

John T. Hanson, Chair, called the **January 2, 2024** regular meeting of the Board of Trustees of Camden County College to order at 7:03 PM in Executive Conference Room #110, William G. Rohrer Center, Cherry Hill, 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, Susan R. Croll, John T. Hanson, Anthony J. Maressa, Carmen Rodriguez, Jessica R. Stewart, Helen Troxell, and Brett Wiltsey.

**Board Members Absent:** S. Jay Mirmanesh and Judith J. Ward.

**Also Present:** Helen Antonakakis, Executive Director of Finance and Planning; David Bruno, Associate Dean of Educational Programs and External Relations; Jennifer Craig, Administrative Assistant, President's Office; Robert Doyle, Acting Executive Director of Public Safety Education and Training, Police Academy and Regional Emergency Training Center; David Edwards, Executive Vice President for Academic Affairs; Wendy Henson, Desktop Manager; Kelly Jackson, Professor, Academic Skills Math; Kathleen Kane, Executive Director of Human Resources; Joseph Lacava, ISD Technician; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Karl McConnell, General Counsel; Jack Post, Chief Information Officer (Zoom); Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, President's Office; Ronald Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

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

**Motion** made by Ms. Stewart and seconded by Mr. Maressa accepting the minutes of the December 5, 2023 regular meeting as presented. **Motion** carried unanimously.

### ***Public Comment***

None.

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

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

## **Celebrations**

- Staff and faculty were recognized for their milestone years of service during our annual Employee Service Recognition Ceremony on December 15. We also honored and thanked our retirees for their years of service to the College.
- Forty-one families (160 children total) enjoyed the holiday season a little bit more thanks to the generosity of our College Community. A variety of toys, books, warm clothing, and gift cards were provided as part of our annual Adopt-A-Family program.

## **Recruitment**

- The College has been awarded \$300,000.00 from the New Jersey Department of Labor and Workforce Development under the New Jersey Builders' Utilization Initiative for Labor Diversity (NJBUILD) Women and Minorities in Construction Trades Program. In partnership with local trade unions and employers, we will develop a short-term training program that will prepare women and students of color to pass union entrance exams. The College will train and place a minimum of 20 women and/or participants of color in building and construction trades occupations or other industry occupations with a starting wage of at least \$16 per hour. This initiative is consistent with our desire to address the recruitment and retention of students of color in our career programs.

## **Retention and Reclamation**

- The NJ Office of the Secretary of Higher Education has awarded the College \$64,124.76 under the FY24 Hunger-Free Campus Program. The grant will address food insecurities for our students, leverage sustainable solutions to address basic food needs on campus, and continue building strategic partnerships at the local, state, and national levels to address food insecurity among students. We will use the funds to support the College's food pantries operations and inventories.
- The College has been awarded a \$150,000 "Some College, No Degree" Institutional Grant from the New Jersey Office of the Secretary of Higher Education for 2024. This will enable the College to expand its Back-on-Track to Degree Completion program for students who have stopped out to return and complete their degree. To date, over 160 students have returned to complete their degrees and close to 100 students registered for the spring semester.

## Realization

- As a result of the success of our Back on Track Program, we have been contacted by the Institute for Higher Education Policy to be one of two colleges featured in a student spotlight documentary around the national initiative to address student “stop-outs.” Our student, Korey Hagamin has been selected to appear in a documentary exploring best practices designed to assist students earn degrees who may have started and stopped. Korey, a transfer student from Howard University, prefers the personal touch CCC has offered over a four-year school where he felt like just a number. Again, the series is being produced by the Institute for Higher Education Policy and will spotlight the varying strategies that institutions have used to remove barriers for students seeking to complete their degree. We will certainly share more information when we have it.

## Upcoming Events

- January 16 – Opening Day Convocation
- January 17 – First Day of Classes for the Spring Semester
- Week of January 22 – The Center presents motivational speaker Backpack Jeff

## *Grants, Contracts & Gifts*

**Resolution #114** – Mr. Wiltsey presented this resolution authorizing the College to accept funds from the New Jersey Office of the Secretary of Higher Education in the amount of \$150,000 to be expended by June 30, 2024 for the FY24 Some College, No Degree Institutional Grant Opportunity.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-114 (see attachment **5268A**). **Motion** carried unanimously.

**Resolution #115** – Mr. Wiltsey presented this resolution authorizing the College to accept funds awarded from the New Jersey Office of the Secretary of Higher Education in the amount of \$64,124.76 for the FY24 Hunger-Free Campus Grant Program for activities between award announcement and June 30, 2024.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-115 (see attachment **5268B**). **Motion** carried unanimously.

## *Academic and Student Affairs Committee*

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

**Resolution #116** – Ms. Croll presented this resolution approving the 2024-2027 Academic Master Plan as presented by Drs. Edwards and Smith at the Committee meeting where they discussed the four main goals of the plan and the three-year plan for implementation.

A brief discussion ensued as to the process related to development of the plan and it was noted that faculty representation and input be inclusive of this process from the start. It was further noted that the plan is a fluid document and faculty will be afforded an opportunity to provide input at intervals over the course of the three-year plan.

**Motion** made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-116 (see attachment **5268C**). **Motion** carried unanimously.

**Academic Program Review: Health Information Technology** – Ms. Croll gave a brief overview of a presentation that was provided by Dr. Teresa Smith, Dean John Steiner and Professor Linda Mesko on the formal program review of the Health Information Technology Programs.

This was an information item and no action was necessary.

***Business Affairs, Audit and Campus Development Committee***

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

**Resolution #117** – Mr. Wiltsey presented this resolution authorizing the College to accept the donation from the County and its Division of Environmental Affairs of an “Eco Vim Composter Model Eco 66” and authorizing the President to accept the terms as proposed and offered by the County.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-117 (see attachment **5268D**). **Motion** carried unanimously.

**Resolution #118** – Mr. Wiltsey presented this resolution awarding a Non-fair and Open contract to Hartford Life and Accident Insurance Company to provide the College with long term disability benefits for active employees who voluntarily elect this benefit and pay the associated premium from their funds in the total anticipated amount of \$32,000.00 per year based on the presumed census during the period of January 1, 2024 through December 31, 2025.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-118 (see attachment **5268E**). **Motion** carried unanimously.

**Resolution #119**– Mr. Wiltsey presented this resolution awarding a two year non-fair and open contract to Robert Ferrilli, LLC. *dba* Ferrilli Information Group to provide the College with programming and support services for the Ellucian Colleague® Student Information System in the anticipated contract amount of \$200,000.00 during the period of January 1, 2024 through December 31, 2025.

**Motion** made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-119 (see attachment **5268F**). **Motion** carried unanimously.

**Resolution #120**– Mr. Wiltsey presented this resolution authorizing the approval of a continuing agreement with the United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services to assist in the Canada goose population and damage management project on the Blackwood campus and Regional Emergency Training Center for the period of February 1, 2024 through September 30, 2024 in the amount of \$8,792.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-120 (see attachment **5268G**). **Motion** carried unanimously.

***Bid/Contract Recommendations***

Mr. Wiltsey presented the bid and contract recommendations consisting of **Resolution #'s FY2024-121 & 122**.

**Motion** made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2024-121 & 122 (see attachment **5268H**). **Motion** carried unanimously.

Mr. Wiltsey then presented Resolution #123 which required eight affirmative votes of the authorized membership of the Board.

**Motion** made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-123 (see attachment **5268I**).

The following roll call vote was recorded:

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

**NOES:** None.

**ABSTENTIONS:** None.

***Personnel***

Dr. Pugh-Bassett presented **Resolution FY2024-124-** Personnel Actions, dated January 2, 2024.

**Motion** made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-124 (see attachment **5268J**). **Motion** carried unanimously.

***Old Business***

None.

***New Business***

None.

***Adjournment***

**Motion** to adjourn the meeting made by Mr. Wiltsey and seconded by Ms. Stewart. **Motion** carried unanimously. The meeting adjourned at 7:29 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2024-114

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ENTER INTO AN AGREEMENT WITH THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR THE SOME COLLEGE, NO DEGREE INSTITUTIONAL GRANT OPPORTUNITY**

**WHEREAS**, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and N.J.S.A.18A:64A-12 (k) specifically empowers the Board to accept from “any source. . . grants or contributions which the Board may use in aid of its purposes”; and

**WHEREAS**, the College has received notice of a grant award from the New Jersey Office of the Secretary of Higher Education, namely:

*The “FY24 Some College, No Degree (SCND) Institutional Grant Opportunity” in the amount of \$150,000; and*

**WHEREAS**, the purpose of the grant is to build capacity, address institutional barriers to re-enrolling and completing; and foster innovative ways to serve students who have some college credits but no degree, in support of the State’s goal to have 65 percent of working-age residents earn a high-quality degree or credential by 2025; and

**WHEREAS**, Camden County College will implement the funds to expand the Back-on-Track to Degree Completion (BOTDC) program with the objective of helping CCC students who have stopped out, for any reason, to return and complete their degree; and

**WHEREAS**, Board approval is recommended by Helen Antonakakis, Executive Director, Finance and Planning;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts the FY24 Some College, No Degree Institutional Grant Opportunity in the amount of \$150,000.00 to be expended by June 30, 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 the College to accept funds awarded to Camden County College from the NJ Office of the Secretary of Higher Education in the amount of \$150,000.00, to be expended by June 30, 2024, for the FY24 Some College, No Degree Institutional Grant Opportunity.

January 2, 2024

RESOLUTION NO. FY2024-115

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ENTER INTO AN AGREEMENT WITH THE NEW JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION FOR IMPLEMENTATION OF THE “FY2024 HUNGER-FREE CAMPUS GRANT PROGRAM”**

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

**WHEREAS**, the College has received notice of a grant award from the New Jersey Office of the Secretary of Higher Education (OSHE), namely:

*The “FY2024 Hunger-Free Campus Grant Program,” in the amount of \$64,124.76, awarded as part of the Hunger-Free Campus Act (P.L. 2019, C.89); and*

**WHEREAS**, the Act provides grants to public institutions of higher education that have one or more hunger-free-designated campuses to help support students on their paths to success; and

**WHEREAS**, Camden County College submitted an application to OSHE seeking a \$75,000 allocation for the FY2024 Hunger-Free Campus Grant Program; and

**WHEREAS**, Camden County College will encumber the funds provided by June 30, 2024 to address student food insecurity; and

**WHEREAS**, Board acceptance is recommended by Anne Daly-Eimer, Executive Dean, Student Affairs;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Camden County College that it hereby accepts the award in the amount of \$64,124.76 from the New Jersey Office of the Secretary of Higher Education for the FY2024 Hunger-Free Campus Grant Program; 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 the College to accept funds awarded from the NJ OSHE in the amount of \$64,124.76 for the FY2024 Hunger-Free Campus Grant Program for activities between award announcement and June 30, 2024.

January 2, 2024



RESOLUTION NO. FY2024-116

**RESOLUTION RECOMMENDING THE 2024-2027 ACADEMIC MASTER PLAN**

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

**WHEREAS**, Camden County College is committed to the success of a diverse student body through collaborative engagement that provides high quality, accessible and affordable education and is responsive to the needs of the community through continuous enhancement of its programs and services; and

**WHEREAS**, the Middle States Commission on Higher Education evaluation team recommended development of and cyclical submission of a comprehensive Academic Master Plan as part of its reaccreditation exit report in 2018; and

**WHEREAS**, the College's inaugural Academic Master Plan was developed by the Academic Affairs division, endorsed by the Executive Vice President for Academic Affairs and the President, and approved by the Board of Trustees in 2018; and

**WHEREAS**, the 2021-2023 Academic Master Plan cycle has been completed.

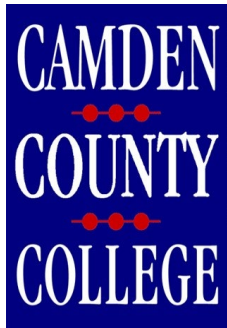
**NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees of Camden County College hereby accepts the 2024-2027 Academic Master Plan, aligning the College's Strategic Goals with those of the Academic Affairs division; and

**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 approves the 2024-2027 Academic Master Plan.

January 2, 2024



## **Division of Academic Affairs**

### ***Academic Master Plan 2024-2027***

---

#### ***Mission***

Camden County College provides high-quality, affordable and accessible education and training to a diverse community.

#### ***Vision***

Camden County College will be an innovative leader in providing equitable academic experiences and credentials, workforce training, and opportunities for personal and cultural enrichment.

### ***Executive Summary***

---

Licensed by the State of New Jersey since 1965, Camden County College is a vital resource for higher education, workforce training, and cultural events. CCC is guided by strong strategic planning and strives to deliver quality programs and services to support student success to a diverse population. The College aspires to respond to the changing needs of its community and students by continuously updating its programs and services to support the economic development of Camden County and the region, as well as the personal development of its citizens.

The mission of the College is the underpinning of all activities and budgetary decisions. The Strategic Plan, approved by the Board of Trustees in September 2023, embodies that vision in a series of goals. The Academic Master Plan (AMP) is a cyclical, measurable set of goals and objectives intended to realize that mission. The 2024-2027 Academic Master Plan unifies the College's commitment to the *Guided Pathways to Student Success* model and the Four Commitments of the College: Recruitment, Reclamation, Retention and Realization.

The Academic Master Plan is designed for clarity and concise presentation of measurable goals and objectives. Each of the four defined Academic Affair goals can be found atop the table. The first column aligns each goal with those comprising the Camden County College Strategic Plan. Objectives represent the means by which each goal will be accomplished. The third column, "Final Deliverable," identifies the expected outcome for each objective. Columns representing Year 1, 2 and 3 objectives quantify a completion timeline for each objective, along with the assessment metric intended to measure performance to Plan goals. Each objective is tied to the College budget; thus, needed resources are specified where applicable. The final Plan column addresses College stakeholders responsible for the execution of identified objectives.

## **GOAL 1                      Enter the Path (Recruitment/Reclamation)**

Recruitment (increasing the number of students who enroll in our credit and non-credit programs) and Reclamation (re-enrolling students who may have "some college, no degree" or who have not completed a program) are addressed by the first pillar of The Guided Pathways to Success model, Entering the Path. The Master Plan focuses on maximizing viable program offerings at each campus, providing extensive career exploration opportunities for students to choose a path and provide alternate pathways, such as Prior Learning Assessment, to serve the needs of non-traditional students.

## **GOAL 2                      Stay on the Path (Retention)**

Retention (increasing the number of students who persist in academic degree and certificate programs) aligns with the second Guided Pathway's pillar, Stay on the Path. Objectives in this area include enhancing experiential learning opportunities, increasing support for new students in the form of a First Year Experience, and enhancing academic support in the development of a Learning Commons and Student Learning Center, situated on the Blackwood and Camden campuses, respectively.

### **GOAL 3                      Ensure Learning (Realization)**

Realization focuses on guiding students to timely completion of their degree or certificate program, and ultimately to baccalaureate transfer or gainful employment opportunities. The Master Plan looks to optimize these goals by seeking stronger connections with local business and industries and to pursue articulations with a wider range of four-year institutions. In addition, the plan considers a holistic approach personal development in its commitment to the Camden County Cultural and Heritage Commission at Camden County College, as well as the Center for Excellence in Teaching and Learning.

### **GOAL 4                      Sustainability and Growth**

Sustainability and growth of College programs are essential to the stability of the institution. The Master Plan addresses financial stewardship, equitable distribution of resources, and serving new populations of students seeking a third-party credential in addition to academic credentials. Lastly, the Academic Master Plan is commensurate with the College's commitment to continual improvement and Middle States cyclical reaccreditation of the institution, forthcoming in 2027.

#### ***Respectfully submitted:***

Dr. Teresa Smith, Dean of Academic Affairs (Chair)  
David Bruno, Associate Dean of Educational Programming and External Relations  
Dr. Patrick Chadd, Dean of eLearning and Academic Support Services  
Dr. Sarah Iepson, Dean of Liberal Arts and Professional Studies  
John Steiner, Dean of Math, Science, and Health Careers

#### ***Endorsed:***

Dr. David Edwards, Executive Vice President for Academic Affairs  
November, 2023

**Goal 1: Enter the Path (Recruitment/Reclamation)**

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	Stakeholders
			Year 1	Year 2	Year 3		
1.1.2 2.3.2	Realize academic programming potential at Blackwood, Camden and Cherry Hill locations	Increase Academic credit enrollment at the Camden Campus by 10% as a result of targeted degree programming.	Explore programing needs specific to the Camden population, as assessed by: survey of current students, HS guidance counselors, and CTE stakeholders	Evaluate and create requirements for additional programming, including space, technology and marketing as assessed by a needs analysis. Create Camden campus marketing plan	Schedule courses for additional programs as assessed by initial enrollment reports	Technology, Facilities, Staffing	Deans, Camden Dean, MS Task Force, OIT, Communications
1.1.2 2.3.2		Increase Academic enrollment at the Rohrer Center by 20% as the result of targeted programming.	Evaluate local demand for academic programs as assessed by surveys of internal and external stakeholders and historic data trends.	Introduce recommended additional academic programming as assessed by initial enrollment reports.	Evaluate and revise semester schedule as appropriate as assessed by enrollment reports, student and faculty surveys.	Technology, Facilities, Staffing	Associate Dean, Ads, DOAA, other stakeholders
1.1.1		Revitalize Academic Affairs webpages providing compelling and accurate program information for all campus locations.	Create interactive webpages; program webpages, and Career Services and social media platform as assessed by viewer access frequency.	Compete and publish program pages as assessed by viewer access frequency.	Revise and assess APG and program pages based on longitudinal view access frequency.		DOAAA, Director Career Services, Communications
2.3.2 2.3.3 2.5.3 3.3.5 4.2.1 1.2.4	Provide programs and certificates that address current transfer and gainful employment trends.	Develop and implement 5 new viable degree and certificate programs	Investigate, develop new programs that align with gainful employment and transfer pathways. (I.e. Digital Humanities, Cannabis, Respiratory Therapy, and Paramedic Technicians) as assessed by consultants' reports, market data analysis	Develop and approve through governance courses and curricula needed for new programs as assessed by AIC approval.	Initiate enrollment into five new programs and assess based on initial enrollment and inquiries into programs	Technology, Marketing	Academic Deans, EVPAA
1.1.2 3.5.2		Increase viability of degree and certificate offerings by the reduction or sunset of non-viable programs.	Identify and provide support for programs on conditional or sunset status as assessed by enrollment, graduation, APR and Perkins data.	Identify and provide support for programs on conditional or sunset status as assessed by enrollment, graduation, APR and Perkins data.	Assess programs on conditional or sunset status as assessed by enrollment, graduation, APR and Perkins data.	Technology, Marketing	Academic Deans, EVPAA

## Goal 1: Enter the Path (Recruitment/Reclamation) – continued

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
1.4.4, 2.1.4, 2.1.5 1.1.7, 1.1.8, 2.2.7	Enhance academic opportunities to attract non- traditional students (i.e. “some college/no degree”, Hispanic students, justice impacted and international students)	Increase enrollment of students via industry-valued credentials and prior learning/non-college experience by 5% as the result of a robust PLA process.	Recruit PLA coordinator to lead programmatic process of awarding credits based on 3 <sup>rd</sup> party vetted credentials as assessed by number of applicants applying for PLA credits	Engage faculty in targeted programs for PLA assessment metric, Revise TES.AA degree to increase the number and variety of prior learning experience accepted as assessed by curriculum revision and analysis of credits awarded	Review, evaluate and PLA leadership award process to increase the number of students taking advantage of the PLA pathway, as assessed by usage reports, and data of completion rate of students awarded PLA	PLA Coordinator in Student Affairs; Faculty	Academic Affairs, Faculty, Student Affairs
			Investigate process for offering standard test-out exams for entry-level programmatic courses as assessed by process recommendation.	Develop and implement standard test-out exams for entry level programmatic courses as assessed by number of tests offered and number of tests taken	Review, evaluate and adjust process to increase the number of students taking advantage of the PLA pathway, as assessed by usage reports and data of completion rate of students awarded PLA	Faculty Stipends	Academic Affairs, Faculty, Student Affairs
4.3.5 2.4.6		5% increase in ESL program enrollment as the result of streamlining the course sequence.	Investigate “best practices” for ESL delivery and evaluate needs of local community as assessed by consultant’s report, community survey and Task Force recommendation.	Design and implement ESL course changes as assessed by governance approval and initial enrollments	Assess revisions and adjust program as assessed by student and instructor surveys, enrollment in courses.	Consultant	Dean LAPS, Faculty - ESL
4.1.2, 4.5.1		Increased retention and completion as a result of the enhanced and targeted communication of career information.	Expand Career Exploration schedule to include additional CTE subpopulations, justice-impacted and other non-traditional populations as assessed by attendance at events.	Implement career exploration events for 2 additional non-traditional cohorts as assessed by attendance at events; enrollment into college programs	Assess impact of career exploration events; implement 2 additional non-traditional cohorts as assessed by attendance at events, enrollment into college programs.	Perkins (CTE programs, non-traditional prospective students)	DOAA/Career Services, Academic Deans

**Goal 2: Stay on Path (Retention)**

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
4.3.1	Expand Academic Support services for all students	Increased retention via development and implementation of First Year Experience course(s)	Investigate “best practices” for First Year Experience (FYE) course(s) as assessed by tasks force recommendation	Develop and pilot FYE course as assessed by surveys of students and faculty pilot in AA degrees after change in Gen Ed	Fully implement FYE course success data in both FYE and future classes, retention rate comparison.	Faculty	Academic Deans, Faculty, Student Affairs
4.3.1		Creation of a Co-Requisite Support Program (CRS) which enrolls student cohorts in two paired classes (developmental/ content or content/content courses)	Investigate “best practices” (ALP model) and develop Co-requisite Support Program as assessed by Task Force recommendation.	Pilot 2 CRS-linked courses as assessed by enrollment and success data.	Expand the CRS program to additional cohorts based on previous data. Assess by enrollment and success data.	Faculty	Academic Deans, Faculty
		Increased retention as a result of providing appropriate placement and streamline remedial education	Explore current best practice placement options (e.g., Multiple Measures) for maximizing College-ready pathways for all enrollees	Develop best practice methods for placement into and completion of developmental education courses.	Pilot best practice methods for placement into and completion of developmental education courses.	Academic Affairs, Enrollment Management	DOAA, Academic Deans, Faculty
1.5.1		Increased retention as a result of developing a pathway for part-time students to follow the Guided Pathways to Success model	Develop guidelines for part-time students based on Guided Pathways to success model	Pilot pathways for part-time students as assessed by end of year report focusing on retention of part-time students	Fully implement pathways for part-time students and assess efficacy based on retention report.		DOAAA, Faculty, Student Affairs
3.5		Increased retention as a result of providing specialized support to targeted sub populations.	Research the need for academic support in specialized subpopulations, such as special needs secondary students	Develop specialized academic support services for specialized sub-populations.	Pilot specialized academic support services for specialized sub-populations.		Academic Deans, Dean of eLearning and Academic Support Services

## Goal 2: Stay on Path (Retention) - continued

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
1.4.1 1.4.2 3.5.4	Expand Academic Support Services College-wide	Increase student experiential learning opportunities provided to current students by 20%, enhancing their understanding of their chosen career path.	Create the Blackwood Learning Commons physical space including furniture and technology as assessed by student and staff satisfaction surveys.	Create student-centered programs, workshops housed in the Learning Commons and Student Learning Center (Camden) spaces.  Expansion of Aviso to part-time faculty (TLC)	Assess first two years and do a needs analysis to identify any gaps, areas of improvement,	Facilities, Technology, Staff	Dean of eLearning and Academic Support Services
			Restructure the staff of eLearning, tutoring and the Library. Implement and institutionalize Learning Commons (Wolverton) and Student Learning Center (Camden)	Collaborate with faculty to identify at-risk students early, develop initiatives and document progress	Assess via usage and retention metrics efficacy of LC and SLC. Investigate expanding Learning commons to ROH		Dean of eLearning and Academic Support Services, Academic Deans
			Promote Learning Commons via Social Media presence and new Web Pages	Investigate/pilot intrusive tutoring as assessed by number of students participating and course results.	Evaluate, adjust and expand intrusive tutoring to reach additional students as assessed by number of students participating and course results.	Staff	Dean of eLearning and Academic Support Services, Faculty
1.5.1 3.5.3 4.5.1			Develop electronic process/program to identify students who are considering a change in major and provide a mechanism for providing timely career/transfer information as assessed by published process.	Offer multiple group and private counseling sessions for students considering change major as assessed by the number of students participating and student satisfaction surveys.	Evaluate process and improve to reach a wider range of students who could benefit from career counseling and assess based on retention rate of those participating in process.	Myers-Briggs and College Central Network	DOAA, Career Services



**Goal 2: Stay on Path (Retention) - Continued**

Strategic Goal	AA objective	Final Deliverable	Time Line			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
1.2.5 2.3.5	Increase Experiential Learning (EL) opportunities including observations, internships and service projects to enhance the students' experience of their chosen career path.	Enhanced retention as a result of ensuring students enroll in the correct academic program by providing an experiential learning opportunity in that field.	Investigate, develop and implement additional work-based learning experiences, including observations, internships and employment opportunities as assessed by list of EL opportunities.	Form an external advisory board of local business to establish employment, internship and enrollment opportunities as assessed by # students participating in EL opportunities and satisfaction surveys.	Evaluate EL offerings and their effect on retention and adjust program as assessed by # students participating in EL opportunities and satisfaction surveys.		DOAA/Career Services, Academic Deans, Faculty
		Enhanced retention as a result of student engagement in programmatic and service activities.	Evaluate inclusion of EL opportunities within current course work and curricula (i.e. Study Abroad, Habitat for Humanity, etc.)	Pilot programs/ experiential learning opportunities as assessed by student participation and satisfaction surveys.	Assess and expand experiential Learning opportunities by securing sustainable funding source and assess impact on retention rate of participants.	Grants	Academic Deans, Faculty, Grants
		Enhanced retention as a result of providing opportunities for students to observe actual job sites of their chosen career early in their program.	Develop schedule for "Career Treks" for one CTE program per semester, as assessed by industry and student participation.	Engage stakeholders to establish sites for Career Treks and increase number of Treks to 2 per semester.	Expand Career Treks to all CTE programs on a rotating basis as assessed by retention rate, student and industry partner satisfaction surveys.	Transportation (Perkins)	DOAA/Career Services Director, Academic Deans, Faculty
		Enhanced retention as a result of providing in-house production experience through the Esports program.	Complete the renovation of the Esports production facility to provide a venue for internships.	Establish internships for FLM.AAS, ESP.AAS and BUS.AS majors as assessed by enrollment in specific courses and student satisfaction surveys	Assess internship development for target majors. Expand participation in Esports broadcasts and extend to high school partners.	Equipment (Perkins Grant)	Associate Dean, Academic Deans

**Goal 3: Ensure Learning (Realization)**

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
1.1.2	Optimize post-graduation opportunities for transfer and gainful employment for all students.	Enhanced student success as a result of academic assessment of program, course and general education outcomes leading to continual improvement	Provided monthly professional development on the topics of program, course and general education outcome assessment as assessed by participant surveys and # of assessment submissions	Provide Professional development on the Middle States Standards, particularly III and V as assessed by participant surveys and # of assessment submissions	Assess professional development goal based on demonstration of loop closures (examples of continual improvement) and use this data to inform changes in the assessment process.	Academic Affairs	DOAA, Academic Deans Faculty, Assessment Committee, Guiding Council
2.3.5		Increase partnerships with local industry, non-profit and other external partners by 15%.	Adjust all advisory board membership to include at least 30% industry or professional partners. Require submission of minutes including action plan.	Review and implement recommendations of advisory boards and assess the effect on current programs.	Assess increase partnership outcomes, including advisory board recommendations and impact on current programs.		Academic Deans, DOAAA, Faculty
2.3.2 2.3.3 4.1.2			Expand the number of external stakeholders participating in Perkins/CTE meetings and leverage those relationships to provide job opportunities as assessed by meeting minutes and # students employed.	Develop process to reach out to external stakeholder partners to explore job opportunities as assessed by meeting minutes and # opportunities.	Evaluate success of increased partnerships in the creation of job opportunities as assessed by documented opportunities, surveys of external stakeholders and students.	Perkins	DOAAA/Career Services, Academic Deans, Faculty
4.1.2 4.1.5 4.1.6		10% increase in grad transfer rates as a result of an increased inventory and variety of transfer institutions.	Explore new partnerships as assessed by feasibility report and curricular need	Complete contractual agreements with new partners as assessed by curricular need	Assess increase in and efficacy of new partnership outcomes.	Operating budget	Academic Deans, Faculty, Office of Transfer Services

**Goal 3: Ensure Learning (Realization) - Continued**

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
4.4.2	Support the holistic personal and professional development of students, staff and the community at large.	25% increase in community engagement through the Camden County Cultural & Heritage Commission oversight and College as a leading provider for arts-related resources.	Form task force charged with developing a revised mission, vision and strategic plan to guide programming for CCCHC that align and support the activities of the Arts at Camden County College.	Offer programming opportunities that align with the new SP of the CCCHC that utilizes CCC arts-related locations and resources.	Demonstrate and assess increase in community engagement with the CCCHC programming by year end		Associate Dean EPER; Coordinator Arts at Camden County College
1.5.1 1.5.2 1.5.3 2.3.2 2.5.3		10% increase in faculty and student professional development as a result of the implementation of "Center for Excellence in Teaching and Learning".	Expand professional development and new programing under the Center for Excellence in Teaching and Learning	Create a task force to evaluate programming currently offered through the Teaching and Learning Center and recommend programming for the new CETL.	Launch programming for the "Center for Excellence in Teaching and Learning" with revised programming	TLC budget	Associate Dean EPER, Academic Deans
			Develop a mechanism for continued and sustained professional development of Chairs/Coordinators, Directors and Adjuncts as assessed by committee recommendations	Create a Chairs/Coordinators/ Directors Academy and an Adjunct Academy as assessed by agenda and minutes.	Assess Academy implementation and forecast professional development opportunities.	TLC budget	Associate Dean EPER, Academic Deans, faculty
			Create a professional development program for all faculty based on best practices for online teaching. Canvas Tier/Online Teaching Training Level 4	Implement Canvas Tier/Online Teaching Training Level 5	Canvas Tier/Online Teaching Training Level 6. Assess PD expansion to Tiers 4-6.	TLC Budget	Deans EPER, ELASS
			Enhance instructional design support and create a more visible instructional design presence in the college, through instructional designers providing one-on-one and small group consultations	Proactive outreach to all online/hybrid instructors before each semester begins, work with division deans on identifying courses that might need revamping	Work with division deans and faculty to create online course standardization guidelines/templates that balance the need for consistency with appropriate instructor flexibility	eLearning Budget/TLC budget	DEAN ELASS

		Create fully ADA-compliant and accessible digital environments	Provide training on how to support students with disabilities online, introduce UDL principles, techniques	Work with faculty to make their online courses accessible	Assess ADA compliance, review percentage of courses that are not accessible and mentor faculty on course compliance		DEAN ELASS, Sr. Instructional Designer
--	--	--	--	---	---	--	--

#### Goal 4: Sustainability and Growth

Strategic Goal	AA Objective	Final Deliverable	Timeline			Resources and Budget	LEAD
			Year 1	Year 2	Year 3		
3.1	Encourage student success and fiscal stewardship by facilitating the use of diverse, accessible inclusive and affordable course materials.	5% of all instructional materials reflect Open Educational Resources (OER), increasing equitable access and exposure to diverse viewpoints.	Faculty-led task force to evaluate options for OER and Inclusive Materials as assessed by committee recommendations.	Create institutional guidelines for current and new faculty that includes access to professional development and resource guidance.	Assessment of new materials and continued expansion of adoption of OER and Diverse Materials	Grant, College Operating Budget	DEAN ELAS, Director of Library
1.3.3 3.2.5	Ensure instructional material is delivered using the most appropriate and current technology	Increased equitable access to appropriate technology as the result of efficient deployment of resources.	Investigate usage of computer rooms as assessed by the master schedule, 25Live and Perkins allocations.	Maximize the computer room usage by the appropriate allocation of resources as assessed by usage plan.	Evaluate usage of modified computer rooms as assessed by master schedule, 25 Live and Perkins allocations	Grants	DOAA, Academic Deans
		Implementation of 4 additional Hybrid Remote Technology (HART) rooms, increasing equitable access to courses as by enhancing and expanding concurrent in-person and remote instruction College-wide.	Increase the number of HART rooms and train additional instructors in the use of the technology as assessed by master schedule.	Increase the number of HART rooms and train additional instructors in the use of the technology as assessed by master schedule.	Increase the number of HART rooms and train additional instructors in the use of the technology as assessed by master schedule and the success rate of students using this modality.	eLearning, OIT	DEAN ELAS
1.1.2	Complete Middle States re-accreditation cycle with distinction	Under the direction of the Dean of Academic Affairs, Guiding Council, and Self-study teams (7) prepare for and execute successful MSCHE reaccreditation visit	Activate Evidence Inventory; Assemble Self-study team. Offer multiple professional development opportunities for all internal stakeholders on the topics of assessment and continual improvement.	Engage and monitor Self-study team for evidence collection as assessed by document upload and SST meeting minutes.	Complete and submit Self-Study document and evidence of continual improvement to MSCHE. Host reaccreditation team visit in April 2027)	MSCHE budget	EVPA, Executive Staff, DOAA, Guiding Council, Self-Study teams, College-wide stakeholders

RESOLUTION NO. FY2024-117

**RESOLUTION OF THE BOARD OF TRUSTEES OF CAMDEN COUNTY COLLEGE  
ACCEPTING THE DONATION FROM THE CAMDEN COUNTY COMMISSIONERS  
OF AN “ECO VIM COMPOSTER MODEL ECO66” NO LONGER OF USE TO THE  
COUNTY**

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12 (k) and (l), the Board of Trustees of Camden County College is authorized to accept from other governmental agencies and/or to acquire and operate property, whether real, personal or mixed, or any interest therein, which is necessary or desirable for use by the College for its purposes, respectively; and

**WHEREAS**, by formal Resolution of November 9, 2023, the Board of Commissioners, the governing body of the Camden County government, through its Division of Environmental Affairs, has offered to provide this Composter to the College in an “as-is” condition and without any expressed or implied warranties of any kind on the part of the County; and with the knowledge and understanding that the College will heretofore be the owner and shall solely bear the full responsibility for all maintenance, repairs, insurance and all liabilities and responsibilities associated with the ownership of such equipment.

**WHEREAS**, the College has determined that it has a use and need for such a composter; and

**NOW, THEREFORE, BE IT RESOLVED** that the College, by this Resolution, accepts the donation of the aforementioned Composter with appreciation and thanks to the County for this consideration; and

**BE IT FURTHER RESOLVED** that the President is authorized to accept the donation from the County and to accept in the name of the College and on its behalf any and all equipment of the referenced Composter and other ancillary documents and instruments of ownership or registration as may be necessary or desirable to effectuate the purposes of this Resolution and all matters related thereto as deemed fit and appropriate by the College President.

**SUMMARY STATEMENT**

This resolution authorizes the College to accept the donation from the County and its Division of Environmental Affairs of the “Eco Vim Composter Model Eco 66”, and to that end authorizes the President to accept the terms as proposed and offered by the County.

January 2, 2024

RESOLUTION NO. FY2024-118

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO HARTFORD LIFE AND ACCIDENT INSURANCE COMPANY FOR VOLUNTARY SUPPLEMENTAL EMPLOYEE LONG-TERM DISABILITY (LTD) BENEFITS**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and purchases and contracts for Insurance is exempt from public bidding pursuant to N.J.S.A. 18A:64A-25.5 a, (11); and

**WHEREAS**, the College's Health Benefits broker, Conner Strong Buckelew and Companies, Inc., solicited quotes from four companies for long term disability benefits for all applicable employees with a rate guarantee of two years. Quotes were received and reviewed by Susan Panto, Vice President, Consultant for Connor Strong and Kathleen Kane, Executive Director of Human Resources. The Consultant determined and recommended Hartford Life & Accident Insurance, Co. provides the best value. The College facilitates employees choosing to participate in voluntary group contributory long-term disability benefits (salary continuation for illnesses over six months) for active employees. All costs for long term disability benefits are paid solely by the employee through payroll deduction and remitted by the College directly to the carrier for the coverage at issue and are voluntary paid only by active employees who elect coverage without cost to the College; and

**WHEREAS**, it is the recommendation of Susan Panto, of Conner Strong Buckelew and Companies, Inc., Kathleen M. Kane, Executive Director for Human Resources, Melissa Manera, Manager of Purchasing and Helen Antonakakis, Executive Director for Finance and Planning to award a non-fair and open contract to Hartford Life & Accident Insurance Co. (FY24BEDC-19) in the anticipated amount of \$32,000.00 a year during the period of January 1, 2024 through December 31, 2025; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the BOARD OF TRUSTEES that a Non-fair and Open contract be and is hereby **AWARDED** to **Hartford Life & Accident Insurance Co.** for voluntary group contributory long-term disability benefits for active employees in the anticipated amount of **\$32,000.00 a year** with terms commencing on **January 1, 2024** through **December 31, 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 Non-fair and Open contract to **Hartford Life and Accident Insurance Company** to provide the College with long term disability benefits for active employees who voluntarily elect the benefit and pay from their funds the associated premium in the anticipated amount of **\$32,000.00 per year** based on the presumed census during the period of **January 1, 2024** through **December 31, 2025**. It authorizes the College staff to execute an agreement with further details of appropriate contract terms. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 2, 2024

RESOLUTION NO. FY2024-119

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO ROBERT FERRILLI, LLC. dba FERRILLI INFORMATION GROUP FOR ELLUCIAN COLLEAGUE® SUPPORT SERVICES**

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a) (15) (19) such a purchase is exempt from public bidding; and

**WHEREAS**, Ferrilli Information Group provides programming and support services for the Ellucian Colleague® Student Information System; and their knowledge, expertise and experience with our Colleague System through years as a partner in projects is critical to continue to enhance and support changes in the software most effectively providing secure access to applicant, student and faculty data; and

**WHEREAS**, it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology, Thomas Russell, Applications Manager, Office of Information Technology, Melissa Manera, Manager of Purchasing and Helen Antonakakis, Executive Director for Finance and Planning, to award a non-fair and open contract to Robert Ferrilli, LLC. dba Ferrilli Information Group (#FY24BEDC-20) pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated amount of **\$200,000.00** during the two-year period of **January 1, 2024 through December 31, 2025**; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #125082-61436 and 155083-61436 for Year 1 and Year 2 is contingent upon funding; and any contract entered into shall require that pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause. 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 non-fair and open contract be and is hereby **AWARDED** to **Robert Ferrilli, LLC. dba Ferrilli Information Group (#FY24BEDC-20)** for two years to provide Programming and Support Services for the Ellucian Colleague® Student Information System in the anticipated two-year contract amount of **\$200,000.00** with terms commencing on **January 1, 2024 through December 31, 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 Robert Ferrilli, LLC. dba Ferrilli Information Group to provide the College with Programming and Support Services for Ellucian Colleague® Student Information System in the anticipated contract amount of \$200,000.00 during the period of January 1, 2024 through December 31, 2025. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 2, 2024



RESOLUTION NO. FY2024-120

**RESOLUTION AUTHORIZING AN AGREEMENT WITH THE UNITED STATES  
DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION  
SERVICE WILDLIFE SERVICES**

**WHEREAS**, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11 and 12; and thereby the Trustees have authority and control over all real property owned by the College;

**WHEREAS**, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to exercise powers reasonably necessary or incidental to the establishment, maintenance and operation of the College; and pursuant to the spirit of N.J.S.A 40A:65-1, *et seq* ("Uniform Shared Services and Consolidation Act") which permits government units to enter into a contract for any services which either is empowered to provide and to cooperate in common goals; and N.J.S.A. 18A:64A-12 (j) specifically authorizes the Board to enter into contracts and agreements with the United States government or with any of its agencies or departments; and

**WHEREAS**, the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) would like to provide a Cooperative Service Agreement to assist in the Canada goose damage management project on the Blackwood campus; and

**WHEREAS**, in signing the Cooperative Service Agreement, Camden County College authorizes APHIS WS to conduct direct control activities to reduce human health and safety risks and property damage associated with Canada geese, as defined in the APHIS WS Work Plan; and

**WHEREAS**, the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) and the College agree the term of this Agreement shall be for a period of seven months, commencing on February 1, 2024 and ending September 30, 2024 in the contract amount of \$8,792.00.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Camden County College authorizes and approves that the College may enter into a Cooperative Service Agreement with the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) for the aforementioned services in connection with Canada goose damage management and is acceptable to the College Board of Trustees; and

**BE IT FURTHER RESOLVED** that the proper officers of the College are authorized to negotiate the appropriate any 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.

**SUMMARY STATEMENT**

This resolution authorizes the approval of a continuing agreement by the College with the United States Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) to assist in the Canada goose population and damage management project on the Blackwood campus and Regional Emergency Training Center (RETC) for the period commencing February 1, 2024 through September 30, 2024 for a contract amount of \$8,792.00.

January 2, 2024



RESOLUTION NO. FY2024-121

**RESOLUTION AWARDING LEASE OF COPIER FLEET FROM  
NJ STATE CONTRACT FOR COPIERS**

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

**WHEREAS** pursuant to N.J.S.A. 18A:64A-25.5. a (24) or 18A:64A-25.9 purchases and contracts for materials and services which meet or are pursuant to a contract for such materials or services entered into on behalf of the State of New Jersey by the Division of Purchase and Property are permitted to be awarded without public advertising and bidding; and

**WHEREAS** the materials and/or services which are the subject hereof are exempt from public advertising and bidding pursuant to N.J.S.A. 18A:64A-25 and the sections cited above; and are permitted to be leased for extended periods pursuant to N.J.S.A. 18A:64A-25.28(f) and

**WHEREAS** the College's copier fleet is at the end of its useful life for the expired fleet copiers and the College obtained three New Jersey State Contract quotes for an entire new fleet with fleet management of service and meter reporting, color, scanning and desktop faxing capabilities from **Ricoh Americas Corporation c/o Ricoh USA, Inc.** for **71 copiers** as a suitable replacement, which is available through **Ricoh Americas Corporation c/o Ricoh USA, Inc.** on NJ State Contract #SLG #140602; and

**WHEREAS Ricoh Americas Corporation c/o Ricoh USA, Inc.** was selected because of the ability to leverage a large copier fleet with a 48-month term of contract with exceptional customer service where the College does not incur any negligence charges, all supplies (except paper), service and staples are included and billing issues are expedited and resolved within one billing cycle. The College is moving toward a multi-functional device College environment to realize additional savings from prior printer toner cartridges costs, fax toner cartridges costs and the purchase cost of these devices with this leased copier contract that is all inclusive. This transition for the removal and installation of the new fleet will be seamless and will occur during the winter semester break, all the coding, fax numbers and emails saved on their current equipment will be automatically transferred to the new equipment. The contract has added four additional needed copiers and upgraded three machines with added time saving features; and

**WHEREAS** it is the recommendation of Melissa Manera, Manager of Purchasing, Helen Antonakakis, Executive Director for Finance and Planning and Jack Post, Chief Information Officer to lease 71 Ricoh copiers/equipment through **Ricoh Americas Corporation c/o Ricoh USA, Inc.** under NJ State Contract **SLG# 140602** at an anticipated amount of **\$130,000.00** annually over the agreement term with a color per impression overage cost at **\$0.05** and black/white per impression overage cost at **\$0.005** and a total anticipated 48-month cost including images of **\$520,000.00**; and

January 2, 2024

RESOLUTION NO. FY2024-121

**WHEREAS** the Executive Director of Finance and Planning has certified funding in accounts #112450-64203, #121289-64203, #121370-64203, #128100-64203, #137140-64203, #153740-64203, #164680-64203 and subject to the availability of funds during FY2024, FY2025, FY2026 and FY2027; and

**NOW THEREFORE BE IT RESOLVED** by College that it hereby authorizes the leasing of Ricoh copier equipment through NJ State Contract #SLG #140602 in the anticipated annual amount of \$130,000.00 and the anticipated 48-month cost of \$520,000.00; and

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

**SUMMARY STATEMENT**

This Resolution awards the leased contract to Ricoh Americas Corporation c/o Ricoh USA, Inc. for the leasing of Ricoh copiers/equipment through NJ State Contract #SLG #140602 in the anticipated annual amount of \$130,000.00 and the anticipated 48-month cost of \$520,000.00 for the lease of 71 copiers and imaging. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

Camden County College  
Copier Fleet Quote Request

VENDOR:					Canon Solutions America, Inc.		Keystone Digital Imaging, Inc.		Ricoh, USA	
Campus	Location (Subject to change)	Department	Model	Accessories	Model (If proposed substitution) (Must include specs)	Cost (Lease amount per month)	Model (If proposed substitution) (Must include specs)	Cost (Lease amount per month)	Model (If proposed substitution) (Must include specs)	Cost (Lease amount per month)
BLACKWOOD	Roosevelt FL 1 RM 127	Accounting	IMC2510	Fax, Cabinet, Internal Finisher 3130, Script	imageRunner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	IMC2510	\$80.38
BLACKWOOD	Roosevelt FL 1 RM 106	Human Resources	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript, Punch	image Runner Adv DX C3926i	\$118.72	Canon C3926	\$98.73	IMC2510	\$80.38
BLACKWOOD	Roosevelt FL 2 RM 204	VP Academic Affairs	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript,	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	IMC2510	\$80.38

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Roosevelt FL 2 RM 207	Institutional Research	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript, Counter Interface	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$74.09</b>
BLACKWOOD	Taft FL 2 RM 217	Executive Dean Of Enrollment	IMC2510	Cabinet, Internal Finisher 3130, Pscript, Counter Interface	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$77.77	<b>IMC2510</b>	<b>\$66.20</b>
BLACKWOOD	Roosevelt FL 1 RM 135	Purchasing	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript, Punch	image Runner Adv DX C3926i	\$118.72	Canon C3926	\$98.73	<b>IMC2510</b>	<b>\$80.38</b>
BLACKWOOD	Comm Ctr FL 1 RM 100A	Public Safety	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript, Counter Interface	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$74.09</b>
BLACKWOOD	Roosevelt FL 2 RM 212/223	Finance & Planning	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript,	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$80.38</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Roosevelt FL 2 Rm 227	President's Office	IMC3510	Fax, Cabinet, Internal Finisher 3130, Pscript, Counter Interface	Image Runner Adv DX C3935i	\$137.01	Canon C3930*	\$96.97	<b>IMC3510</b>	<b>\$126.40</b>
BLACKWOOD	Physical Plant Main Office	Facilities	IMC2510	Fax, Internal Finisher 3130, Punch Cabinet, Pscript - need 2 pp draws	image Runner Adv DX C3926i	\$118.72	Canon C3926	\$114.53	<b>IMC2510</b>	<b>\$89.07</b>
BLACKWOOD	CIM IDRC	IDRC	IMC3510	Fax, Internal Finisher 3130, Pscript, Cabinet	Image Runner Adv DX C3935i	\$137.01	Canon C3930*	\$96.97	<b>IMC3510</b>	<b>\$119.61</b>
BLACKWOOD	Taft Main Lobby	Public Safety	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Taft FL 2 Lobby Area #03	Student Services	IM350/IM550	Cabinet	image Runner AdvDX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	CIM BLDG RM 119	Optical Clinic	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Taft FL 2 RM 201 Open Area/Records	Business Office	IM350/IM550	Cabinet	image Runner AdvDX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Taft FL 2 Lobby Area 01	Student Services	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	CIM FL 1 RM 106A	ISD	IM350/IM550	Cabinet	image Runner AdvDX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Taft FL 2 Lobby Area #00	Student Services	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Polk Hall RM 108	Distance Learning	IM350/IM550	Cabinet	image Runner AdvDX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Taft FL 2 Lobby Area 02	Student Services	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	CIM FL1 RM 101	CADD	IM350/IM550	Cabinet	image Runner AdvDX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
BLACKWOOD	Connector FL 1 RM 103	Foundations/Event s	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	Halpern FL 1 RM 106	MSHC Dean's Office	IMC3510	Fax, Cabinet,PB328 6, Punch, Internal Finisher 3130	image Runner Adv 3935I	\$146.51	Canon C3930*	\$122.67	<b>IMC3510</b>	<b>\$135.95</b>
BLACKWOOD	Halpern Hall FL2 RM 231	MSHC Faculty	IM4000	Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$86.55	<b>IM4000</b>	<b>\$82.16</b>
BLACKWOOD	TAFT BLDG 3RD FL ADVISEMENT	Advisement (Birdcage)	IM6000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv DX 6860i	\$182.14	Canon DX 6860	\$142.05	<b>IM6000</b>	<b>\$151.93</b>
BLACKWOOD	Lincoln Hall RM 4	Arts, Humanities	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Halpern Hall FL1 RM 117	Dental	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	Madison 214	Psychology	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	CIM FL 2 RM 204	Office Information Of Technology	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	CIM FL 1 RM 116/117	Optical Offices/Classroom	IM4000	Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$86.55	<b>IM4000</b>	<b>\$82.16</b>
BLACKWOOD	Washington FL 1 RM 127	Transition To College	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	Madison 314	Faculty Offices	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>



**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Roosevelt FL 2 Rm 208	Institutional Effectiveness	IM4000	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$97.61	<b>IM4000</b>	<b>\$93.01</b>
BLACKWOOD	Papiano Gym FL1 RM 100C	Athletics	IM2500	Fax, Cabinet, Internal Finisher 3130	image Runner Adv 4925i	\$106.71	Canon DX 4945	\$86.01	<b>IM2500</b>	<b>\$68.31</b>
BLACKWOOD	Taft FL 3 RM 337 (Office Suite)	Financial Aid	IM4000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$113.49	<b>IM4000</b>	<b>\$103.83</b>
BLACKWOOD	Taft FL 3 RM 337 (Inner Office MCR)	Financial Aid	IM2500/IM3500	PB 3220, Internal Finisher 3130	image Runner Adv 4925i	\$117.71	Canon DX 4925	\$90.75	<b>IM2500/IM3500</b>	<b>\$79.13</b>
BLACKWOOD	Taft FL 2 RM 201	Records & Registration	IM4000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$113.40	<b>IM4000</b>	<b>\$103.83</b>
BLACKWOOD	Community Center 101A.3	SCWTP	IM2500/IM3500	Fax, PB 3220, Internal Finisher 3130	image Runner Adv 4925i	\$117.71	Canon DX 4925	\$101.80	<b>IM2500/IM3500</b>	<b>\$79.13</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Truman Hall rm 100	Automotive/Veterinary Technology	IM6000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv DX 6860i	\$182.14	Canon DX 6060	\$142.05	<b>IM6000</b>	<b>\$151.93</b>
BLACKWOOD	Comm Ctr FL 1 RM 101B	Continuing Education	IM6000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv DX 6860i	\$182.14	Canon DX 6060	\$142.05	<b>IM6000</b>	<b>\$151.93</b>
BLACKWOOD	CIM FL 3 RM 302	CADD	IM6000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv DX 6860i	\$182.14	Canon 6060	\$142.05	<b>IM6000</b>	<b>\$151.93</b>
BLACKWOOD	Taft FL 3 Rm 324 (Open Area)	Advisement	IM4000	Fax, PB 3220, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4925	\$113.40	<b>IM4000</b>	<b>\$103.83</b>
BLACKWOOD	Roosevelt FL 2 RM 210	Executive VP Office	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$80.38</b>
BLACKWOOD	Taft Lower Level Hallway	Tutoring Center	IMC2510	Cabinet, Internal Finisher 3130, Pscript,	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$77.77	<b>IMC2510</b>	<b>\$64.65</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Library FL1	Library Services	IMC2510	Cabinet, Internal Finisher 3130, Pscript,	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$77.77	<b>IMC2510</b>	<b>\$64.65</b>
BLACKWOOD	Roosevelt FL 2 RM 206	General Counsel	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript, punch	image Runner Adv DX C3926i	\$118.72	Canon C3926	\$98.73	<b>IMC2510</b>	<b>\$80.38</b>
BLACKWOOD	Connector 351 Kitchen	LAPS	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$80.38</b>
BLACKWOOD	Madison124	Faculty Walk Up	PRO8300S	Finisher 5110, Pscript	image Runner Adv DX 8905	\$516.25	Canon IR 8995*	\$385.25	<b>PRO8300S</b>	<b>\$414.21</b>
BLACKWOOD	Halpern Hall 310	Faculty Walk Up	PRO8300S	Finisher 5110, Pscript	image Runner Adv DX 8905	\$516.25	Canon IR 8995*	\$385.25	<b>PRO8300S</b>	<b>\$414.21</b>
BLACKWOOD	Taft Advisement Lab (Room 322)	Advisement	IM4000	Cabinet, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$86.55	<b>IM4000</b>	<b>\$82.16</b>

**Camden County College  
Copier Fleet Quote Request**

BLACKWOOD	Library Basement	Publications	PROC5300S	Fax, PB3220, Booklet Finisher, Multi- Fold unit, Staple, Vacuum feed deck, Fiery E47A controller	image Press V800	\$1,395.96	Canon C265	\$719.14	<b>PROC5300S</b>	<b>\$981.99</b>
BLACKWOOD	Library 2nd Floor	Testing Center	IM4000	Fax, PB3220, Internal Finisher 3130	image Runner Adv 4945i	\$116.77	Canon DX 4945	\$113.40	<b>IM4000</b>	<b>\$103.83</b>
BLACKWOOD	Community Center room 101 - Senior Option Lounge	across from bookstore	IM350/IM550	cab	image Runner Adv DX 4935i	\$91.32	Canon DX 529IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
CAMDEN	Joint Health Science Center Room 123A 201 S. Broad St Camden, NJ	JSHC Nursing	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$80.38</b>
CAMDEN	College Hall FL1 RM 118	Gateway To College	IM2500/IM3500	Fax, Internal Finisher 3130, Cabinet,	image Runner Adv 4925i	\$106.71	Canon DX 4925	\$86.01	<b>IM2500/IM3500</b>	<b>\$68.31</b>
CAMDEN	Tech Ctr FL 2 RM 209	Financial Aid	IM2500/IM3500	Fax, Internal Finisher 3130, Cabinet	image Runner Adv 4925i	\$106.71	Canon DX 4925	\$86.01	<b>IM2500/IM3500</b>	<b>\$68.31</b>

**Camden County College  
Copier Fleet Quote Request**

CAMDEN	Tech Ctr FL 2 Rm 207	EOF	IM2500/IM3500	Fax, Internal Finisher 3130,Cabinet,	image Runner Adv 4925i	\$106.71	Canon DX 4925	\$86.01	<b>IM2500/IM3500</b>	<b>\$68.31</b>
CAMDEN	Tech Center Room 203	Testing Center	IM350/IM550	Cabinet	image Runner Adv DX 4935i	\$91.32	Canon DX 529 IF	\$44.66	<b>IM350/IM550</b>	<b>\$18.80</b>
CAMDEN	E-Village Comp Room 2nd FL	E-Village	IMC2510	Internal Finishers 3130,Cabinet, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$77.77	<b>IMC2510</b>	<b>\$75.91</b>
CAMDEN	Admin Suite 2nd Floor	Dean/Admin Offices	IMC3510	Fax, PB3280, Punch, Pscript, Int Finish 3130	image Runner Adv DX C3935i	\$118.72	Canon C3930*	\$122.67	<b>IMC3510</b>	<b>\$135.95</b>
CAMDEN	5th Floor	Camden	PRO8300s	Finisher 5110, Pscript, Punch	image Runner Adv DX 8905	\$529.25	Canon IR 8995*	\$397.62	<b>PRO8300s</b>	<b>\$424.17</b>
CAMDEN	2nd Floor CAM 228	Camden	PRO8300s	Finisher 5110, Pscript	image Runner Adv DX 8905	\$516.25	Canon IR 8995*	\$385.25	<b>PRO8300s</b>	<b>\$141.21</b>

**Camden County College  
Copier Fleet Quote Request**

CHERRY HILL	Rohrer Center 1st Floor	Administration Area	IM9000	Fax, Finisher	image Runner Adv DX 8995i	\$387.30	Canon IR 8995*	\$409.11	<b>IM9000</b>	<b>\$253.50</b>
CHERRY HILL	Rohrer Center 1st Floor	Open Access Lab	IMC2510	Fax, Cabinet, Internal Finisher 3130, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	<b>IMC2510</b>	<b>\$80.38</b>
RETC	RETC Annex POLICE ACADEMY	Police Academy	IMC6010	Fax, Cabinet, Internal Finisher 3130. Pscript	image Runner Adv DX C5860i	\$189.93	Canon C5860	\$138.58	<b>IMC6010</b>	<b>\$158.36</b>
RETC	RETC FL 1 RM 145	RETC	IMC6010	Cabinet, Internal Finisher 3130. Pscript	image Runner Adv DX C5860i	\$177.11	Canon C5860	\$126.87	<b>IMC6010</b>	<b>\$158.36</b>
RETC	RETC Floor 1 Rm 128	RETC	IM3500	Internal Finisher 3130 Cabinet	image Runner Adv DX 4935i	\$99.40	Canon DX 4935	\$83.48	<b>IM3500</b>	<b>\$79.95</b>
BLACKWOOD	Community Center Room 202A, 2nd Floor	Student Life	IM2500/IM3500	Fax, PB 3220, Internal Finisher 3130	image Runner Adv 4925i	\$117.71	Canon DX 4925	\$101.80	<b>IM2500/IM3500</b>	<b>\$79.13</b>

Camden County College  
Copier Fleet Quote Request

CAMDEN	Cosmetology Center College Hall	Cosmetology Clinic	IMC2510	Fax, Cabinet, Internal finisher 3130, Pscript, Punch	image Runner Adv DX C3926i	\$109.22	Canon C2926	\$98.73	IMC2510	\$80.38
BLACKWOOD	LRC 206	NJCAP	IMC2510	Fax, cabinet, Internal Finisher 3130, Pscript	image Runner Adv DX C3926i	\$109.22	Canon C3926	\$88.83	IMC2510	\$80.38
BLACKWOOD	LRC Basement	Publications	PRO8300S	Finisher 5120, Vacuum feed, surge, Postscript, punch, Booklet Finisher, Multi- Fold unit, external fiery	Vario Print DP 115	\$1,004.07	Canon IR 8995*	\$627.54	PRO8300S	\$794.42
Monthly Lease Total:						\$12,340.12		\$9,042.93		\$8,823.87
Cost Per Copy:					\$0.003 BW	\$0.03 Color	\$0.0053 BW	\$0.0284 Color	\$0.005 BW	\$0.05 Color
Cost Per Relocation:					\$150-\$1800.00		\$350.00		\$0-\$300	

RESOLUTION NO. FY2024-122

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

**WHEREAS**, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Metal Stock Supplies FY2024, in Bid #FY24ITB-16** and all bids received are attached below under “Bid Responses”; and

**WHEREAS**, it is the recommendation of Kevin Schmidt, Director/Teaching Administrator for Engineering and Technology, Melissa Manera, Manager of Purchasing and Helen Antonakakis; Executive Director for Finance and Planning to award the contract as identified on the attached Bid Response as set forth therein as being respectively the lowest responsible bidder; and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning has certified the availability of funds on an as-needed basis in account #128093-61430 and various departmental accounts for Year 1. Funds in Year 2 are subject to the availability of funding; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause.

**NOW, THEREFORE BE IT RESOLVED** by the BOARD OF TRUSTEES that the aforementioned **Bid #FY24ITB-16 for Metal Stock Supplies**, be and is hereby **AWARDED** to **Joseph Fazzio, Inc.** in the anticipated amount of **\$20,000.00 on an as-needed basis** with terms commencing on **January 4, 2024 through June 30, 2024 with a 6-month extension from July 1, 2024 through December 31, 2024** pursuant to the terms and conditions set forth in the bid; and

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

**SUMMARY STATEMENT**

This resolution awards the bid contract to **Joseph Fazzio, Inc.** in the anticipated contract amount of **\$20,000.00**. Metal Stock Supplies are required on an as-needed basis during the period of January 4, 2024 through June 30, 2024 with a 6-month extension from July 1, 2024 through December 31, 2024. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

January 3, 2024



RESOLUTION NO. FY2024-122

**Bid Response**  
**for**  
**Metal Stock Supplies FY2024**  
**(Bid #FY24ITB-16)**

Bidder	Total Bid (Unit Prices)
Joseph Fazzio, Inc. Glassboro, NJ	\$4,558.65 0% Discount on Miscellaneous Items

**Individual Itemized Award Listing**  
**for**  
**Metal Stock Supplies FY2024**  
**(Bid #FY24ITB-16)**

**Awarded:**

**Joseph Fazzio, Inc. for Items:**

**#1 thru #30 with a 0% discount off of miscellaneous metal stock supplies.**

January 3, 2024

RESOLUTION NO. FY2024-123

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR  
VETERINARY TECHNOLOGY EQUIPMENT AND SERVICE AND AUTHORIZING  
PURCHASING FROM 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 seeking bids for **Veterinary Technology Equipment and Service, Bid #FY24ITB-19**; and responding Bids were received as attached below under “Bid Responses”; and

**WHEREAS**, Joan Ulrich, Teaching Administrator/Director of the Veterinary Technology Department made or caused a reasonable effort that determined that the same or equivalent materials are not readily available at lower cost than was negotiated price from any local agency of the United States, the state, county, or nearby municipality and the contract terms are not substantially different from those which were the subject of those bids with the vendor of choice; and

**WHEREAS**, Joan Ulrich, Teaching Administrator/Director, Veterinary Nursing; John Steiner, Dean of Math, Science & Health Careers; 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 a negotiated contract as the vendor of choice (#FY24NG-21) for the bid items that received no response bids on both occasions (FY24ITB-04 and FY24ITB-19); and

**WHEREAS**, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #112400-516656.

**THEREFORE, BE IT RESOLVED** by the BOARD to AWARD contracts for **Veterinary Equipment and Service FY24ITB-19** as listed below as follows:

- 1) **Holt Anatomical Inc.**; and
- 2) **Carolina Biological Supply Co (#FY24NG-21 vendor of choice)**; and
- 3) **Columbia Dentoform (#FY24NG-21 vendor of choice)**; and
- 4) **W.F. Fisher and Sons, Inc. (#FY24NG-21 vendor of choice)**; and
- 5) **Fluke Electronics Corp (#FY24NG-21 vendor of choice)**; and
- 6) **Butler Animal Health Holding Co, LLC, d/b/a/ Covertrus North America (#FY24NG-21 vendor of choice)**; and
- 7) **Thales & Co., LLC, d/b/a/ Rescue Critters, LLC (#FY24NG-21 vendor of choice)**; and
- 8) **Surgiden, LLC (#FY24NG-21 vendor of choice)**; and
- 9) **Paws2Claws (#FY24NG-21 vendor of choice)**; and
- 10) **Midwest Veterinary Supply (#FY24NG-21 vendor of choice)**; and
- 11) **Southeast Vet Lab (#FY24NG-21 vendor of choice)**; and
- 12) **Patterson Veterinary Supply, Inc. (#FY24NG-21 vendor of choice)**

in the **anticipated aggregated amount of \$54,529.00** during the period of January 3, 2024 through June 30, 2024 on an as-needed basis; and

January 2, 2024

RESOLUTION NO. FY2024-123

**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.

**SUMMARY STATEMENT**

This resolution awards the bid contracts to #1, above, Holt Anatomical, Inc., and the negotiated contracts to each of the Designated Vendors of Choice listed above at numbers # 2 through #12 as respectively listed above for each such category<sup>1</sup> and each respectively departmental vendors of choice for the items that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c). These veterinary supplies and equipment are required for the operation of the Veterinary Nursing program in the anticipated aggregated amount of \$54,529.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

**This Resolution requires eight (8) affirmative votes of the authorized membership of the Board.**

---

<sup>1</sup> Carolina Biological Supply Co., Columbia Dentoform, W.F. Fisher and Sons, Inc., Fluke Electronics Corp, Butler Animal Health Holding Col, LLC d/b/a/ Covertrus North America, Thales & Co., LLC d/b/a/ Rescue Critters, LLC, Surgiden, LLC, Paws2Claws, Midwest Veterinary Supply, Southeast Vet Lab, and Patterson Veterinary Supply, Inc.

January 2, 2024

**Bid Responses for Bid #FY24ITB-19**

Bidders	Total Bid
Holt Anatomical, Inc. Miami, FL	\$12,529.00

**Itemized Award Listing for Veterinary Supplies Bid #FY24ITB-19)**

**Holt Anatomical, Inc. for Items:** #286 thru #288, and #300 thru #302, #309, #321, and #322.

**Itemized Award Listing Departmental Vendor of Choice Bid #FY24NG-21)**

**Carolina Biological, Inc. for Items:**#97, thru #99 and #153; and

**Columbia Dentoform Corporation for Items:**#39 and #43; and

**W.F. Fisher & Sons, Inc. for Items:**#1 thru #25, #318, and #319; and

**Fluke Electronics Corp for Item:**#132; and

**Butler Animal Health Holding Co., LLC d/b/a Covertr North America for Items:**  
#26 thru #38, #42, #44 thru #68, #73 thru #94, #154 thru #215, #258, #259, #263,  
#265 thru #268, #289 thru #295, #307, #333, #334, #310, #315 thru #317 and #320; and

**Thales & Col, LLC d/b/a/ Rescue Critters, LLC for Items:**  
#261 and #262; and

**Surgiden, LLC for Items:**  
#40 and #41; and

**Paws2Claws for Items:**  
#260 and #308; and

**Midwest Veterinary Supply for Items:**  
#69 thru #72, #95, #96, #100 thru #131, #133 thru #137, #148, #149, #205, #216 thru  
#257, #269, and #396 thru #307; and

**Southeast Vet Lab for Items:**  
138 thru #147; and

**Patterson Veterinary Supply, Inc. for Items.**  
#311 thru #314 and #323 thru #334.

RESOLUTION NO. FY2024-124

**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.

January 2, 2024

**PERSONNEL RECOMMENDATIONS**

**New Hires**

Martins Idahosa

Assistant Professor II  
Computer Science  
Effective January 16, 2024

Emily Solan

Administrative Associate  
School, Community & Workforce Training Programs  
Effective January 8, 2024

**Reassignments/Transfers**

Natalie Daye Dick

From Student Support Services Success Coach, Permanent-part-time  
To Student Support Services Success Coach  
Effective January 8, 2024

Destiny Hill

From Navigator, Temporary part-time  
To Student Retention Specialist, Acting  
Effective January 8, 2024

Cara Horner

From Student Recruiter, Temporary part-time  
To Coordinator  
Arts at CCC  
Effective January 8, 2024

**Promotion**

Aurella Green

From Program Manager-Community Work Experience Program  
To Director, Acting  
Adult Basic Skills  
Effective January 8, 2024

**Separation**

Anthony Natale

Biology Lab Technician  
Academic Affairs  
Effective December 31, 2023

**Leaves**

Kimberly Pinto

Director of Operations  
New Jersey Child Assault Prevention  
Effective December 7, 2023 – February 29, 2024

Debra Schultz

Director of Curricula  
New Jersey Child Assault Prevention  
Effective October 25, 2023 – January 17, 2024

Katrina White                      Program/Resource Specialist  
Gateway to College  
Effective November 1, 2023 – December 13, 2023

***Government Services Division***

**Reassignments/Transfers**

Mikey Callan                      From Government Services Officer, Temporary part-time  
To Government Services Officer, Permanent part-time  
Financial Administrative Services  
Effective January 8, 2024

Mark Coney                      From Government Services Officer-LEO, Temporary part-time  
To Government Services Officer-LEO, Permanent part-time  
Financial Administrative Services  
Effective January 8, 2024

Ryan Dobleman                      From Government Services Officer, Temporary part-time  
To Government Services Officer, Permanent part-time  
Financial Administrative Services  
Effective January 8, 2024

Robert Hernandez                      From Government Services Officer, Temporary part-time  
To Government Services Officer, Permanent part-time  
Financial Administrative Services  
Effective January 8, 2024

Ross Hoffman                      From Government Services Officer, Temporary part-time  
To Government Services Officer, Permanent part-time  
Financial Administrative Services  
Effective January 8, 2024

**Separation**

Yanique Roache                      Government Services Officer  
Financial Administrative Services  
Effective December 19, 2023

**Leaves**

Charles Hamilton                      Government Services Officer  
Financial Administrative Services  
Effective December 12, 2023 – January 29, 2024

John Sesko                      Mechanic  
Financial Administrative Services  
Effective January 26, 2024 – April 1, 2024