparation in the applied arts and sciences for careers and includes a core of general education courses in communication, mathematics, science, technology, social sciences, and the humanities. These programs are career oriented and are designed to prepare students for job entry upon the completion of the two-year program. Students may transfer to complete a baccalaureate degree based on the individual degree requirements of the receiving institution.
  
4. The associate in fine arts (A.F.A.) degree is to be awarded to those who successfully complete programs which emphasize studio art and a core of general education courses in communication, mathematics, science, technology; social sciences, and the humanities. These programs nurture a sense of artistic freedom and creativity while developing a strong sense of artistic discipline. These programs are designed for students who intend to transfer to complete a baccalaureate degree.
  
- B. The regular academic year shall fall within a ten-month period and shall include a minimum of 30 weeks or its equivalent in duration, of regularly scheduled student-faculty instructional activity, including final examination periods but excluding holidays and summer sessions.
  
- C. An associate degree program shall be a course of study which requires 60 credit hours, or the equivalent, except when required for licensure or accreditation by a recognized body.
  
- D. To complete a degree or academic certificate, students shall be required to demonstrate the basic skills of reading, writing and mathematics. Basic skills courses shall not satisfy graduation requirements.
  
- E. GENERAL EDUCATION
  1. Camden County College is committed to promoting intellectual development, aesthetic appreciation and cultural awareness. To that end, degree programs include a general education component, suggested by faculty and based on guidelines from the New Jersey Council of County Colleges and The Middle States Commission on Higher Education. This component, offers choices among a variety of courses and focuses on reading analytically, communicating ideas clearly and solving essential mathematical problems. It is designed to ensure that students develop a broad base of knowledge and become proficient in the application of skills. At Camden County College, students have the opportunity to develop analytical and creative thinking; scientific and quantitative reasoning; technological competencies; historical consciousness; global awareness, ethical reasoning and information literacy.

**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 3	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

~~General education for the associate degree shall include the following:~~

2. General Education for the associate degree shall include the following

**A General Education Foundation for  
Associate in Arts, Associate in Science, Specialized Associate, and Certificate Programs  
in New Jersey's Community Colleges**

(1997 Adoption, 2007 Reaffirmed, August 15, 2007 Revision, September 6, 2011 Revision)  
Approved by Presidents April 22, 2022

General Education Goal(s) addressed										Course Categories (Goal Categories)	AA credits	AS credits	AAS, AFA AS Nursing credits	Certificate credits	
1										Communication (Written and Oral Com.)	9	6	6	3	
	2									Mathematics – Science – Technology Mathematics 3-4 cr. (Quant. Knowl. & Skills) Science 3-4 cr. (Sci. Knowl. & Resng.) Technological Competency 0-4 cr.	6	9	3	3	
		3	4						Social Science (Society and Human Behavior)		6	3	3		
				5					Humanities (Humanistic Perspective)		6	3			
					6					History (Historical Perspective)	3				
									7	Diversity courses (Global & Cult. Awms.)	3				
									8	Unassigned general education credit		6	8		
<i>General education foundation total</i>											<i>33</i>	<i>30</i>	<i>20</i>	<i>6</i>	

## Camden County College Board of Trustees Policy

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 4	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

<u>Oral and Written Communication</u>	<u>An array of courses which prepare students to speak, read, and write effectively. At least two of these must be composition courses for A.A. and A.S. degrees. At least one of these must be a composition course for specialized degree programs and certificates.</u>
<u>Quantitative Reasoning (Mathematics)</u>	<u>Any college level mathematics course including statistics, algebra, or calculus course(s). These courses should build upon a demonstrated proficiency in basic algebra.</u>
<u>Scientific Knowledge and Reasoning</u>	<u>Any course(s) in the biological or physical sciences – including non-majors survey courses. At least one of these courses must have a laboratory component.</u>
<u>Technological Competency</u>	<u>Any course that emphasizes common computer technology skills (e.g. computer science, information technology) that helps students to access, process, and present information. This component is not required for students who can demonstrate competency.</u>
Society and Human Behavior	Any introductory course(s) from among anthropology, economics, geography, political science, psychology, or sociology.
Humanistic Perspective	Any broad-based course(s) in the appreciation of art, music, or theater; literature; foreign language; history; philosophy and/or religious studies.
Historical Perspective	Any broad-based course(s) or sequence of courses in World, Western, non-Western, or American History.
Cultural and Global Awareness	Any course whose primary purpose is to expose students to a multicultural society or people. If these global competencies are integrated into one or more general education courses, the three credits may be moved from this category to another general education category.
<b>General Education Integrated Course Goal</b>	<b>Course Criteria:</b> Below are brief descriptions of the course criteria for satisfying the requirements. For fuller descriptions, see the NJCC GE Course Criteria
Ethical Reasoning and Action	This ethical reasoning and action goal may be infused in any of the above categories. These courses should include the ethical implications of issues and situations.
Information Literacy	These courses include the requirement for students to address an information need by locating, evaluating and effectively using information.
<b>Note:</b> This document should be used in conjunction with the NJCC GE Learning Goals & Suggested Individual College-Wide Learning Obj. (9-6-2011).	



**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 5	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

~~2.~~ 3. The minimum general education requirements for each associate degree supported by the faculty and in agreement with the New Jersey Council of County Colleges (NJCCC) and the New Jersey Presidents' Council (NJPC) are as follows:

**Formatted:** Indent: Left: 0.15", No bullets or numbering

~~a.~~ a. For the associate in arts (A.A.) degree programs, the general educational requirements shall total not less than ~~45~~ 33 semester credit hours ~~(NJ Administrative Code 9A:1-2-3~~ in an array of representative courses in each of the following categories: communications; mathematics/sciences/technology; social sciences; humanities; history; and diversity.

**Formatted:** Indent: Left: 0.5", Hanging: 0.5", No bullets or numbering

**Formatted:** Strikethrough

~~b.~~ b. For the associate in science (A.S.) degree programs, the general educational requirements shall total not less than 30 semester credit hours in an array of representative courses from each of the following categories: communications; mathematics/sciences/technology; social science; and humanities.

**Formatted:** Indent: Left: 0.5", Hanging: 0.5", No bullets or numbering

c. For the associate in applied science (A.A.S.) degree programs, the general education requirements shall total not less than 20 semester credit hours in an array of representative courses from the communications; social sciences or humanities; and mathematics/sciences/technology categories.

~~d.~~ For the associate in fine arts (A.F.A.) degree program, the general educational requirements shall total not less than 20 semester credit hours in an array of representative courses from the communications; social sciences or humanities; and mathematics/sciences/technology categories.

~~e.~~

**Formatted:** Indent: Left: 0.5", Hanging: 0.5", No bullets or numbering

~~d.~~ For the associate in fine arts (A.F.A.) degree program, the general educational requirements shall total not less than 20 semester credit hours in an array of representative courses from the communications; social sciences or humanities; and mathematics/sciences/technology categories.

**Formatted:** Indent: Left: 0.5", Hanging: 0.5", No bullets or numbering

F. The academic certificate (CI) program shall be a credit bearing course of study which, by virtue of educational content or duration, does not satisfy requirements for an associate degree program, but is specifically designed to offer content and skill acquisition and other experience appropriate to the objectives of such a program. These certificates (CI) shall consist of 30 to no more than 36 credits and shall include six general education credits, three of which must be a communication course and three of which must satisfy another general

**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 6	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

education category. In some special circumstances, the credits may be over the 36 credit limit if required by an accrediting agency.

- G. The certificate of achievement (CA) shall be a credit bearing course of study which, by virtue of educational content and duration, does not satisfy the requirements for an academic certificate (CI) or an associate degree program.
  - 1. The certificate of achievement (CA) is not required to include general education courses and may not include academic skills (000 level) coursework.
  - 2. The certificate of post- secondary studies (CPS) shall be a credit bearing certificate of achievement (CA) that may include academic skills (000 level) coursework.
  
- H. To be eligible for award of a degree, Certificate (CI), or Certificate of Achievement (CA) the students must satisfy the following requirements:
  - 1. Students must earn a cumulative grade point average of 2.0 (C) or higher in courses taken at the College. To graduate with a Certificate of Postsecondary Study (CPS), the alternate GPA is used to determine graduation eligibility and students must earn an alternate GPA of 2.0 or higher. (Alternate GPA includes all courses including developmental courses.)
  - 2. Degree seeking students must complete at least 30 credits at the College. Certificate (CI) students and Certificate of Achievement (CA) students must complete at least half the certificate credits at the College. These standards are residency requirements.
  - 3. Students must satisfactorily complete all courses in an approved curriculum. A waiver of a course in the curriculum may be granted upon the approval of the College.
  
- I. The length of time that a course remains current and acceptable shall be indefinite unless otherwise identified in the admission requirements of a specialized program.
  
- J. Students may not be matriculated in more than two programs simultaneously. General education courses are applicable to the general education requirement in both programs.
  
- K. The following grading system shall be utilized:

**LETTER GRADES**

- A: Superior- Superior achievement: mastery of the subject.
- B: Good- Consistent achievement that demonstrates an understanding of the subject sufficient for continued study in the discipline.

**Camden County College Board  
of Trustees Policy**

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 7	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

- C: Average- Satisfactory achievement that demonstrates an understanding of the subject sufficient for continued study in the discipline.
- D: Poor- Performance suggesting little aptitude or application on the part of the student in that particular course. This grade may not transfer.
- F: Failure- An insufficient understanding of the basic elements of the course.

*FA: Failure Due to Absence – An insufficient amount of coursework completed to demonstrate a sufficient understanding of the basic course elements.*

The following designations may also appear on the student record, although are not computed in the grade point average:

W: Withdrawal- Indicates student has withdrawn from the course after the 10<sup>th</sup> day of classes through the 8<sup>th</sup> week (or the equivalent academic period) following the procedures required by the Records and Registration Office.

I: Incomplete Work- The grade of “I” can be assigned only if the student still has work to complete. It is assumed that the student who receives an “I” has satisfied the instructor’s attendance requirements during the semester. AU: Audit (no credit).

NA: Not attending- May be used when a student attended at least one class and then stopped attending class; has exceeded the number of absences allowed in the written policy of an instructor; or if there is insufficient evidence to calculate a grade.

XA: Student never attended the class.

SA: Satisfactory Attendance. This grade is an attendance grade not a final grade. It indicates positive attendance at the point in time that attendance is reported.

MP: Student is making progress in the course. This grade is used for pre-college or developmental courses only.

RV: Student is recommended for an academic skills express course- Math or English. P: Student has satisfied the requirements for an academic skills express course.

- L. When repeating a course, the original grade and all repeat grades will appear on the student’s transcript. However, the student’s cumulative average will be computed based upon the highest grade.
- M. Recognition of transfer credits and the award of degree credits for non-traditional experience shall be governed by the following rules:

## Camden County College Board of Trustees Policy

<b>Subject:</b>  <b>Policy On Establishing Standards For Granting Degrees And Certificates</b>	<b>Number:</b> 510	<b>Page</b> 8	<b>Of</b> 8
	<b>Date:</b> <del>April 6, 2021</del> <u>December 8, 2023</u>		
	<b>Supersedes:</b> <u>April 6, 2021</u> , December 4, 2018, September 6, 2016, April 1, 2008, April 1, 2003, September 13, 1994		

1. The College will transfer the credit (but not the grade) of courses taken at another accredited institution of higher education provided a grade of C or better was obtained in that course.
2. The College accepts educational experiences approved by the American Council on Education, validated record of military training, satisfactory performance on exams developed by Camden County College faculty members, CLEP and DAN TES test results and documented student portfolios. The following policy governs the granting of credit for experiences outside the classroom.
  - a. Credit (not letter grade) granted for specific courses are listed on the official transcript.
  - b. Credit can only be guaranteed as Camden County College credit.
  - c. A limit of 30 credits may be awarded.
  - d. Only matriculated students are eligible.

N. The curriculum requirements as set forth in the current College Catalog for the degree, certificate and certificate of achievement programs offered by the College are hereby adopted and continued. The College President is authorized to approve revisions to curriculum requirements when necessary based upon program changes, new courses added, courses discontinued, or to satisfy accreditation standards.

O. Each year, the College Catalog lists courses in degree, certificate and certificate of achievement requirements that a student must complete. If program requirements change between a student's matriculation date and graduation date, the student has the option of following either the original curriculum requirements as of the date of matriculation, or the ones in effect when the student applies for graduation. Students cannot select other curriculum requirements that may have been in effect between the time of their matriculation and graduation. Any student who is not able to satisfy the curriculum requirements of the *Catalog* in effect at the time of matriculation or graduation, because of courses not being available, should request appropriate course substitutions or waivers from the corresponding division dean.

Authority: The Vice President of Academic Affairs holds responsibility for review and recommendation to the College President, Board of Trustees, and NJ Presidents' Council for all new, revised and discontinued degree and certificate curriculum for all programs.

Q.

Formatted: List Paragraph, Right: 0", No bullets or numbering

Formatted: Indent: Left: 0.15", Hanging: 0.51", No bullets or numbering

**RESOLUTION ACCEPTING FY2023 AUDIT**

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

**WHEREAS**, the College requires an annual audit and engaged Bowman & Company, LLP to conduct such audit for FY2023; and

**WHEREAS**, the scope of audit services included the audit of the financial statements for the fiscal year ended June 30, 2023 for the purpose of expressing an opinion on them as to whether these financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America; and

**WHEREAS**, Bowman conducted the audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and in compliance with audit requirements as prescribed by the Department of Treasury, State of New Jersey, and those standards require that the firm plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement; and

**WHEREAS**, the auditors have given the College's financial statements an unqualified "clean" opinion and further indicated that there were no matters involving internal controls or the College's financial operation that were considered to be material weaknesses; and

**WHEREAS**, Robert P. Nehila, Jr., the partner in charge of the College's audit, appeared before the Business Affairs, Audit and Campus Development Committee on January 25, 2024, made a comprehensive presentation on the audit, discussed the College's financial performance in FY2023 and answered questions of the Committee; and

**WHEREAS**, the Committee was satisfied with the audit and recommends acceptance of the audit and filing to the Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts the FY2023 audit as prepared by Bowman & Company; and

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

**SUMMARY STATEMENT**

This resolution accepts the FY2023 audit and authorizes filing.

**RESOLUTION RATIFYING DECLARATION OF AN EMERGENCY AWARDING CONTRACTS TO PROVIDE CRITICAL EMERGENCY AND REMEDIATION SERVICES THROUGH PROFESSIONAL ENGINEERS AND ALLRISK SERVICES**

**WHEREAS**, Camden County College (CCC) is a separate corporate entity created pursuant to N.J.S.A. 18A:64-1 et seq. whose purchasing and contracting is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*, and pursuant to N.J.S.A. 18A:64A-25.9, purchases and contracts for materials and services pursuant to a contract for such materials or services entered into on behalf of approved purchasing cooperatives are permitted to be awarded without any additional public advertising and bidding; and

**WHEREAS**, N.J.S.A. 40A:11-11(5) as well as N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish or participate in Cooperative Pricing Systems and to enter into Cooperative Pricing Agreements for its administration and the State approved the establishment of that Cooperative pricing system and the College Trustees have repeatedly since April 1, 2014 annually authorized and approved both the use of New Jersey State Contract, and the various Cooperative purchasing systems; and

**WHEREAS**, the Camden County College Board of Trustees has repeatedly since July 2014 authorized purchasing from specific New Jersey State approved Cooperatives of which this College has become a member including Camden County Cooperative purchasing System (CCCPS) and the Middlesex Regional Educational Services Commission (MRESC), hereinafter referred to as the “Lead Agency” offered voluntary participation in its State approved Cooperative Pricing System (MRECPS) and the Educational Services Commission of New Jersey (ESCNJ) and; has participated in the Architect & Engineers Professional services Qualification Procurement Pool lead by Camden County in which the College is a named participant; and

**WHEREAS**, in order for CCC to avail itself of any better prices and purchasing power afforded by the CCCPS and the MRECPS and ESCNJ, the Trustees authorized the execution of Cooperative Pricing Agreements with those entities and has approved this use at each Reorganization; and

**WHEREAS**, it is the recommendation of the Melissa Manera, Manager of Purchasing and Qualified Purchasing Agent; Helen Antonakakis, Executive Director of Finance and Planning; and Michael Calabrese, Director of College Facilities to procure both emergency engineering professional services and various items and services through the Qualified professional pool for emergency services as well as the Coop’s and through the emergency process having awarded to AllRisk for Emergency Services and through said Professional Pool having awarded to Pennoni & Associates; and

**WHEREAS**, the CCIA consultant provided recommendations to the College regarding its facility management per a shared service agreement, recommended that it immediately contract for emergency services inspection, and remediation services and it was immediately necessary without public bidding to cure the emergent condition; and

RESOLUTION NO. FY2024-131

**WHEREAS**, the Manager of Purchasing and the Insurance Risk Coordinator coordinated the Public Safety reports, the aforementioned recommendations and certified the information collected and provided it to the President in a certified report form; and

**WHEREAS**, the filed conglomerated reports were submitted in certified form with the College's President, who is the College's authorized contracting agent, stating that an emergent and dangerous condition exists at Adams Hall as the storm of January 9-10 reached catastrophic proportions and tore off a large portion of the roof from Adams Hall and caused roof leaks throughout the remaining portions of the building and compromised the integrity and the safety of the structure of the building. The attempted continued operation of the entire building as well as both adjoining parking lots were not possible and the existing conditions created a health, safety and welfare concern for all students and personnel who might have otherwise used Adams Hall or either of the adjoining parking lots and unless contractors and remediators intervened immediately to prohibit the use and/or occupants of the building; and

**WHEREAS**, based upon the aforementioned and the reports attached hereto and based upon the certified statement filed by The President, the Board of Trustees is hereby asked to conclude that emergent circumstance exists permitting the award of a contract for emergency services for demolition, repair, remediation and regarding without a publicly advertised bid therefore; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that a finding is made that an emergency exists pursuant to NJSA18A:64A-25.6, and as referenced in NJSA 40A:11-6, and NJAC 5:34-6.1 and the contractual arrangements made to address this emergency is hereby approved and ratified.

**SUMMARY STATEMENT**

This resolution makes a finding by the Board of an emergency, and thereby completes the stage for authorizing variations from the normal advertisement and bidding criteria notwithstanding that such cost will exceed the thresholds of NJSA 18A:64A-25.3 or of NJSA 19:44A-20.12, and justifies immediate action regarding the containment of roof and dangers posed by the damage to Adams Hall, any necessary actions to preserve College personnel and property and all action necessary for the demolition determined to preserve safety. This emergent condition is a health and safety issue which cannot otherwise be overcome as the structural integrity of the building presents actual immediate risks to both personal health and safety as well as risk to further damage to college property and assets.

# EMERGENCY PROCUREMENT REPORT

## Public Exigencies Pursuant To N.J.S.A. 19:44A-20.12

### Procedure

An Emergency Procurement Report is required when municipalities, counties, and their instrumentalities and agencies<sup>1</sup> (public agency) experience an emergency that warrants the immediate delivery of goods or services and in doing so, are unable to comply with the “Pay-to-Play” provisions of N.J.S.A. 19:44A-20.4 et seq. N.J.S.A. 19:44A-20.12 provides in pertinent part that:

“Nothing contained in this act shall be construed as prohibiting the awarding of a contract when the public exigency requires the immediate delivery of goods or performance of emergency services as determined by the State Treasurer.”

The State Treasurer<sup>2</sup> has determined that approval under this provision is automatically granted when:

1. A public agency finds the public’s health, safety or welfare requires the immediate delivery of goods or the performance of services.
2. The award of any such contracts is made pursuant to the provisions of N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1 et seq., or for county colleges, N.J.S.A. 18A:64A-25.6.
3. Contracts are issued in response to a formal declaration of an emergency by the Governor.

### Emergency Report Required

Camden County College also requires that when using these provisions, the agency’s purchasing agent or other appropriate personnel shall file with President of Camden County College an “Emergency Procurement Report,” within 30 days of the date the contract(s) was(were) issued.

Certain information is necessary to address situations in which an exigency/emergency affecting the public’s health, safety or welfare requires the immediate delivery of goods or the performance of services.

---





**CAMDEN COUNTY COLLEGE**

**EMERGENCY PROCUREMENT REPORT**


This report is to be filed by the Department of Camden County College with the College’s President within 30 days of the date the emergency contract(s) was/were issued. Please provide the necessary information to satisfactorily complete the report. Refer to the Instructions accompanying this form and the statutory and regulatory citations on the reverse of this form.

1. College Location/damage:	Adams Hall Roof & Interior Damage/Lincoln Hall Theatre Drainage Leak onto Carpeting/Automotive Fencing in Lot 22/Roosevelt Hall Rooftop Unit Door Blown Off & Roof Leak/Athletic Field - Shed and Equipment Damage and Turtle Baseball Batting Cage Damage/Washington Hall/Jefferson Hall/Papiano Gym		County:	Camden
2. Date Emergency occurred:	January 9, 2024	Time emergency occurred:	approx. 9:37 p.m. discovered but storm was continuous	
3. Date emergency declared:	January 10, 2024	Time emergency declared:	8:30 a.m.	
4. Agency/department responsible for determining there was an emergency:	President's Office			
5. Name and title of the official in charge of that agency:	Dr. Lovell Pugh-Bassett			
<p>6. Describe the condition or circumstance pertaining to the emergency (attach additional sheets if necessary):</p> <p><b>Nature of Emergency</b></p> <p><b>(1) Affects on Public</b></p> <p>During the severe storm event of January 9 and 10, 2024; which included both significant rains and intense winds; the Blackwood Campus of Camden County College experienced significant damages, including roof leaks and water infiltration to several buildings; downed trees and branches; damaged fencing; and damaged equipment and storage containers. Perhaps the most significant damages occurred at Adams Hall; where a significant portion of the metal roof membrane peeled from the roof structure and buckled, prior to being displaced from the roof as the result of the intense winds. At Adams Hall, sizable pieces of the sharp metal roof structure and associated roofing materials/assemblies (gutters, flashings, downspouts and trim pieces) became either partially or completely detached, creating hazard conditions as the result of both the amount of sizable debris and the potential that they become wind-borne. As the result of the extensive damage to this roof, the building experienced severe flooding from the rains. Additionally, the remaining roof structure held some water and continued to experience sagging as the result of the additional weight being placed on the roof, creating a health and safety hazard of the result of a potential roof structure collapse. These concerns mandated all power to be shut to the building.</p> <p><b>(2) Explain Need For Immediate Action</b></p> <p>As the result of the severe storm event of January 9 and 10, 2024; and the resulting damages to the Camden County College Blackwood Campus; there were significant health and safety concerns that mandated immediate action. At Adams Hall, the detached roofing structure from the storm event created potential public safety issues with respect to wind-borne debris, particularly sharp metal objects; a collapsed roof structure; and exposed and energized electrical wiring. Throughout the Blackwood</p>				

Campus, the resulting roof leaks and water infiltration created slip, trip or fall hazards. Immediate Action is required to address all health and safety concerns resulting from the severe storm, while also minimizing the potential impact of further damages if not addressed in a timely manner.

7. Name and title of the individual who determined the matter was an emergency and authorized award of contract(s):	Dr. Lovell Pugh-Bassett, President Camden County College		
8. The total (or estimated) cost of providing the goods or performing services was:	\$Unknown		
9. List the names the contractors/suppliers receiving contracts awarded under the emergency:	AllRisk, Inc. (ESCNJ)		
	Pennoni Associates		
10. When was the notification reduced to writing and filed with the purchasing agent?	January 10, 2024		
11. Has the public agency adopted a "chain of command" procedure pursuant to N.J.A.C.5:34-6.1?	Yes		
This report was completed by (name and title):	Michael Hagarty, Consultant Camden County Improvement Authority		
Signature:			Date: 1/11/2024

Submit to: Office of the President

This report was affirmed by (name and title):	Dr. Lovell Pugh-Bassett, President Camden County College		
Signature:			Date: January 11, 2024

## Legal Provisions Related to Use of Emergencies

### 40A:11-6 Emergency contracts

6. Emergency contracts. Any contract may be negotiated or awarded for a contracting unit without public advertising for bids and bidding therefor, notwithstanding that the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; provided that the awarding of such contracts is made in the following manner:

- a. The official in charge of the agency wherein the emergency occurred, or such other officer or employee as may be authorized to act in place of that official, shall notify the purchasing agent, a supervisor of the purchasing agent, or a designated representative of the governing body, as may be appropriate to the form of government, of the need for the performance of a contract, the nature of the emergency, the time of its occurrence and the need for invoking this section. If that person is satisfied that an emergency exists, that person shall be authorized to award a contract or contracts for such purposes as may be necessary to respond to the emergent needs. Such notification shall be reduced to writing and filed with the purchasing agent as soon as practicable.
- b. Upon the furnishing of such goods or services, in accordance with the terms of the contract, the contractor furnishing such goods or services shall be entitled to be paid therefor and the contracting unit shall be obligated for said payment. The governing body of the contracting unit shall take such action as shall be required to provide for the payment of the contract price.
- c. The Director of the Division of Local Government Services in the Department of Community Affairs shall prescribe rules and procedures to implement the requirements of this section.
- d. The governing body of the contracting unit may prescribe additional rules and procedures to implement the requirements of this section.

### N.J.A.C. 5:34-6.1 General requirements (edited as to applicability)

(a) The use of emergency purchasing pursuant to N.J.S.A. 40A:11-6 or 18A:18A-7 shall be subject to the following requirements:

1. An actual or imminent emergency must exist requiring the immediate delivery of the goods or the performance of the service;...
- ...3. The emergency purchasing procedure may not be used unless the need for the goods or services could not have been reasonably foreseen or the need for such goods or services has arisen notwithstanding a good faith effort on the part of the contracting unit to plan for the purchase of any goods or services required by the contracting unit;
4. The contract shall be of such limited duration as to meet only the immediate needs of the emergency; and
5. Under no circumstances shall the emergency purchasing procedure be used to enter into a multi-year contract.

(b) The governing body of each contracting unit shall adopt rules or regulations as appropriate to the contracting unit to ensure that there is a procedure for determining and confirming the existence of an emergency and that the provisions for emergency purchasing pursuant to N.J.S.A. 40A:11-6 or 18A:18A-7 may be implemented. Such rules or regulations shall include such provisions that ensure that if initially designated individuals are not available, there is a designated chain of command to ensure that there are always appropriate individuals available to make such decisions.

### 18A:64A-25.6 Emergency purchases and contracts

6. Any purchase, contract, or agreement may be made, negotiated or awarded by a county college without public advertising for bids and bidding therefor, notwithstanding that the cost or contract price will exceed \$25,000\* or, commencing January 1, 2003, the amount determined pursuant to subsection b. of section 3 of P.L.1982, c.189 (C.18A:64A-25.3), when an emergency affecting the health, safety or welfare of occupants of college property requires the immediate delivery of the materials or supplies or the performance of the work, provided that such purchases, contracts or agreements are awarded or made in the following manner:

- a. A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for said work, materials or supplies.
- b. Upon the furnishing of such work, materials or supplies in accordance with the terms of the contract or agreement, the contractor furnishing such work, materials or supplies shall be entitled to be paid therefor and the county college shall be obligated for said payment.
- c. The board of trustees may prescribe rules and procedures to implement the requirements of this section.

\* This provision is superseded by the provisions of N.J.S.A. 19:44A-20.4 threshold of \$17,500

**RESOLUTION AMENDING POLICY #427 - CREDIT TUITION & FEES**

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

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

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

**WHEREAS**, in accordance with the Higher Education Restructuring Act of 1994, N.J.S.A. 18A:3B-6(c), a public hearing was conducted by the Board of Trustees on February 6, 2024 on proposed updates in the College's tuition and fees; and

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

**WHEREAS**, the administration reviewed the tuition and fees currently in Policy #427, Schedule A in order to update tuition and fees; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby authorizes an amendment to Policy # 427, Schedule A of said policy thereby approving the updating of tuition and fees.

**BE IT FURTHER RESOLVED** that the proper officers of Camden County College are hereby authorized and directed to take any and all appropriate actions to enact such updates to tuition and fees.

**SUMMARY STATEMENT**

This resolution amends Policy #427, Schedule A, the updating of tuition and fees effective as of summer 2024.

## POLICY REVIEW TEMPLATE

---

Policy Number: POL-427

Last policy update: May 2, 2023

Executive Committee Review Date: \_\_\_\_\_

President Cabinet Review Date: 2/21/24

Legal Review(s): \_\_\_\_\_

### **Summary of existing policy.**

To assess tuition and fees for credit courses.

### **Summary of proposed changes to policy.**

Increase In-County Tuition from \$115 per credit to \$130 per credit

Increase Out-of-County Tuition from \$119 per credit to \$134 per credit

Increase Camden County College nursing fees

### **Justification for proposed changes.**

Tuition hasn't been increased since fall 2021. With this increase, the tuition will still remain one of the lowest in NJ and well below the average of \$158.51.

### **How do proposed changes align with institutional commitments?**

The proposed changes will support the College's mission to provide high-quality, affordable and accessible education and training to a diverse community.

- Impact on student population(s) (if any). [Note: Utilizing the DEIA checklist will assist in determining impact]. The additional revenue will provide additional and improved services to the students.
  
- Outstanding issues for discussion/review (if any):

\*Please attach the track changes document for review.

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 1	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

**Purpose**

To assess tuition and fees for credit courses.

**Scope**

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

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

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

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

3. **Senior Citizen Rates**

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

4. **National Guard Tuition Waiver**

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

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 2	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

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

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

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

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

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

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

A person who is an active member in good standing of a volunteer fire company or volunteer first aid or rescue squad or association and the dependent children and spouse of a volunteer shall be allowed to enroll for credit courses on a tuition-free basis in an amount not to exceed \$600 per year and a combined maximum of \$2,400 for the member, children and spouse pursuant to the provisions of N.J.S.A. 18A:71-78.1 – 18A:71-78.4. Students are still responsible for paying laboratory fees, general service fees, late fees, facility fee, books and other fees listed on Schedule A.

7. **Financial Incentives for Community**

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

8. **Incentives for High School Students**

Scholarship, in memory of Dr. and Mrs. Otto R. Mauke, for public high school graduates in Camden County, and one homeschool graduate in Camden County. This is a two-year, \$2,000 scholarship (paid in two \$1,000 installments to Camden County College (CCC) in fall and spring semesters) awarded to one graduate from each Camden County public high school who enrolls in CCC in the fall. All Camden County public high schools are eligible to submit one student for the scholarship. Students who have shown improvement or have overcome obstacles in their academic or social lives while in high school are

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 3	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

eligible. The determination will be made by the guidance department at each high school. Students must have at least a 2.5 GPA and register for a minimum of 12 credits for the fall semester to be eligible for the scholarship. With satisfactory academic progress, the scholarship is renewable for the second year at CCC.

9. **Payment of Tuition/Fees**

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

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

A full refund (100%) of tuition and fees billed will be made to students filing official drops with the appropriate College office prior to the first day of the session in which the courses are scheduled. A



Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number:	Page	Of
	427	4	22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
Last Reviewed: May 2, 2023			

Formatted: Font: 10 pt

fifty-percent (50%) refund of tuition and fees charged will be made to students filing official drops with the appropriate College office on or after the first day of the start date of the session in which the courses are scheduled and by the end date of the schedule adjustment period of the session in which the courses are scheduled. No refund will be made for withdrawals after the last day to drop for each session. Refunds to financial aid programs will be made according to applicable regulations of the programs.

11. **Chargeback**

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

12. **Residency**

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

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

13. **Collection Agency**

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

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

**Authority**

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

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 5	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

Schedule A: Tuition and Fees  
Effective Summer ~~2023~~2024

I. Tuition and Enrollment Fees			
<b>(A)</b>	<b>Tuition</b>		
	Camden County Resident	<del>\$445</del> 130	per credit hour
	Out-of-County Resident	<del>\$449</del> 134	per credit hour
	Out-of-State Resident	<del>\$449</del> 134	per credit hour
	Out-of-Country Resident	\$199	per credit hour
	College Now-On Campus Course	Equivalent of two credit hours tuition	
	College Now-High School Plus	\$150	flat fee
<b>(B)</b>	General Service Fee	\$40	per credit hour
	Facility Fee	\$10	per credit hour
<b>(C)</b>	<b>Transitional Education Pathways for Students with Intellectual Disability (TEPSID) Program</b>	\$7,500	per student/ per year
<b>(D)</b>	<b>Our Lady of Lourdes Nursing Course Fees(*)</b> <del>Effective-Fall 2023</del>		
	Course Fee: NOL-102, NOL-110, NOL-111, NOL-202, NOL-211, , NOL-235	\$370	per credit hour
	Nursing Fee: NOL-102, NOL-111, NOL-202, NOL-211,	\$1,340	per semester
	Clinical Placement Fee: NOL-102, NOL-111, NOL-202; NOL-211	\$500	per semester
	Graduation Fee – NOL-211	\$200	flat fee
	Technology Fee – NOL-102, NOL-110, NOL-111, NOL-202, NOL-211, NOL-235	\$350	per course
<b>(E)</b>	<b>Lourdes Institute for Wholistic Studies (*)</b>		
	MAS 200	\$200	per credit hour
	MAS 201	\$1,600	per credit hour
	MAS 205	\$325	per credit hour
	MAS 209	\$163	per credit hour
	MAS 211	\$250	per credit hour
	MAS 220	\$350	per credit hour
	MAS, 215, 225, 230, 243,	\$165	per credit hour
	MAS 240	\$233	per credit hour
	MAS 241	\$213	per credit hour
	MAS 255	\$334	per credit hour
	MAS 260	\$209	per credit hour
	MAS 261	\$175	per credit hour
<b>(F)</b>	<b>Camden County College Nursing Program</b>		
	Practical Nursing Program ( <del>PRN</del> NUR.CT)	<del>\$600</del> 767	per semester

Formatted: Not Highlight

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 6	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

	PN to RN Program (NUR.AS)	\$ <del>625</del> 750	per semester
(*) These fees are collected by the College on behalf of Our Lady of Lourdes. The fees are established by the school, not the College.			

<b>II. Camden County College Course Fees</b>			
(a)	Online Courses	\$40	per course
(b)	All Other Course Fees (see attached list)		
(c)	Hourly Instruction Charge (if applicable)	\$65	per contact hour that exceeds number of credits for course
<b>III. Service Fees</b>			
(a)	Transcript Fee	\$12	per request
(b)	Duplicate Diploma Fee	\$22	without cover
(c)	Installment Plan Fee		
	<b>Option 1: 6 Installments</b> Plan Enrollment Fee Installment 1: (10%) Installment 2: (20%) Installment 3: (20%) Installment 4: (20%) Installment 5: (20%) Installment 6: (10%)	\$10	Installment dates will change with each fall and spring semester
	<b>Option 2: 5 Installments</b> Plan Enrollment Fee Installment 2: (25%) Installment 3: (25%) Installment 4: (20%) Installment 5: (20%) Installment 6: (10%)	\$20	Installment dates will change with each fall and spring semester
	<b>Option 3: 4 Installments</b> Plan Enrollment Fee Installment 2: (50%) Installment 3: (25%) Installment 4: (25%) Installment 5: (25%)	\$30	Installment dates will change with each fall and spring semester
	<b>Option 4: 3 Equal Installments</b> Plan Enrollment Fee Installment 2: (25%) Installment 4: (25%) Installment 5: (25%)	\$40	Installment dates will change with each fall and spring semester
	<b>Option 5: 2 Equal Installments</b> Plan Enrollment Fee Installment 2: (50%) Installment 5: (50%)	\$50	Installment dates will change with each fall and spring semester

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 7	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

	Payment Plan Fee for Past Due Balances	\$25	Per payment plan
	Late Payment Fee	\$35	On all installment payments
(d)	Testing and Assessment Fees	\$25	
	Credit by Exam	\$40	
	Credit by Portfolio Assessment	\$40 plus \$10	per awarded credit
	Placement Retest	\$5 (maximum of \$15)	per test section
	Placement Score Transfer Request	\$15	per institution
	Thomas Edison Testing	\$15	
	Computerized English Comp. Makeup Final Exam	\$15	
	Distance Learning Test	\$25	
	Career Inventory Test	\$73	
	CLEP & Dantes Test	\$15	plus cost of exam
	GED Test	\$50	full battery
	GED Retest	\$10	per test
	Test of Essential Academic Skills (TEAS)	\$60	per test
<b>IV.</b>	<b><u>Penalties</u></b>		
(a)	Late Registration and Schedule Adjustment Fee	\$35	per schedule adjustment session
(b)	Non-Sufficient Funds Fee for Returned Checks	\$35	per occurrence
(c)	Late Payment on Installment Plan	\$35	per month
(d)	Library Fine for Overdue Items	\$0.10	per day, per item
(e)	Collection Agency Fee (Effective for accounts placed on or after 7/1/2018)	15%/19%	per placement amount
(f)	Traffic and Parking Fines for First Violation		
	Improper/No Display of Decal/Permit	\$25	
	MCV Processing Fee	\$5	
	Parking in Reserved Space	\$25	
	Improper Parking (defined)	\$25	
	Parking in Handicapped Space	\$100	
	Parking in Fire Zone	\$25	
	Careless Driving (defined)	\$25	
	Driving Off Roadway	\$25	
	Entering Controlled Area	\$25	
(g)	Smoking Policy Violation	\$25	
(h)	Littering Violation	\$25	

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 8	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

Course	Course Name	Fee Per Credit
ACC-213	Computerized Acct	\$19
ALH-105	Electrocardiography	\$19
ALH-110	Waived Laboratory Experience	\$52
ALH-115	Basic Phlebotomy Tech	\$19
ALH-116	Phlebotomy Clinical Practicum	\$44
ALH-121	Basic Skills Allied Hlth Prof	\$14
ALH-122	Certified Nurse Aide	\$44
ALH-130	Home Health Aides: Expanded	\$14
ANT-101H	Hon Gen Anthropology	\$14
ARA-101	Elementary Arabic I	\$14
ARA-102	Elementary Arabic II	\$14
ART-104	Introduction to Visual Arts	\$14
ART-121	Basic Drawing I	\$19
ART-123	Basic Drawing I - AFA Majors	\$19
ART-124	Basic Drawing I - AFA Majors	\$19
ART-134	Life Drawing I	\$19
ART-136	Watercolor	\$19
ART-139	Mural Painting	\$19
ART-143	Sculpture I - AFA Majors	\$19
ART-144	Sculpture II - AFA Majors	\$19
ART-145	Painting I - AFA Majors	\$19
ART-146	Painting II - AFA Majors	\$19
ART-151	Ceramics & Pottery I	\$19
ART-103H	Honors Visual Culture	\$14
ART-153	Ceramics-Pottery I-AFA Majors	\$19
ART-154	Ceramics-Pottery II-AFA Major	\$19
ART-166	Two Dimensional Design - AFA	\$19
ART-167	Three Dimensional Design-AFA	\$19
ART-168	Arts & the Community	\$19
ASC-106	Office Procedures / Vet Techs	\$17
ASC-107	Calculations for Vet Techs	\$17
ASC-111	Animal Biology	\$23
ASC-112	Prin Animal Husbandry	\$17
ASC-115	Small Animal NsgI/Vet Techs	\$34

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 9	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

ASC-200	Dental Tech/Vet Techs	\$23
ASC-213	Lab Animal Science	\$36
ASC-214	Small Animal Nursing II	\$42
ASC-215	Farm Animal Nursing	\$42
ASC-220	Hematology for Vet Techs	\$26
ASC-235	Clinical Lab for Vet Techs	\$25
ASC-236	Radiology for Veterinary Techs	\$24
ASC-240	Parasitology	\$23
ASC-261	Pathology for Vet Techs	\$17
ASC-270	Veterinary Pharm	\$17
ASC-292	Small Animal Co-op	\$44
ASL-101	American Sign Language I	\$14
ASL-102	American Sign Language II	\$14
ASL-103	Fingerspelling	\$14
ASL-201	American Sign Language III	\$14
ASL-202	American Sign Language IV	\$14
AUT-101	Automotive Fundamentals	\$19
AUT-111	Automotive Brake Systems	\$19
AUT-121	Automotive Steering/Suspen Sys	\$19
AUT-131	Automotive Heating & Air Cond	\$19
AUT-141	Automotive E & E Principles	\$19
AUT-151	Automotive Engine Fundamentals	\$19
AUT-242	Automotive E & E Systems	\$19
AUT-252	Advanced Automotive Engines	\$19
AUT-253	Automotive Engines	\$19
AUT-261	Manual Drive Trains and Axles	\$19
AUT-262	Auto Transmissions/Transaxles	\$19
AUT-271	Advanced Auto Systems I	\$19
AUT-272	Advanced Auto Systems II	\$19
BHC-103	Applied Behavioral Analysis	\$14
BIO-010	Prep for Biology	\$19
BIO-106	Living in the Environ	\$19
BIO-111	Biology I-Science	\$19
BIO-112	Biology II-Science	\$19
BIO-117	Basic Anatomy & Physiology I	\$19
BIO-118	Basic Anatomy & Physiology II	\$19
BIO-121	Basic Microbiology	\$19
BIO-130	Plants & Society	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 10	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

BIO-140	The Microbial World	\$19
BIO-140H	Honors – The Microbial World	\$19
BIO-206	Envir. Sci:Theory & Appl	\$19
BIO-210	Human Anatomy & Phys	\$19
BIO-211	Anatomy & Phys I	\$19
BIO-212	Anatomy & Phys II	\$19
BIO-220	Elements Microbiology	\$19
BIO-221	Microbiology I	\$22
BIO-222	Microbiology II	\$22
BIO-225	Intro to Plant Biology	\$19
BIO-235	Cell Biology	\$22
BIO-240	Genetics	\$22
BIO-255	Research Experience in Biology	\$19
BIT-200	Introduction to Biochemistry	\$19
BIT-201	Applications in Biotechnology	\$34
BIT-202	Instrumental Analysis	\$22
BIT-205	Biotechnology Internship	\$22
CAD-101	Comp Aided Eng Graph	\$19
CAD-102	Ad Comp Aid Eng/Graph	\$19
CAD-106	Engineering Graphics	\$19
CAD-107	Parametric Design/Auto Desk Invent	\$19
CAD-201	CADD App:MicroStation	\$19
CAD-202	Advanced CADD Project	\$19
CAD-204	Project Design I	\$19
CAD-205	Architecture CADD Using Revit	\$19
CAD-206	Solids Modeling: Solids Work	\$19
CAD-208	Autocad Civil 3D Level I	\$19
CGR-101	Elect Layout & Design	\$30
CGR-102	Elect Pub/Prepress	\$30
CGR-103	Printing Technology	\$30
CGR-104	Digital Design Fundamentals	\$19
CGR-105	Podcasting	\$30
CGR-106	Print Publishing	\$19
CGR-111	Comp Graphic Des I	\$30
CGR-112	Comp Graphic Des II	\$30
CGR-113	Web Page Design I	\$30
CGR-114	Typography I	\$30
CGR-115	Digital Storytelling	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 11	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

CGR-121	Multimedia Technology I	\$30
CGR-122	Multimedia Tech II	\$30
CGR-123	Interactive Interface Design	\$19
CGR-125	Game Design & Development I	\$19
CGR-126	Illustration I	\$30
CGR-127	Illustration II	\$30
CGR-200	Game Design & Development II	\$30
CGR-205	Graphics For The Web	\$30
CGR-213	Computer Graphic Des III	\$30
CGR-214	Web Page Design II	\$30
CGR-215	Web Multimedia	\$30
CGR-220	Web Development	\$30
CGR-231	Video Imag Tech I	\$30
CGR-232	Video Imag Tech II	\$30
CGR-233	Video Imaging Tech III	\$30
CGR-235	Video Production	\$30
CGR-239	2D Animation	\$30
CGR-240	Video Production II	\$30
CGR-241	Computer Animation I	\$30
CGR-242	Computer Animation II	\$30
CGR-243	Computer Animation III	\$30
CGR-244	Special Effects	\$30
CGR-245	2D Animation II	\$30
CGR-251	Presentation Graphics	\$30
CGR-252	Portfolio Design	\$19
CGR-253	Digital Illustration	\$30
CGR-255	Game Design & Development III	\$30
CGR-256	Game Design/Dev Final Project	\$30
CGR-260	Comic Book Design	\$30
CHI-101	Elementary Chinese I	\$14
CHI-102	Elementary Chinese II	\$14
CHM-010	Prep for Chemistry	\$19
CHM-101	General Chemistry I	\$19
CHM-101H	Honors Gen Org & Biolog Chem I	\$19
CHM-102	General Chemistry II	\$19
CHM-111	Chemistry I-Science	\$19
CHM-112	Chemistry II	\$19
CHM-120	Chemistry-Fire Sci	\$19



Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 12	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

CHM-130	Gen Org/Bio Chem-DH	\$19
CHM-140	Chemistry & Society	\$19
CHM-140H	Honors Chem & Society	\$19
CHM-145	Intro to Forensic Science	\$19
CHM-150	Chemistry of Art Materials	\$19
CHM-160	Fundamentals of Food Science	\$19
CHM-221	Organic Chemistry I	\$19
CHM-222	Organic Chemistry II	\$19
CIM-101	Machine Shop Practices	\$19
CIM-110	Intro to Technical Careers	\$14
CIM-115	Microcontroller Applications	\$19
CIM-202	Conventional Machinist	\$19
CIM-211	PLC Programming	\$19
CIM-212	Advanced PLC Programming	\$19
CIM-219	CNC Machinist	\$19
CIM-221	CNC Programming & CAM	\$19
CIM-222	Advanced CNC & CAM	\$19
CIM-231	Motors, Controllers & Sensors	\$19
CIM-251	CIM Integration/Project	\$24
CIM-255	Precision Machining Project	\$19
CIS-005	Computer Fundamentals	\$19
CIS-101	Personal Comp Apps	\$19
CIS-102	Spreadsheets	\$19
CIS-103	Database Management	\$19
CIS-181	Linux/UNIX Essentials	\$19
CIS-187	Linux/Unix Admin I	\$19
CIS-191	Internet: Tools and Techniques	\$19
CIS-192	Practical Appl of Website Mgt	\$19
CIS-206	Adv Computer Concepts/Apps	\$19
CIS-225	Project Management Essentials	\$19
CIS-231	Sys Analysis & Des	\$19
CIS-236	SQL Fundamentals II	\$19
CIS-237	Relational Database Concepts	\$19
CIS-238	Database Security & Protection	\$19
CIS-241	Relational Datab Mgt I	\$19
CIS-242	Relational Datab Mgt II	\$19
CIS-243	Relational Datab Mgt III	\$19
CIS-245	Database Admin Using Oracle	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 13	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

CIS-246	Database Admin Oracle II	\$19
CIS-282	UNIX OSD: Disk Subsystem	\$19
CIS-284	Shell Programming Under UNIX	\$19
CIS-285	Linux-Unix Networking Security	\$19
CIS-287	TCP/IP Communications/UNIX	\$19
CIS-288	Linux/UNIX Administration	\$19
CIS-289	Linux/Unix Server Security	\$19
COL-010	The College Experience	\$14
COM-103	Intro to Journalism	\$14
COM-141	Intro to Broadcasting I	\$14
COM-143	Intro to Electronic Media	\$14
COM-145	Intercultural Comm	\$14
COM-150	Sportscasting	\$30
COM-151	Sportscasting Practicum I	\$30
COM-206	Video Field Production	\$19
COM-208	New Media Promotions	\$19
CSC-101	Computer Literacy	\$19
CSC-102	Information Lit in Digital Era	\$19
CSC-102H	Honors Information Lit in Dig Era	\$19
CSC-105	Fundamentals of Programming	\$19
CSC-111	Introduction to Programming	\$19
CSC-120	Programming for New Media	\$19
CSC-121	Structured Prog(C++)	\$19
CSC-122	Computer Sci I	\$19
CSC-151	HTML Programming	\$19
CSC-152	JavaScript for the Web	\$19
CSC-161	Intro to Java	\$19
CSC-213	Visual Basic I	\$19
CSC-214	Visual Basic II	\$19
CSC-215	Visual Basic III	\$19
CSC-223	Computer Sci II	\$19
CSC-224	Advanced C++	\$19
CSC-226	Programming Languages	\$19
CSC-240	Computer Organization	\$19
CSC-252	XML & Related Tech I	\$19
CSC-262	Advanced Java	\$19
CSC-263	Web Component Dev in Java	\$19
CST-102	Intro to Networking	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 14	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

CST-103	Microcomputer Op Sys I/Wkst	\$19
CST-106	Microcomputer Op Sys II/Serv	\$19
CST-109	Building/Upgrading/Repairing	\$19
CST-201	Advanced Networking	\$19
CST-204	Computer and Network Security	\$19
DAS-111	Fundamentals of Chairside Assisting	\$44
DAS-120	Dental Radiology	\$44
DAS-125	Preventive Dentistry	\$23
	Biological Science for the Dental	
DAS-141	Assistant	\$0
	Infection Control for the Dental	
DAS-143	Assistant	\$23
DAS-151	Dental Laboratory Procedures I	\$23
DAS-152	Dental Laboratory Procedures II	\$23
DAS-160	Supervised Clinical Experience	\$23
DHY-120	Dental Radiology	\$
DHY-130	Dental Anatomy	\$
DHY-151	Dent Hyg I – Pre-Clin	\$
DHY-152	Dent Hyg II – Clinic	\$44
DHY-162	Dent Lab Procedures	\$44
DHY-252	Local Dental Anesthesiology	\$44
DHY-253	Dent Hyg III – Clinic	\$44
DHY-254	Dent Hyg IV – Clinic	\$44
EDU-104	Learning Communities I	\$14
EED-205	Creative Arts: Early Chd Learn	\$14
EET-101	E/E Principles	\$19
	Introduction to Electricity and	
EET-105	Electronics	\$19
EET-201	Electrical Circuits	\$19
EET-211	Electronics I	\$19
EET-212	Electronics II	\$19
EET-213	Electronic Communications	\$19
EET-221	Digital Circuits	\$19
EET-241	Robotics	\$19
EET-251	Electronic Projects	\$19
EGR-101	Introduction to Engineering	\$19
EGR-103	Technical Drawing	\$19
EGR-201	Statics	\$14

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 15	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

EGR-211	Engineering Circuit Analysis	\$19
EGR-250	Elec/Computer Engine: Digital	\$19
EGR-251	Elec/Computer Engine: Electronic	\$19
EMT-100	Emergency Medical Tech	\$44
EMT-101	Emergency Med Technician	\$44
ENG-005	Pathways to Reading & Writing	\$14
ENG-011	Reading Skills I	\$14
ENG-012	Reading Skills II	\$14
ENG-013	Reading Skills III	\$14
ENG-021	Writing Skills I	\$14
ENG-022	Writing Skills II	\$14
ENG-023	Writing Skills III	\$14
ENG-101	English Comp I	\$14
ENG-101H	Honors English Comp I	\$14
ENG-102	English Comp II	\$14
ENG-102H	Honors English Comp II	\$14
ENG-221	Creative Writing	\$14
ENG-241	Technical Writing	\$14
ESL-002	Intro ESL Writing & Grammar	\$14
ESL-003	Intro ESL Reading & Oral Grammar	\$14
ESL-061	ESL Write & Grammar 1	\$14
ESL-062	ESL Write & Grammar 2	\$14
ESL-063	ESL Write & Grammar 3	\$14
ESL-071	ESL Read & Vocabulary 1	\$14
ESL-072	ESL Read & Vocabulary 2	\$14
ESL-073	ESL Read & Vocabulary 3	\$14
ESL-081	ESL Listening & Speaking 1	\$14
ESL-082	ESL Listening & Speaking 2	\$14
ESL-083	ESL Listening & Speaking 3	\$14
ESL-094	English for Academic Purposes	\$14
ESP-101	Intro to Esports	\$19
ESP-102	History of Esports and Gaming	\$19
ESP-111	Esports Event Management	\$19
ESP-112	Business Success in Esports	\$19
ESP-113	Sociocultural Influences on Esports	\$19
ESP-114	Group Dynamics of Esports	\$19
FIR-106	NJ Firefighter II	\$14
FLM-105	Film: Struct Light Sound Space	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 16	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

FLM-110	Filmmaking I	\$19
FLM-210	Filmmaking II	\$19
FNS-200	Comm Nutrition Rotation	\$19
FNS-220	Quantity Food Production	\$21
FNS-240	Food Service Rotation	\$19
FNS-250	Clinical Nutrition Rotation	\$19
FRE-101	Elem French I	\$14
FRE-102	Elem French II	\$14
FRE-201	Inter French I	\$14
FRE-202	Inter French II	\$14
FRE-203	Introduction to French Culture	\$14
FSC-110	Intro to Forensic Osteology	\$19
FSC-120	Intro to Forensic Toxicology	\$19
GER-101	Elementary German I	\$14
GER-102	Elementary German II	\$14
GER-201	Inter German I	\$14
GRK-101	Elem Classical Greek I	\$14
GRK-102	Elem Classical Greek II	\$14
HIT-101	Intro to Health Information	\$19
HIT-110	Health Informatics	\$19
HIT-115	Healthcare Reimbursement	\$14
HIT-120	Medical Terminology	\$14
HIT-130	Intro to Ambulatory Coding	\$14
HIT-134	Basic Pathophysiology	\$14
HIT-135	Medical Coding Internship	\$14
HIT-140	Diag & Procd Coding I	\$14
HIT-150	Technical Practical Experience	\$14
HIT-202	Stat Meth for Health Info	\$19
HIT-205	Legal & Ethical Issues in HIT	\$14
HIT-215	Advanced Ambulatory Coding	\$19
HIT-220	Professional Practice Exp	\$14
HIT-235	Org Resources, Qi & Pi	\$19
HIT-240	Diag & Procd Coding II	\$19
HPE-107	Badminton	\$14
HPE-108	Aerobic Dance	\$14
HPE-110	Coed Aerobic Fit/Exer	\$14
HPE-113	Volleyball	\$14
HPE-114	Personalized Fitness	\$14

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 17	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

HPE-119	Cardio Kickboxing	\$14
HPE-120	Fitness with Balls & Bands	\$14
HPE-121	Beginning Golf	\$14
HPE-122	Inter Golf	\$14
HPE-123	Taekwondo I	\$14
HPE-124	Tai Chi	\$14
HPE-125	Self-Defense I	\$14
HPE-126	Pilates Based Conditioning	\$14
HPE-127	Exercise Tech/Prescription	\$14
HPE-128	Taekwondo II	\$14
HPE-131	Beginning Tennis	\$14
HPE-141	Hatha Yoga	\$14
HPE-142	Inter Hatha Yoga	\$14
HPE-143	Intro/Holistic Prac	\$14
HPE-145	Wellspring Fit Lab I	\$14
HPE-146	Wellspring Fit Lab II	\$14
HPE-161	Weight Training	\$14
HPE-162	Inter Weight Training	\$14
HPE-170	First Aid/Safety/Prev	\$19
HPE-180	Community CPR/ARC	\$27
	Basic Life Support (BLS) "C"	
HPE-181	Course AHA	\$36
HPE-195	Concepts of Ind/Dual Sports	\$19
HPE-201	Intro to Sport Management	\$14
HPE-211	Thry/App Phy Train I	\$14
HPE-220	Exercise Physiology	\$19
HSR-001	Self Advocacy Dev Disabilities	\$19
IEP-201	ASL for Interpreters	\$14
IEP-202	Consec Interpreting	\$14
IEP-203	Simul Interpreting	\$14
IEP-204	Interpreting Seminar	\$14
IEP-205	Voicing	\$14
IEP-207	Interpreting Pract	\$14
IEP-208	Two-Way Bilingual Immersion	\$14
IEP-209	Interpret/Spec Setting	\$14
IEP-211	Lang Develop/Ed Interpreter	\$14
IEP-212	Legal/Ethical Issues Ed Interp	\$14
IEP-213	Curr Dev/Meth Instru/Edu Int	\$14

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 18	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

IEP-214	Deaf-Blind Int Strat/Edu Int	\$14
ITA-101	Elementary Italian I	\$14
ITA-102	Elementary Italian II	\$14
ITA-201	Inter Italian I	\$14
ITA-202	Inter Italian II	\$14
LAT-101	Elementary Latin I	\$14
LAT-102	Elementary Latin II	\$14
LAT-201	Inter Latin I	\$14
LFO-101	Intro Photonics & Photo Safety	\$19
LFO-103	Laser Safety/App in Medicine	\$19
LFO-201	Photonic Materials	\$19
LFO-211	Photo Optic Prin/Comp	\$19
LFO-212	Pulsed & CW Lasers	\$19
LFO-221	Photonic & Electro-Opt Devices	\$19
LFO-231	Photonic Measurements	\$19
LFO-241	Intro to Fiber Optics	\$19
LFO-242	Advanced Fiber Optics	\$19
LFO-243	Fiber Optic Comm/Install	\$19
LFO-294	Fiber Optic Project	\$19
MET-221	Quality Control	\$19
MET-231	Strength of Materials	\$19
MET-232	Manufacturing Processes	\$19
MET-233	Project Design	\$19
MET-237	Manufacturing Methods	\$19
MET-241	Machine Design	\$19
MET-242	Design of Machine Elements	\$19
MKT-125	Prin of E-Commerce	\$14
MTH-005	Consumer Math	\$14
MTH-011	Prealgebra	\$14
MTH-029	Elem Algebra Traditional	\$14
MTH-100	Algebraic Concepts	\$14
MTH-101	Concepts of Math	\$14
MTH-103	Topics in Mathematics	\$14
MTH-105	Math Sys I: Structures	\$14
MTH-106	Math Sys II: Geometry	\$14
MTH-107	Math For Liberal Arts	\$14
MTH-109	Intermediate Algebra Extended	\$14
MTH-111	Intro to Statistics	\$14

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 19	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

MTH-112	Elem of Statistics II	\$14
MTH-114	College Algebra/Bus & Soc Sci	\$14
MTH-117	Explorations in Math Thoughts	\$14
MTH-117H	Honors Explor Math Thoughts	\$14
MTH-120	College Algebra	\$14
MTH-122	Applied Calculus	\$14
MTH-123	Pre-Calculus Math I	\$14
MTH-124	Pre-Calculus Math II	\$14
MTH-125	Accelerated Precalc	\$14
MTH-129	Discrete Math	\$14
MTH-130	Trig & Analytic Geom	\$14
MTH-132	Statistics for Tech	\$14
MTH-134	Biostatistics	\$19
MTH-140	Calculus I	\$14
MTH-140H	Honors Calculus I	\$14
MTH-145	Linear Algebra	\$14
MTH-150	Calculus II	\$14
MTH-171	Statistics I	\$14
MTH-172	Statistics II	\$14
	Mathematical Systems III: Structures	
MTH-205	II	\$14
MTH-210	Calculus III	\$14
MTH-220	Differential Equations	\$14
MUS-104	Aural Theory I	\$14
MUS-106	World Music Cultures	\$14
MUS-125	Class Piano I	\$18
MUS-127	Fund of Music/Sound Engineers	\$19
MUS-128	Keyboarding Tech for Sound Eng	\$19
MUS-129	Intro to Audio Recording	\$19
MUS-131	MIDI	\$14
MUS-133	Audio Recording Techniques I	\$19
MUS-134	Audio Recording Techniques II	\$19
MUS-135	MIDI/DAW I	\$19
MUS-136	MIDI/DAW II	\$19
MUS-200	Aural Theory II	\$14
MUS-201	Class Piano II	\$18
MUS-227	Live Sound Recording	\$19
MUS-229	Basic Studio Maintenance	\$19



Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 20	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

MUS-230	Audio Production	\$19
MUS-231	Mixing Audio	\$19
MUS-232	Sound Design	\$19
MUS-233	Adv. Audio Production & Mixing	\$19
NUR 108	Foundations of Practical Nursing	<del>\$500-630</del> flat fee
NUR 109	Practical Nursing I	<del>\$560-690</del> flat fee
NUR-110	Maternal Child Prac Nursing	\$130
NUR-111	Practical Nursing II	<del>\$660-790</del> flat fee
	Trends/Issues/Advan Practical	
NUR-112	Nursing	<del>\$340-470</del> flat fee
NUR-116	Practical Nursing/Mental Hlth	\$134
NUR-219	Transition to Prof Nursing	<del>\$150430</del>
NUR-220	Nursing I	<del>\$500-630</del> flat fee
NUR-221	Nursing II	<del>\$650-780</del> flat fee
NUR-223	Nursing III	<del>\$650-780</del> flat fee
OMT-103	Oph Optics/Medical Tech	\$19
OMT-104	Clinical Procedures I	\$19
OMT-203	Clinical Rotation I	\$30
OMT-204	Clinical Procedures II	\$14
OMT-213	Clinical Rotation II	\$-44
OPH-104	Ophthalmic Lab I	\$19
OPH-105	Ophthalmic Lab II	\$19
OPH-111	Ophth Mat Lec I	\$19
OPH-112	Ophth Mat Lec II	\$19
OPH-130	Anatomy of the Eye	\$19
OPH-131	Intro Contact Lenses	\$19
OPH-203	Ophth Mat Lab III	\$19
OPH-204	Ophth Mat Lab IV	\$19
OPH-220	Optic Principles	\$19
OPH-232	Contact Lens Fit I	\$19
OPH-233	Contact Lens Fit II	\$19
OPH-240	Ophthalmic Disp I	\$19
OPH-241	Ophthalmic Disp II	\$19
OPH-250	Ophthalmic Clinic I	\$46
OPH-251	Ophthalmic Clinic II	\$46
OPH-270	Ophth Disp Off Proced	\$19

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 21	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

OST-110	Microcomputer Keyboarding	\$19
OST-111	Keyboarding I	\$19
OST-112	Keyboarding II	\$19
OST-113	Keyboarding & Doc Proc	\$19
OST-123	Intro Microsoft Word	\$19
OST-131	Shorthand I	\$19
OST-151	PowerPoint	\$19
OST-201	Virtual Entrepreneurship I	\$14
OST-202	Virtual Entrepreneurship II	\$14
OST-205	Digital Tools Virtual Business	\$14
OST-213	Keyboarding III	\$19
OST-241	Admin Office Procedures	\$14
PAR-101	Intro Paralegal Studies	\$14
PAR-102	Litigation & Civil Procedures	\$14
PAR-201	Legal Research & Writing I	\$19
PAR-202	Legal Research & Writing II	\$19
PAR-203	Family Law	\$14
PAR-204	Real Estate Law	\$14
PAR-205	Estate and Probate	\$14
PAR-207	Bankruptcy Basics	\$14
PAR-210	Law Office Management	\$19
PHO-101	Photography I	\$22
PHO-102	Photography II	\$22
PHO-111	Hist of Photography	\$14
PHO-221	Studio Photography	\$22
PHO-226	Digital Photography	\$22
PHO-291	Indep Study-Photo	\$19
PHY-101	Physics I	\$19
PHY-102	Physics II	\$19
PHY-103	Physics I Non-Science	\$19
PHY-201	Physics III	\$19
PHY-202	Physics IV	\$19
PHY-203	Applied Optics	\$19
RUS-101	Elementary Russian I	\$14
RUS-102	Elementary Russian II	\$14
SLS-201	ASL Linguistics	\$14
SLS-202	American Deaf Culture	\$14
SLS-203	Intro to Interpreting	\$14

Camden County College  
Board of Trustees Policy

Subject:  Credit Tuition and Fees	Number: 427	Page 22	Of 22
	Date: <del>May 2, 2023</del> February 6, 2024		
	Supersedes: May 4, 2021, October 2, 2019, May 7, 2019, May, 1, 2018, March 7, 2017, September 8, 2015, May 5, 2015, October 7, 2014, May 6, 2014, February 4, 2014, October 1, 2013, February 5, 2013, October 9, 2012, May 1, 2012, May 3, 2011, February 1, 2011, May 4, 2010, January 6, 2009 October 7, 2008, May 6, 2008, Feb. 6, 2008, Feb. 7, 2007 and April 4, 1995		
	Last Reviewed: May 2, 2023		

Formatted: Font: 10 pt

SPA-101	Elementary Spanish I	\$14
SPA-102	Elementary Spanish II	\$14
SPA-201	Inter Spanish I	\$14
SPA-202	Inter Spanish II	\$14
SPA-203	Intro to Hispanic Culture	\$14
SPA-204	Conversational Spanish	\$14
SPE-102	Public Speaking	\$14
SPE-102H	Honors Public Speaking	\$14
SPE-211	Interpersonal Comm	\$14
SRG-102	Fundamentals of Surgical Technology	\$168 flat fee
SRG-112	Surgical Procedures I	\$ 44
SRG-118	Clinical Rotation I	\$27
SRG-212	Surgical Procedures II	\$14
SRG-218	Clinical Rotation	\$27
THE-131	Voice & Diction	\$14
THE-141	Acting I	\$14
THE-233	Playwriting	\$14
THE-242	Acting II	\$14
THE-253	Stagecraft I	\$14

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO  
WATERMARK INSIGHTS, 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 including early alert predictive software that allows the college to timely identify at risk students. Retention is crucial to enrollment and as a metric to student success. The overall student retention rate at CCC is 61% for full-time students and 46% for part-time students. Increased retention requires identifying and intervening with the at-risk population. This system will allow the College to move from a passive advisement construct to an active, intrusive model in which students receive academic and support services when they can be of most benefit; and Aviso assets and program are now the product of or succeeded by **WATERMARK Insights, LLC**; as successor; and

**WHEREAS**, contract provisions offered by the vendor are greatly expanded and also involve consulting and professional services and it is the recommendation of Anne Daly-Eimer, Executive Dean of Student Affairs, Dr. David Edwards, Executive Vice President of Academic Affairs and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to **Watermark Insights, LLC. (#FY24BEDC-10)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of \$ **\$51,175.80** with terms commencing on **March 1, 2024 through February 28, 2025**; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #528150-62208 and she 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 one-year non-fair and open contract be and is hereby AWARDED to **Watermark Insights, LLC. (#FY24BEDC-10)** to provide the College with Student Retention Software in the anticipated amount of **\$51,175.80** with terms commencing on **March 1, 2024 through February 28, 2025**; and

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

**SUMMARY STATEMENT**

This resolution awards a two-year non-fair and open contract to **Watermark Insights, LLC.** for Student Retention Software and professional Consulting services in the anticipated amount of **\$51,175.80** during the period of **March 1, 2024 through February 28, 2025**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**RESOLUTION AUTHORIZING AN EXTENSION OF THE FACILITY USE AGREEMENT BETWEEN CAMDEN COUNTY COLLEGE AND THE AMERICAN RED CROSS, NJ REGION FOR DISASTER RELIEF SHELTER DURING EMERGENCY IN CONJUNCTION WITH OEM**

**WHEREAS**, N.J.S.A 18A:64A-12, et seq. authorizes the Board to enter into agreements or contracts with any agency of any government body or any entity for contracts which are deemed advisable for purposes for which the county college was authorized by its statute; and

**WHEREAS**, N.J.S.A. 18A:64A-11 authorizes the Board to have custody, control and management of all college property and N.J.S.A. 18A: 64A-12 (j) authorizes the Board to enter into contracts with any Federal entity or other private entity it determines necessary or advisable for carrying out the provisions of its mission and inherent therein is the authority to determine that the College assets may be put to the greater college community public use and welfare and may be utilized for emergency relief of its students, local neighbors and citizens; and

**WHEREAS**, American Red Cross, NJ Region (“Red Cross”) is a local chapter of The American National Red Cross non-profit "corporation" which is a Federally chartered instrumentality of the United States and a body corporate and politic and which is chartered by the U.S. Congress to conduct its charitable and emergency services; and in conjunction with the Camden County Government whose OEM has requested that Red Cross be permitted to provide services during the OEM disaster relief and the College is desirous of complying so as to coordinate with the County Facility Use Agreement for Emergency Relief for extreme disaster situations which the Board has already approved; and

**WHEREAS**, the Red Cross has need to have in place a shelter to provide disaster relief services and the College with the County have established contingencies for emergency sheltering in this part of the county and the County OEM requires the assets and resources of the Red Cross in an emergency; and

**WHEREAS** the Board by Resolution last year authorized Staff to offer an agreement to Red Cross in conjunction with Camden County OEM and authorized what it believed to be an initial year. However, the Red Cross Facility Use Agreement ultimately allowed for its role as an inactive contingency and that either side could commence termination thirty (30) days after one side presents a termination Notice. The Board last January authorized an initial one (1) year at that time. However, the College can now either: 1) determine to approve for another set period; or 2) simply accept the agreement term as continuing as stated until a discontinuation Notice is issued by either side; and

**WHEREAS** the College staff, namely Chief Robert Doyle, Acting Director of Public Safety and Karl McConnell, General Counsel recommends that the Board approve the existing contingency term of agreement going forward as currently stated in order to more closely occur in conjunction with the SSA terms of the County OEM;

RESOLUTION NO. FY2024-134

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Camden County College authorize and approve the extension of the Facility Use and License Agreement with the American Red Cross, NJ Region for use of certain available facilities in connection with disaster relief activities of the County OEM and that will not otherwise disrupt College operations as deemed acceptable to the President of the College; and

**BE IT FURTHER RESOLVED** that the proper officials be and are hereby authorized to negotiate all details and further terms and are authorized to execute documents necessary to affect such an agreement with the American Red Cross, NJ Region as may be necessary and appropriate in connection herewith to effectuate this resolution of the Board of Trustees.

**SUMMARY STATEMENT**

This resolution authorizes the College to continue the existing Facility Use Agreement with the American Red Cross, NJ Region and Camden County College for disaster relief shelter in accordance with the terms to be established by staff in conjunction with the SSA agreement with Camden County OEM and as staff further deems appropriate.

**RESOLUTION AUTHORIZING AGREEMENT BY AND BETWEEN WEICHERT REAL ESTATE SCHOOL AND CAMDEN COUNTY COLLEGE**

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

**WHEREAS**, in order to be a licensed real estate salesperson in the State of New Jersey, qualified individuals must complete certain pre-licensing requirements and pass a state examination administered by the New Jersey Real Estate Commission; and

**WHEREAS**, the College has an approved course in real estate sales entitled Real Estate Sales; and

**WHEREAS**, Weichert Real Estate School is currently licensed by the State of New Jersey to offer a 75-hour New Jersey pre-licensing real estate sales course; and

**WHEREAS**, the College and Weichert Real Estate School desire to deliver the required New Jersey pre-licensing real estate course offered at the College for the period of January 1, 2024 – December 31, 2024; and

**WHEREAS**, the College will register students and collect all course tuition and fees. The total tuition charged will be \$399 including registration fee, textbook and tuition (the "Tuition"). Students registering for online training will be charged an additional \$15 for shipping of the textbook which is payable directly to Weichert. The College will pay Weichert Real Estate School \$299 per student for a qualified, licensed instructor(s) for the course and all instructional materials each time it is offered; and

**WHEREAS**, Margo Venable, Executive Dean of School, Community, and Workforce Training Programs, recommends that the Board agree to allow the College to enter into this agreement; and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Trustees of Camden County College that an agreement with Weichert Real Estate School for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Course is hereby approved; and

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

**SUMMARY STATEMENT**

This resolution authorizes an agreement between Weichert Real Estate School and Camden County College for the delivery of the 75-hour New Jersey Pre-Licensing Real Estate Sales Courses for the period of January 1, 2024 to December 31, 2024.

RESOLUTION NO. FY2024-136

**RESOLUTION ACCEPTING QUARTERLY FINANCIAL REPORT  
FOR THE PERIOD ENDING JUNE 30, 2023**

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

**WHEREAS**, the attached report is submitted for the Quarter ending June 30, 2023; and

**WHEREAS**, the report presents operating results for the period as well as year-to-date performance including: a comparison of revenue – budget-to-actual for Q4 FY2023; revenues – FY2023 compared to FY2022; expenditures – budget to actual for Q4 FY2023; expenditures – FY2023 compared to FY2022 and a summary; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees hereby accepts the financial report for the period ending June 30, 2023 as submitted.

**SUMMARY STATEMENT**

This resolution authorizes the acceptance of the financial report for the fourth quarter of fiscal year 2023, ending June 30, 2023.



**Camden County College**  
**Board of Trustees Quarterly Financial Report**  
**Q4 – FY2023 – June 30, 2023**

This report contains results for the quarter ending June 30, 2023. It was presented at the January 25, 2024 meeting of the Business Affairs and Campus Development Committee and the February 6, 2024 Board of Trustees meeting. The narrative focuses on year end results. The detailed report includes both quarterly and year-to-date figures.

***Revenues – Budget vs. Actual Q-4 FY2023***

The College experienced a net increase in revenue of \$351,129 over the budgeted FY 2023 revenue. Credit tuition and fees were up \$650,723. Increases are attributed to higher than anticipated enrollments. State Aid was up by \$684,892 as a result of the new funding formula that distributed state aid across the eighteen County Colleges. Miscellaneous revenue was down \$943,659. Lower revenue from the Gateway to College program contributed to this decrease.

***Revenues – FY2023 vs. FY2022***

Overall, revenues for FY 2023 decreased \$6.8 million in comparison to FY 2022. Revenue from the tuition and fees is approximately \$400,000 higher than last year. Continuing Education revenue is also up by \$277,731 in comparison to FY 2022. Miscellaneous revenue is approximately \$8M lower than last year. The lower CARES Act funding contributed to this decrease.

***Expenditures – Budget vs. Actual Q-4 FY2023***

The extension of CARES Act funding and the reduction of all other costs produced overall actual expenditures of \$1.3 million less than budgeted. The largest decrease was in salaries of approximately \$1.4 million.

***Expenditures - FY2023 vs. FY2022***

Expenditures between fiscal years increased by approximately \$5.5 million. All categories were up in comparison to last year as a result of the reduced CARES Act funding in FY 2023. In addition, other expenses increased by \$1.1 million which included \$1,089,862.64 debt service payment to the County.

***Summary***

With the extension of the CARES Act funding, additional funding from the State and the slight increase in enrollments, the administration was able to reduce the original budgeted shortfall from \$5,083,847 to \$3,395,261.

**CAMDEN COUNTY COLLEGE**  
**Board of Trustees Quarterly Financial Report**

**Qtr 4 - FY2023**

	Current Period					Year-to-Date					Year Over Year to Date		
					% of					% of			
	Original Budget	Revised Budget	Actual	Variance	Revised Budget	Original Budget	Revised Budget	Actual	Variance	Revised Budget	2022 Actual	2023 Variance	Var %
<b>Revenues</b>													
State Aid	2,400,724	2,400,724	2,544,415	143,691	105.99%	9,602,894	9,602,894	10,287,786	684,892	107.13%	9,602,894	684,892	107.13%
County Aid	3,187,500	3,187,500	2,318,146	(869,354)	72.73%	12,750,000	12,750,000	12,638,856	(111,144)	99.13%	12,750,000	(111,144)	99.13%
Credit Tuition	4,125,000	4,125,000	(276,056)	(4,401,056)	-6.69%	16,500,000	16,500,000	17,056,609	556,609	103.37%	16,830,253	226,356	101.34%
Credit Fees	2,125,000	2,125,000	37,981	(2,087,019)	1.79%	8,500,000	8,500,000	8,594,114	94,114	101.11%	8,405,921	188,193	102.24%
Continuing Ed	653,750	653,750	364,512	(289,238)	55.76%	2,615,000	2,615,000	2,685,317	70,317	102.69%	2,407,586	277,731	111.54%
Miscellaneous Revenue	3,645,963	3,645,963	3,472,682	(173,281)	95.25%	9,500,000	9,500,000	8,556,341	(943,659)	90.07%	16,670,055	(8,113,714)	51.33%
<b>Total Revenues</b>	<b>16,137,937</b>	<b>16,137,937</b>	<b>8,461,680</b>	<b>(7,676,257)</b>	<b>52.43%</b>	<b>59,467,894</b>	<b>59,467,894</b>	<b>59,819,023</b>	<b>351,129</b>	<b>100.59%</b>	<b>66,666,709</b>	<b>(6,847,686)</b>	<b>89.73%</b>
<b>Expenditures</b>													
Salaries	8,865,296	8,843,109	7,745,073	1,098,036	87.58%	35,461,044	35,372,295	33,968,839	1,403,456	96.03%	32,374,169	1,594,670	104.93%
Benefits	3,276,425	3,276,425	2,907,591	368,834	88.74%	13,105,700	13,105,700	13,143,710	(38,010)	100.29%	12,184,604	959,106	107.87%
Contractual Services	1,956,320	1,983,992	1,953,015	30,977	98.44%	7,825,239	7,935,922	7,295,147	640,775	91.93%	6,191,394	1,103,753	117.83%
Supplies	514,108	534,098	412,573	121,525	77.25%	2,056,330	2,136,286	1,521,668	614,618	71.23%	1,313,161	208,507	115.88%
Utilities	839,057	823,349	1,110,565	(287,216)	134.88%	3,356,211	3,293,381	3,905,435	(612,054)	118.58%	3,337,681	567,754	117.01%
Other Expenses	681,711	670,994	1,669,591	(998,597)	248.82%	2,726,717	2,683,857	3,366,569	(682,712)	125.44%	2,212,790	1,153,779	152.14%
Capital	5,125	6,076	3,250	2,826	53.49%	20,500	24,300	12,916	11,384	53.15%	3,600	9,316	358.78%
<b>Total Expenditures</b>	<b>16,138,042</b>	<b>16,138,043</b>	<b>15,801,658</b>	<b>336,385</b>	<b>97.92%</b>	<b>64,551,741</b>	<b>64,551,741</b>	<b>63,214,284</b>	<b>1,337,457</b>	<b>97.93%</b>	<b>57,617,399</b>	<b>5,596,885</b>	<b>109.71%</b>
<b>Net</b>	<b>(105)</b>	<b>(106)</b>	<b>(7,339,978)</b>			<b>(5,083,847)</b>	<b>(5,083,847)</b>	<b>(3,395,261)</b>			<b>9,049,310</b>		

**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 Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.* and the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) and thus is permitted to award and enter into contracts which the CCCPS has procured and awarded on behalf of its members; and

**WHEREAS**, the Camden County Commissioners (County) as the Lead Agency for CCCPS received and publicly opened Bids #A-57/2023 on December 8, 2023 for Maintenance and Repair Services for Elevators, Escalators and Dumbwaiters with a second-year option; and

**WHEREAS**, it is the recommendation of Helen Antonakakis, Executive Director for Finance and Planning and Melissa Manera, Manager of Purchasing to award the maintenance and repair service of elevators, escalators and dumbwaiters to 3 Phase Excel Elevator dba TEC Elevator, Inc. with those bid terms commencing January 1, 2024 to December 31, 2024 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 **3Phase Excel Elevator dba TEC Elevator, Inc.** on an as-needed basis in the anticipated amount of **\$100,000.00** with contract terms commencing on **January 1, 2024 through December 31, 2024** with an option in the College’s favor for an additional one-year renewal at the same contract terms if exercised by the CCCPS and then if also exercised by the College; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate any appropriate further and additional terms and to execute all such documents or other instruments and to make appropriate arrangements to 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-57/2023 to **3Phase Excel Elevator dba TEC Elevator, Inc.** from January 1, 2024 through December 31, 2024 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.

RESOLUTION NO. FY2024-138

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR  
COSMETOLOGY EQUIPMENT AND SUPPLIES AND AUTHORIZING PURCHASING  
FROM DEPARTMENTAL VENDOR OF CHOICE, NEW JERSEY STATE CONTRACT  
AND THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY  
COOPERATIVE PRICING SYSTEM**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised seeking bids for **Cosmetology Equipment and Supplies**, Bid #FY24ITB-17 and #FY24ITB-20; and responding Bids were received as attached below under “Bid Responses”; and

**WHEREAS** no-bid responses were received for items: #1, #12, #15, #19, #24, #26, #32, #43, #54, #56, #64, #69, #89, #90, #93, #94, #99, #101, #102, #104, #121, #124, #142, #145, #146, #155, #167, #170, #171, #173, #174, #179, #184, #189, #190, #195, #198, #205, #253 – #255, #259, #263, #266, #267, #274, #279, #284, #285, #289, #291, #292, #296 and #310 twice. The College will utilize a previously awarded Cengage Learning Contract, New Jersey State Contract and the Educational Services Commission of New Jersey Cooperative Pricing System for these items; and

**WHEREAS**, items #3 thru #10, #12, #15, #19, #43, #64, #69, #89, #90, #93, #94, #101, #102, #104, #121, #122, #124, #142, #145, #146, #155, #167, #173, #179, #195, #198, #205, #253 - #255, #259, #263, #266, #267, #274, #284, #285, #289, #291, #292, #296, #301 and #310 are rejected as the department no longer requires these items; and

**WHEREAS**, Margo Venable, Executive Dean of School Community and Workforce Training Programs, Kaina Hanna, Associate Dean of Workforce Training and Continuing Education; Melissa Manera, Manager of Purchasing and Helen Antonakakis, Executive Director for Finance and Planning recommend that the vendors identified below are recommended by the department to award contracts for the specific items noted; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #9220687-60720 and #9250681-60720.

**THEREFORE, BE IT RESOLVED** by the BOARD to AWARD contracts for **Cosmetology Equipment and Supplies FY24ITB-20** as listed below as follows:

- 1) **The Burmax Company**; and
- 2) **Salon Equipment USA**

in the **anticipated amount of \$300,000.00** during the period of February 6, 2024 through June 30, 2026 on an as-needed basis; and

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

February 6, 2024

**SUMMARY STATEMENT**

This resolution awards the bid contracts to The Burmax Company and Salon Equipment, USA for Cosmetology Equipment and Supplies on an as-needed basis in the anticipated amount of \$300,000.00 with terms commencing on February 6, 2024 through June 30, 2026. The College will utilize a previously awarded Cengage Learning Contract, New Jersey State Contract and the Educational Services Commission of New Jersey Cooperative Pricing System for these items. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**Bid Responses for**  
**Cosmetology Equipment and Supplies**  
**(Bid #FY24ITB-20)**

<b>Bidders</b>	<b>Total Bid</b>	<b>% Discount on Misc. Items</b>
The Burmax Company Holtsville, NY	\$4,534.08	5 %
Salon Equipment, USA Raleigh, NC	\$5,880.85	45 % plus shipping

**Itemized Award Listing for Cosmetology Supplies and Equipment bid (#FY24ITB-20)**

***The Burmax Company for Items:*** #16 thru #18, #20 thru #22, #25, #27 thru #31, #33 thru #42, #44 thru #53, #55, #57 thru #63, #65 thru #68, #70 thru #88, #91, #92, #95 thru #98, #100, #103, #105 thru #120, #123, #125 thru #141, #143, #144, #147 thru #154, #156 thru #166, #168, #169, #172, #175 thru #178, #180 thru #183, #185 thru #188, #191 thru #194, #196, #197, #199 thru #204, #206 thru #252, #256 thru #258, #260 thru #262, #264, #265, #268 thru #273, #278, #280 thru #283, #286 thru #288, #290, #293 thru #295, #297 thru #300, #302 thru #309, #311 and #312; and

***Salon Equipment, USA for Items:*** #2, #11, #13 and #14; and

**Itemized Award Listing for Cengage Learning Inc. (FY23BEDC-19)**

***Cengage Learning Inc. for Item:*** #1; and

**Itemized Award Listing for New Jersey State Contract:**

***Lowe's Home Centers, LLC. for Items:*** #24, #26, #99, #170, #171, #174, #189, #190 and #279; and

**Itemized Award Listing for Educational Services Commission of New Jersey Cooperative Pricing System:**

***The Burmax Company for Items:*** #32, #54 and #56; and

***W B Mason for Item:*** # 154.

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR VARIOUS EDUCATIONAL TECHNOLOGY SUPPLIES II FROM THE DEPARTMENTAL VENDOR OF CHOICE**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Various Educational Technology Supplies** twice as **#FY24ITB-15 & #FY24ITB-18** and received no bids for **Base Bid A, Base Bid B, Base Bid D and Base Bid E** on both occasions; and

**WHEREAS**, the Engineering and Technology Department by Kevin Schmidt, Teaching Administrator/Director, has made or caused to be made a reasonable effort to determine that the same or equivalent materials or supplies are not readily available at a cost lower than the negotiated price from any local agency of the United States, the state or the county or any nearby municipality; and

**WHEREAS**, it is the recommendation of Kevin Schmidt, Teaching Administer/Director, Engineering and Technology Department; Helen Antonakakis, Executive Director for Finance and Planning and Melissa Manera, Manager of Purchasing to award a negotiated contract as identified below as being the departmental vendors of choice which was based upon terms for the negotiated contract (**#FY24NG-22**) for the bid items that received no responsive bids on **FY24ITB-18** and based upon the terms, conditions, restrictions and specifications for the negotiated contract items that are not substantially different from those which were the subject of the aforesaid bids with the vendor of choice respectively; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in account **#113520-516661, 113510-516675** and various College accounts on an as-needed basis.

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES that the negotiated contract **#FY24NG-22** for **Various Educational Technology Supplies II** be and is hereby AWARDED to the departmental vendors of choice:

**Newark in North America for Base Bid A;**  
**Mouser Electronics, Inc. for Base Bid B;**  
**Micro Electronics, Inc. for Base Bid D, and**  
**AutomationDirect.com for Base Bid E**

in the anticipated amount of **\$75,000.00 annually on an as-needed basis** with terms commencing **February 7, 2024 through November 30, 2025** pursuant to the terms and conditions for the negotiated contract; 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 to make payments to effectuate this resolution of the BOARD OF TRUSTEES.

**SUMMARY STATEMENT**

This resolution awards the negotiated contract to the departmental vendors of choice: Newark in North America; Mouser Electronics, Inc.; Micro Electronics, Inc.; and AutomationDirect.com for various educational technology supplies II which received no bids pursuant to N.J.S.A. 18A: 64A-25.5(c) on an as-needed basis. These services are required during the period of February 7, 2024 to November 30, 2025 in the anticipated amount of \$75,000.00 annually. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary. **This resolution requires a two-thirds affirmative vote of the authorized membership of the Board.**



**Various Educational Technology Supplies, II**

**Negotiated Vendors of Choice**

**FY24NG-22**

<b>Base Bid A</b>	<b>Base Bid B</b>	<b>Base Bid D</b>	<b>Base Bid E</b>
<b>Newark in North America Chicago, IL</b>	<b>Mouser Electronics, Inc. Mansfield, TX</b>	<b>Micro Electronics, Inc. St. Davids, PA</b>	<b>AutomationDirect.com Cumming, GA</b>

RESOLUTION NO. FY2024-140

**RESOLUTION AUTHORIZING PERSONNEL ACTIONS**

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

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

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

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

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

**PERSONNEL RECOMMENDATIONS**

**New Hires**

Gladys Cruz	Automotive Technician Automotive Technology Effective February 12, 2024
Tailynn Cruz	Administrative Assistant, Permanent part-time Student Support Services Effective February 12, 2024
Eden Texidor	Veterinary Nursing Lab Technician Veterinary Technology Effective February 12, 2024
Marissa Wood-Roletter	Coordinator Academic Support Services Effective February 12, 2024

**Reassignments/Transfers**

Tousha Bailey	From Adjunct Professor To Nursing-Teaching Administrator Nursing Programs Effective February 12, 2024
Denise Monte Carlo	From Business Office Assistant, Temporary part-time To Business Office Assistant, Acting - Permanent part-time Business Office Effective February 12, 2024
Nora Todd	From Program Manager, Acting To Program Manager Finance and Planning Effective February 12, 2024
Lawanda Combs	From Office Manager To Program Manager, Acting New Jersey Child Assault Prevention Effective February 12, 2024

**Salary Changes**

Elaine Smith	C Secretary, Permanent part-time Facilities Effective February 12, 2024
Danamarie Trent	Office Assistant Human Resources Effective February 12, 2024

**Separations**

Steven Bobo

Technician  
Office of Information Technology  
Effective January 26, 2024

Colleen Doyle

Student Advisor-ESL, Permanent part-time  
Student Affairs  
Effective January 26, 2024

**Leaves**

Connor Hunt

Public Safety Officer, Permanent part-time  
Public Safety  
Effective January 1, 2024 – June 30, 2024

Kathleen Polimeni

Associate Professor  
Nursing Programs  
Effective January 16, 2024 – March 3, 2024

Donald Wilkus

Coordinator  
Facilities  
Effective January 15, 2024 – June 30, 2024

Hoda Zaki

Professor  
English as a Second Language  
Effective January 16, 2024 – May 9, 2024

***Government Services Division***

**Reassignments/Transfers**

Christopher Wingate

From Government Services Officer-LEO, Temporary part-time  
To Government Services Officer-LEO, Permanent part-time  
Financial Administrative Services  
Effective February 12, 2024

**Separations**

Louella Sadler

Government Services Officer  
Financial Administrative Services  
Effective January 26, 2024

Vincent Saunders

Government Services Officer-LEO  
Financial Administrative Services  
Effective January 12, 2024

Denise Williams

Government Services Officer  
Financial Administrative Services  
Effective January 5, 2024