

Chair Hanson called the **March 5, 2024** regular meeting of the Board of Trustees of Camden County College to order at 7:00 PM in Room 508 of College Hall, Camden Campus, Camden, 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 and February 20, 2024. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Annette Castiglione (Zoom), Tiara Clyde, Susan Croll (Zoom), John Hanson, Anthony Maressa, S. Jay Mirmanesh, Helen Troxell, Judith Ward, and Brett Wiltsey.

Board Members Absent: Carmen Rodriguez, and Jessica Stewart.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning (Zoom); Anne Daly-Eimer, Executive Dean of Student Affairs and Title IX Coordinator; Robert Doyle, Acting Executive Director of Public Safety Education and Training, Police Academy and Regional Emergency Training Center; Anthony Driggers, Dean of the Camden City Campus; David Edwards, Executive Vice President for Academic Affairs; Richard Erskine, Multimedia Specialist; Wendy Henson, Desktop Manager; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Karl McConnell, General Counsel; Jack Post, Chief Information Officer; Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, President's Office; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meetings

Motion made by Ms. Ward and seconded by Ms. Castiglione accepting the minutes of the February 6, 2024 public hearing and 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

- On February 15, the Men's Basketball team awarded Dru Jones-Edwards the "Faculty/Staff Member of the Game" Award for her countless efforts and contributions to the institution. Dru has worked at Camden County College for 10 years as a secretary for

the Health and Exercise Science, Ophthalmic, and Veterinary Nursing departments.
Congratulations, Dru!

- On February 8, the Camden County College Basic Course for Juvenile Detention Officers Class 35 held its Graduation. 12 graduates were honored, congratulations to all!
- Both the Men's and Women's Basketball teams made NJCAA Region 19 playoffs this year. Good luck, Cougars!

Recruitment

- On February 20, we hosted round one of the Garden State Esports Collegiate Circuit (GSECC), New Jersey's 1st in-person Intercollegiate Esports League, at the William G. Rohrer Center in Cherry Hill. Two area high schools (West Deptford High School and Woodbury High School), two Community Colleges (Camden County College and Brookdale Community College), two 4-year institutions (Stockton University and Rutgers University-Camden), and two industry leaders (Garden State Esports and Horizon AVL Esports Integration) were in attendance. GSECC is an in-person competitive esports league for New Jersey colleges, with a goal of creating a seamless high school-to-college-to-career pathway that will keep New Jersey's talent within the State's educational and professional spheres.

Retention and Reclamation

- On February 9, the Foundation hosted a Wine and Jazz Night at the Little Theater. Professor Michael Billingsley and the Arts at CCC Coordinator, Cara Horner performed jazz renditions of modern-day hits for a sold-out audience of 84!
- On February 20, The Center for Cultural Engagement hosted Historic reenactor and CCC Alumni, Keith Henley '08 on our Blackwood Campus who portrayed Matthew Henson (1866-1955) as part of The Center's Lunch & Learn series. Matthew Henson was an African American explorer, who is known for his expeditions throughout the Northern Hemisphere, and is acknowledged as the first man to reach the North Pole.
- On February 22, we held our rescheduled Opening Day Convocation Keynote Address at our Blackwood Campus. Dr. Amy Birge-Caracappa, Director of Assessment at Community College of Philadelphia discussed the process of preparing for Middle States evaluation, provided self-study examples and her first-hand insights on how to make institutional assessment manageable and meaningful.

- Compared to the same time last year, there has been a 12% increase in attendance at the Fitness Center, with the highest single day attendance of 50 people since reopening after the pandemic.
- We received our most recent Campus Pride Index update. As this is exactly one year from our first, it is worth reflecting on where we were and where we are.

Category	2/23	2/24
Overall	1.5 (26%)	2.5 (48%)
Sexual Orientation	1.5 (25%)	2.5 (47%)
Gender Identity/Expression	1.0 (19%)	2.5 (45%)
Policy and Inclusion	3.1 (55%)	3.5 (65%)
Support and Institutional Commitment	1.0 (11%)	3.0 (51%)
Academic Life	2.0 (33%)	2.0 (33%)
Student Life	1.0 (0%)	3.0 (51%)
Campus Safety	2.0 (39%)	2.5 (46%)
Recruitment and Retention	1.0 (19%)	2.5 (40%)

The jump from a flat “0%” and 1 star, for Student Life to a 51% and 3 stars is fantastic news! Recruitment and Retention also made a monster jump as did Support and Institutional Commitment. We have several additional “almost yes” items that we hope to check off by the end of the fiscal year. We should see even higher numbers soon.

There are several events upcoming like the LGBTQIA+ Job and Resources Fair on 4/10, a social event at Rohrer tentatively June 3 which will have our CCC Pride 365 Club inviting LGBTQ+ HS students for a night of board games and e-games to show a welcoming atmosphere if they choose CCC, a Pride Night at the Phillies fundraiser for the Pride Club, an LGBTQ+ book display and puzzle challenge at the Library, and several Pride 365 club meetings and pop-up visibility days. As you can see, our commitment to ensuring that our campus is a safe and inclusive community is paying off. On behalf of our LGBTQ+ students and staff, I thank the Board for the continued support of our efforts and the leadership at the college who have committed their time leading these efforts.

Realization

- Addictions Counseling Program Director LeRoy Stanford reports that ADD.CA majors are registered in a Healthworks Grant Apprenticeship program through the end of the academic year. The internships provide tuition funding for Addiction and Human Services courses undertaken at the College. Graduates will receive a Certificate in Alcohol & Drug Counseling (CADC) upon completion of coursework and their apprenticeship assignments. Fifteen graduating students are anticipated to walk at Commencement in spring of 2024.
- Honors Program Co-Directors Dr. Nancy Raftery and Professor Jennifer Hoheisel welcomed the largest mid-year class of Honors Program students since before the pandemic. Students were invited to join based on a cumulative GPA of 3.5 or higher after the fall semester, and 26 students chose to do so.
- Our Registered Nursing program students achieved a 92.65% first attempt pass rate (national average is 87.75%) on the National Council Licensure Exam (NCLEX) for Registered Nurses. Practical Nursing program students achieved a 93.75% first attempt pass rate (national average is 86.67%). Kudos to our nursing students!
- You may have heard by now that the Governor's budget included a \$20m reduction in state aid for community colleges which could result in a \$1.4m reduction in aid for Camden County College. We are executing a **Call to Action** for our school community to reach out to our legislators and representatives to reinstate support for community colleges. I have been asked to speak to the senate budget committee on behalf of community colleges to underscore the fact that this cut could SIGNIFICANTLY impact our ability to offer an affordable education coupled with the necessary programs, services and supports that are critical to student success. Please join me in advocating for CCC and all community college students.

Upcoming Events

- March 20 – The Center presents New Jersey Attorney General Matthew J. Platkin. Students are invited to join the New Jersey Attorney General to discuss the rise in bias and hate incidents in New Jersey, share their personal experiences, and learn about the resources available to help combat hate and bias. Join us at 12:30 p.m. in the Forum on the Blackwood Campus.

Grants, Contracts & Gifts

Resolution #141 – Mr. Wiltsey presented this resolution authorizing the College to accept a modification to its contract with the New Jersey Department of Children and Families for the

Child Assault Prevention Program for changes to the reimbursable ceiling for fiscal year 2024 to be increased to the new amount of \$1,967,730.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-141 (see attachment **5284A**). **Motion** carried unanimously.

Resolution #142 – Mr. Wiltsey presented this resolution approving acceptance of \$30,000 in grant funding from the Camden County Youth Services Commission for a pilot program to provide enrollment pathways and individualized mentorship for justice-impacted youths.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-142 (see attachment **5284B**). **Motion** carried unanimously.

Resolution #143 – Mr. Wiltsey presented this resolution authorizing the application, acceptance and submission of a budget amendment required for the purpose of managing the FY2024 allocation of the Strengthening Career and Technical Education for the 21st Century Act Grant.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-143 (see attachment **5284C**). **Motion** carried unanimously.

Academic and Student Affairs Committee

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

Resolution #144 – Ms. Croll presented this resolution approving adoption of an Intellectual Property definition which is inclusive of and pertaining to production of intellectual capital by the faculty, staff, and students of the college community. Ms. Croll noted that adoption of an Intellectual Property definition is required by the Middle States Commission on Higher Education.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-144 (see attachment **5284D**). **Motion** carried unanimously.

Resolution #145 – Ms. Croll presented this resolution authorizing the establishment of a Certificate of Achievement in Cybersecurity.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2024-145 (see attachment **5284E**). **Motion** carried unanimously.

FAFSA Simplification – Ms. Croll said that the Committee received an informative presentation highlighting changes to the Free Application for Federal Student Aid (FAFSA) including differences between the old and new applications and process as well as how these changes will impact students.

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 three action items and one bid/contract recommendation.

Resolution #146 – Mr. Wiltsey presented this resolution authorizing the destruction and scrapping of a 2015 Chevrolet 3500HD and a 2001 Saturn SL in accordance with the permission and terms of the General Motors Donation Program.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-146 (see attachment **5284F**). **Motion** carried unanimously.

Resolution #147 – Mr. Wiltsey presented this resolution authorizing an agreement with the Atlantic County Workforce Development Board for the College to act as an occupational/educational training vendor from the start of the program period through June 30, 2024.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-147 (see attachment **5284G**). **Motion** carried unanimously.

Resolution #148 – Mr. Wiltsey presented this resolution authorizing an agreement with the Rowan University/Rutgers-Camden Board of Governors for the joint board to sponsor and pay the tuition for a class to attend a Certified Medical Assistant Pathways Program commencing in February and September 2024. Mr. Wiltsey noted that the joint board will pay tuition of \$6,385 for each student they sponsor.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-148 (see attachment **5284H**). **Motion** carried unanimously.

Bid/Contract Recommendations

Resolution #149 – Mr. Wiltsey presented this resolution amending the bid award for Cosmetology Equipment and Supplies to include the award for Item #313 to both bidders: 1) The Burmax Company; and 2) Salon Equipment USA.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution #'s FY2024-149 & 122 (see attachment **5284I**). **Motion** carried unanimously.

Personnel

Dr. Pugh-Bassett presented **Resolution FY2024-150**- Personnel Actions, dated March 5, 2024.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-150 (see attachment **5284J**). **Motion** carried unanimously.

Old Business

None.

New Business

None.

Adjournment

Motion to adjourn the meeting made by Ms. Ward and seconded by Mr. Wiltsey. **Motion** carried unanimously. The meeting adjourned at 7:18 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2024-141

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT INCREASED FUNDING OFFERED BY THE NEW JERSEY DEPARTMENT OF CHILDREN AND FAMILIES FOR THE CHILD ASSAULT PREVENTION PROGRAM AND TO MODIFY THE AGREEMENT AS TO THE FUNDING TO THE REIMBURSABLE CEILING FOR FISCAL YEAR 2024

WHEREAS, N.J.S.A. 18A:64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and section (1) authorizes the Board to accept funds; and

WHEREAS, the College was awarded a “Child Assault Prevention” program contract from the Department of Children and Families for the performance period of July 2, 2023 to June 30, 2024 with a Reimbursable Ceiling in the amount of \$1,858,475; and

WHEREAS, the College has been notified that the contract with the Department of Children and Families, Division of Family and Community Partnerships (DFCP), is being modified effective July 1, 2023, for a further grant so as to increase the Reimbursable Ceiling from \$1,858,475 to \$1,967,730; and

WHEREAS, Board acceptance is recommended by Helen Antonakakis, Executive Director for Finance and Planning.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby agrees to amend the agreement and accepts an increase in funding from the New Jersey Department of Children and Families for the “Child Assault Prevention” program for Fiscal Year 2024 in the amount of \$1,967,730; 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 a modification to its contract with the NJ Department of Children and Families for the Child Assault Prevention Program for changes to the reimbursable ceiling for Fiscal Year 2024 to be increased to the new amount of \$1,967,730.

March 5, 2024

RESOLUTION AUTHORIZING THE COLLEGE TO ACCEPT GRANT FUNDING FOR A PILOT SUPPORT PROGRAM FOR JUSTICE IMPACTED YOUTHS

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 § (o), the Camden County College Board of Trustees is authorized to enact such rules and regulations as may be appropriate for the maintenance and operation of the College; and

WHEREAS, the College has engaged in planning dialogue with the Camden County Youth Services Commission for a pilot program to provide intake, advisement and higher education placement of justice-impacted youths up to twenty-six years of age; and

WHEREAS, the College would provide needs assessment, enrollment pathways and individualized mentorship in either for-credit or pre-college programming; and

WHEREAS, the Camden County Youth Service Commission has approved program funding in the amount of \$30,000 for the College’s participation in the pilot support initiative; and

WHEREAS, the President of the College recommends to the Board of Trustees that the College accept the grant funding allocated by the Camden County Youth Services Commission; and

WHEREAS, the Board of Trustees has examined relevant information and materials related to the funding allocation and proposed pilot program objectives;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves acceptance of Camden County Youth Services Commission pilot program funding in the amount \$30,000.

SUMMARY STATEMENT

This resolution approves acceptance of \$30,000 in grant funding from the Camden County Youth Services Commission for a pilot program to provide enrollment pathways and individualized mentorship for justice-impacted youths.

RESOLUTION NO. FY2024-143

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO THE FY2024
STRENGTHENING CAREER AND TECHNICAL EDUCATION FOR THE 21ST
CENTURY ACT GRANT**

WHEREAS, since 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 previously approved the application and acceptance of the original Strengthening Career and Technical Education for the 21st Century Act Grant Award, Federal Award Identification Number (FAIN): V048A230030 for FY2024 amount of \$844,612 at the June 23, 2023 meeting of the Board; and

WHEREAS, the Strengthening Career and Technical Education for the 21st Century Act emphasizes local accountability for yearly results, program improvement, increased coordination within the CTE system, stronger academic and technical integration, connections between secondary and postsecondary education, and stronger links to business and industry; and

WHEREAS, the purposes and objectives of the Strengthening Career and Technical Education for the 21st Century Act are consistent with the mission of the College; and

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

WHEREAS, this budget amendment request has been reviewed and endorsed by Dr. Teresa A. Smith, Dean of Academic Affairs/Perkins Post Secondary Project Director and Dr. David Edwards, Executive Vice President of Academic Affairs.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby approves the submission of budget amendments required for the purpose of managing the FY2024 Strengthening Career and Technical Education for the 21st Century Act Grant, and that the appropriate officers of Camden County College are hereby authorized to sign and execute such contracts or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes the application, acceptance and submission of a budget amendment required for the purpose of managing the FY2024 allocation of the Strengthening Career and Technical Education for the 21st Century Act Grant.

March 5, 2024

**RESOLUTION ADOPTING A COLLEGE-WIDE DEFINITION OF
INTELLECTUAL PROPERTY**

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 mandated development and public disclosure of an Intellectual Property definition as part of its reaccreditation exit report in 2018; and

WHEREAS, over time input was solicited from the College Faculty Association, the Information Technology Planning Group, and the Communications department; and

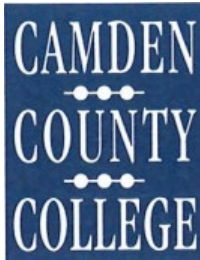
WHEREAS, an Intellectual Property definition was compiled and shared with the College community and endorsed by the President.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves adoption of an Intellectual Property definition, which is inclusive of and pertaining to production of intellectual capital by the faculty, staff, and students of the College community.

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 adoption of an Intellectual Property definition, as required by the Middle States Commission on Higher Education.



Intellectual Property

As an institution of higher education, Camden County College supports and sustains production of intellectual capital by the faculty, staff, and students of the College community. Intellectual property comprises all original ideas and works created in the interest of identity for Camden County College, both tangible and intangible. It constitutes a broad and inclusive spectrum of assets, including but not limited to instructional content, scholarly works, artistic expression, and innovative creations. Within this expansive domain, there exists a diverse array of elements, such as course of study, designed graphics, symbols, distinctive names, images, and computer code, all produced in service to students and the mission and goals of the College.

2/2024

March 5, 2024

**RESOLUTION RECOMMENDING A CERTIFICATE OF ACHIEVEMENT IN
CYBERSECURITY (CYB.CA)**

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, John Steiner, Dean of Math, Science and Health Careers, has recommended that the College adopt an educational program leading to a Certificate of Achievement in Cybersecurity; and

WHEREAS, the recommendation has been reviewed and endorsed by Dr. David Edwards, Executive Vice President for Academic Affairs and by the President of Camden County College; and

WHEREAS, the Board of Trustees of Camden County College has examined materials relevant to a proposed program leading to a Certificate of Achievement in Cybersecurity; and

WHEREAS, the Board of Trustees is satisfied that the proposed academic credential does not exceed or change the mission of the College; has been the subject of favorable internal review; and requires no significant additional resources; and

WHEREAS, the Board of Trustees attests to the foregoing;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College approves a Certificate of Achievement in Cybersecurity (CYB.CA).

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

SUMMARY STATEMENT

This resolution authorizes the establishment of a Certificate of Achievement in Cybersecurity (CYB.CA).

NEW CURRICULUM PROPOSAL



Curriculum Title: Cybersecurity

Is this an option proposal? ___yes ___X___no

(If yes, attach the base curriculum to this proposal. Options can differ by as many as 24 credits from the base curriculum.)

Is this a track proposal? ___yes ___X___no

(Tracks can differ by as many as 9 credits from the option.)

Degree: Certificate of Achievement **Curriculum Code:** CYB.CA

Department/Program Affiliation: Computer Systems Technology / Cybersecurity

Degree Sponsored By: Professor Stephen Dorsey

1. Indicate the purpose of this curriculum. A complete listing of the curriculum - semester by semester - must be attached to this proposal. The listing should appear as if it were ready to go into the Curricula Guide.
The purpose of this curriculum is to prepare students for an entry level position in the Cybersecurity field. According to the US Bureau of Labor Statistics, cybersecurity will be a high demand occupation.
2. List new courses that will be in the curriculum.
CST-110 Cybersecurity Analyst
3. List the program goals.
The goal of this program is to prepare students for entry level positions in the cyber security field. The Cybersecurity Certificate prepares students for entry level employment in the field of information security. Major areas of study include networking fundamentals, operating systems, network defense, and computer forensics. The courses in this certificate program combine theory and application in order to develop and implement appropriate information security policies and procedures.
4. List the Program Student Learning Outcomes.
At the end of the program the graduates will be able to:
 1. Demonstrate how to conduct digital forensics investigations and to investigate potential security breaches of computer data as assessed in CST-110 and CST-210.
 2. Examine professional and ethical codes of conduct with respect to cyber forensics as assessed in CST-110, CST-210, and CST-220.
 3. Identify security risks and summarize possible remedies as assessed in CST-102, CST-CST-110, and CST-210.
 4. Develop solutions for networking and security problems, balancing business concerns, technical issues, and security as assessed in CST-102, CST-109, and CST-110.
5. Indicate the transferability of the program.
While this is not a transfer program, the courses in this program may be accepted for transfer to a 2- or 4-year college.

6. Describe its relationship to the Institutional and Strategic Plan.

This certificate of achievement relates to the institutional goal in that it provides a training program for business and industry. It relates to the strategic plan by providing accessible and affordable educational opportunities and by responding to the needs of the regional labor force, collaborative partners and community members.

This certificate of achievement will provide state-of-the-art programs to meet the regional demand for student gainful employment and occupational advancement.

7. Document how this curriculum meets Camden County College's general education goals. Where applicable, please list the courses that meet general education goals. (See attached General Education Addendum for course categories.)

This program does not meet Camden County College's general education goals.

8. List the campus(es) at which program will be offered.

This program will be offered at the Blackwood and Cherry Hill campuses.

9. Indicate the anticipated student enrollment.

The anticipated student enrollment for this certificate is 15 students per year with a projected growth of 45 students per year within five years.

10. List similar programs in the state and indicate how this program would differ from those already being offered.

Passaic County Community College:

Certificate of Achievement, 20 Credits 9 Credits from Criminal Justice

All our courses are security courses, to prepare students for the job market

Brookdale Community College

Cybersecurity Academic Credit Certificate of Achievement 12 – 18 credits

Our program offers a wider scope of Cybersecurity disciplines

Essex County College

Cybersecurity Academic Certificate 30 credits

Compatible to our program, includes 6 Gen Ed credits

NJCU New Jersey City University

Cyber Defense, Certificate, 9 credits

Our program offers a wider scope of Cybersecurity disciplines

Raritan Valley Community College

Computer Networking & Cybersecurity, Certificate 30 credits

Our program offers a wider scope of Cybersecurity disciplines

11. Show evidence of the need for this new curriculum and include any Consultant's Report.

As stated by the Association for Computing Machinery Education Board, "By all accounts, the world faces a current and growing workforce shortage of qualified cybersecurity professionals and practitioners. In fact, both government and non-government sources project nearly 1.8 million cybersecurity-related positions going unfilled by 2022. The workforce demand is acute, immediate, and growing. In order to develop the required talent, academic departments across the spectrum of computing disciplines are launching initiatives to establish new

cybersecurity programs or courses of study within existing programs.” There is no Certificate of Achievement in Cybersecurity offered in this area of New Jersey.

Consultant’s reports are not required for certificate programs.

12. Describe the proposed curriculum’s Certification Requirements.

This is a Certificate of Achievement program with only 21 credits required.

13. Certify its Accreditation.

This section is non-applicable.

14. List any needs that have to be considered in offering this curriculum. Comment as to any requirements for:

a. Faculty

The current CST fulltime and adjunct instructors will deliver these courses.

b. Facilities, equipment, computer classrooms

Students and instructors will utilize existing resources that are located in the CIM 102 CST/CYB Lab and ROH 206 Cyber lab.

c. Open computer labs

Do you expect students will use the College’s computer labs while enrolled in this curriculum? If so, describe for what purpose? *(For example, if the course has a writing or oral presentation component, indicate that students may use the College open labs to compose papers or prepare presentations; if the textbook comes with a CD, indicate that students may wish to use it in the open labs.)*

Students may use the College computer labs to support this curriculum.

d. Library resources

What library/scholarly information resources are needed to support this curriculum? *(For example, if the course has a research component, indicate some of the library resources that the students will be expected to use, such as audio-visual, textual, etc.)*

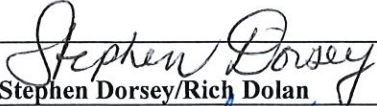



Existing library resources will be sufficient.

e. Finances

Current CST/CYB Department finances are adequate to support this new curriculum.

f. Other

There are no other resources anticipated.

Department/Program Approval	 Stephen Dorsey/Rich Dolan	DATE:	10/3/23
Division Chairs/Coordinators Approval	John Steiner 	DATE:	10/10/23
Curriculum Committee Approval		DATE:	11/6/23
Chief Academic Officer Approval		DATE:	12/14/23

**Cybersecurity
Proposed**

Degree: Certificate of Achievement

College Code: CYB.CA

Code	Course	Credits
First Year/First Semester		
CIS -181	Linux/Unix Essentials	3
CST-102	Introduction to Networking	3
CST-109	Building/Upgrading/Repairing	3
CST-110	Cyber Security Analyst	3
		12
First Year/Second Semester		
CIS-238	Database Security and Protection	3
CST-210	Digital Forensics and Investigations	3
CST-220	Ethical Hacking and Penetration Testing	3
		9
	Total Credits	21

RESOLUTION NO. FY2024-146

RESOLUTION AUTHORIZING DISPOSAL OF TWO GENERAL MOTORS VEHICLES WHICH ARE PART OF THE GM DONATION PROGRAM

WHEREAS N.J.S.A. 18A-64A-12(k) specifically authorizes the Board of Trustees to accept from any source contributions of property for the mission of the College; and

WHEREAS, the General Motors Corporation and General Motors dealerships have generously sponsored an Automotive Service Educational Program (ASEP) at Camden County College since 1983 on the Blackwood campus so that our students would be well prepared when they take courses and are experienced working on late model General Motors vehicles; and

WHEREAS, the General Motors Donation program has provided the College's training program with the possession of vehicles for use solely as a training tool according to the terms of that program, and such vehicles are not permitted to be driven on the road or to be anywhere but on the Blackwood campus pursuant to the terms of the GM Donation program; and

WHEREAS, pursuant to the College's participation in that program, the College is authorized to schedule vehicles for destruction and scrapping; and

WHEREAS, pursuant to the College's participation in that program, the College scheduled Schram Auto Parts to destroy/scrap the white 2015 Chevrolet 3500HD, VIN #1GB3CYC86FF631365, and the silver 2001 Saturn SL2, VIN #1G8ZJ54791Z0157EX, pursuant to the restrictions and terms as governed by the agreement with General Motors; and

WHEREAS, Chris Gallo, Teaching Administrator/Director, Automotive Technology, Sarah Iepson, Dean of Liberal Arts & Professional Studies, Dr. David Edwards, Executive Vice President for Academic and Student Affairs, and Helen Antonakakis, Executive Director of Finance and Planning, recommend continuing this relationship and the destruction of the above vehicles; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the destruction of the above vehicles in accordance with the permission and terms of The General Motors Donation program

BE IT FURTHER RESOLVED that the Board of Trustees of Camden County College expresses their great appreciation for the generous support and continuing commitment from General Motors.

SUMMARY STATEMENT

This resolution authorizes the destruction and scrapping of the white 2015 Chevrolet 3500HD, VIN #1GB3CYC86FF631365, and the silver 2001 Saturn SL2, VIN #1G8ZJ54791Z0157EX pursuant to the GM Donation program.

March 5, 2024



SCRAPPING CERTIFICATION/AUTHORIZATION

Email scrapping request to gmdonations@trainingsupportadmin.com

On 2 / 16 / 2024, the following vehicle:
(month) (day) (year)

VIN																
1	G	B	3	C	Y	C	8	G	F	F	G	3	1	3	6	5

<u>2015</u>	<u>CHEVROLET</u>	<u>SILVERADO 3500 HD</u>	<u>WHITE</u>
YEAR	MAKE	MODEL	COLOR

Was crushed at the following location:

Salvage Company: SCHARM AUTO PARTS
 Street Address: _____
 City, State, Zip: _____

I, _____ hereby certify that I witnessed the
(Print name of certified scrapping representative)

total mutilation of the vehicle(s) listed above. The vehicles have been destroyed beyond any further use.

<u>[Signature]</u>	<u>2/5/2024</u>
AUTOMOTIVE INSTRUCTOR SIGNATURE	DATE
<u>[Signature]</u>	<u>2/5/2024</u>
SCHOOL ADMINISTRATOR SIGNATURE	DATE
<u>[Signature]</u>	<u>2/6/2024</u>
SALVAGE COMPANY REP SIGNATURE	DATE

SCHOOL RESPONSIBLE FOR VEHICLE DESTRUCTION:

Institution Name: CAMDEN COUNTY COLLEGE
 Contact Name: CHRIS GALLO
 Address: 200 COLLEGE DRIVE
 State/City/Zip: BLACKWOOD NJ 08012
 Phone Number: (856) 625-2433 Fax Number: () - -



SCRAPPING CERTIFICATION/AUTHORIZATION

Email scrapping request to gmdonations@trainingsupportadmin.com

On 2 / 6 / 2024 the following vehicle:
(month) (day) (year)

VIN																
1	G	8	Z	J	5	4	7	9	1	Z	0	1	5	7	E	X

<u>2001</u>	<u>SATURN</u>	<u>SL</u>	<u>SILVER</u>
YEAR	MAKE	MODEL	COLOR

Was crushed at the following location:

Salvage Company: SCHRAM AUTO PARTS
 Street Address: _____
 City, State, Zip: _____

I, _____ hereby certify that I witnessed the
(Print name of certified scrapping representative)

total mutilation of the vehicle(s) listed above. The vehicles have been destroyed beyond any further use.

<u>[Signature]</u>	<u>2/5/2024</u>
AUTOMOTIVE INSTRUCTOR SIGNATURE	DATE
<u>[Signature]</u>	<u>2/5/2024</u>
SCHOOL ADMINISTRATOR SIGNATURE	DATE
<u>[Signature]</u>	<u>2/6/2024</u>
SALVAGE COMPANY REP SIGNATURE	DATE

SCHOOL RESPONSIBLE FOR VEHICLE DESTRUCTION:

Institution Name: CAMDEN COUNTY COLLEGE
 Contact Name: CHRIS GALLO
 Address: 200 COLLEGE DRIVE
 State/City/Zip: BLACKWOOD NJ 08012
 Phone Number: (856) 625-2433 Fax Number: () - -

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACT AS A SERVICE PROVIDER FOR THE ATLANTIC COUNTY WORKFORCE DEVELOPMENT BOARD FOR ITS OCCUPATIONAL/EDUCATIONAL TRAINING VENDOR PROGRAM

WHEREAS, ATLANTIC COUNTY WORKFORCE DEVELOPMENT BOARD FOR OCCUPATIONAL/EDUCATIONAL TRAINING was the recipient of a grant and funds from the New Jersey Department of Labor and Workforce Development under the Workforce Innovation and Opportunity Act (WOIA) and Work First New Jersey (WFNJ) funds and the grant was for the period from July 1, 2022 to June 30, 2024; and

WHEREAS, Atlantic County (the “County”) has now identified that it has a need to utilize Camden County College as an eligible, accredited and experienced training provider so as to contact with CCC to the provide the educational and/or occupational training services in the classroom to individuals who cannot obtain employment without said training, which services shall be paid via the Workforce Innovation Opportunity Act and Work First New Jersey “training” funds; and

WHEREAS, Camden County College (the “College”) is qualified as an Occupational/Educational Training Vendor, and is listed as an eligible vendor on the statewide vendor list, and has the facilities to provide this service to the WDB; and

WHEREAS, that County, through the WDB, has the funding for this program and agrees to compensate the College for students in an amount estimated at \$5,000 per student receiving training; and

WHEREAS, that County and the College agree that their educational, community interests and public purposes will be promoted by completion and delivery of such a provider arrangement; and

WHEREAS, Board approval to make the application 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 the proper officials be and are hereby authorized to execute all documents necessary to affect an Agreement to make the College a training provider with the County of Atlantic as an Occupational/Educational Training Vendor in accordance with the Training Provider guide and the Agreement accompanying this resolution.

SUMMARY STATEMENT

This resolution authorizes the College to become and to act as a Training Provider with the Atlantic County Workforce Development Board and to sign and operate in accordance with The State DOLWD grant and the Atlantic County Provider Guide as an Occupational/Educational Training Vendor for the period authorized by the grant through to June 30, 2024.

RESOLUTION AUTHORIZING AN AGREEMENT BY AND BETWEEN ROWAN UNIVERSITY/RUTGERS-CAMDEN BOARD OF GOVERNORS AND CAMDEN COUNTY COLLEGE

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 Rowan University/Rutgers–Camden Board of Governors (Joint Board) has three overarching objectives, one of which is a focus on civic engagement and building a variety of pathways to engage the community pertaining to health-related issues; and

WHEREAS, Camden County College is an authorized training services provider of health-related programming; and

WHEREAS, the Joint Board is seeking a partnership with Camden County College to support the Certified Medical Assistant (“CMA”) Pathways Program, a community-based program that will have an appreciable impact on the city of Camden and the region for years to come; and

WHEREAS, the proposed Agreement will be for a term of 12 months from the date of the fully executed agreement and for which the Joint Board will pay the College the student’s tuition of \$6,385 for each student that they sponsor who is receiving the training and classes are scheduled to begin in February and September; and

WHEREAS, Board approval to enter into this agreement 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 the College enter into an Agreement with the Rowan University/Rutgers–Camden Board of Governors for the term of 12 months from the fully executed date of the agreement; and

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to negotiate and to execute any further terms and all documents necessary to effectuate an appropriate an Agreement with the Rowan University/Rutgers–Camden Board of Governors (Joint Board).

SUMMARY STATEMENT

This resolution authorizes an agreement between the College and the Rowan University/Rutgers – Camden Board of Governors for the Joint Board to sponsor and pay the tuition for a class to attend a Certified Medical Assistant (“CMA”) Pathways Program commencing in February and September 2024. The classes start in February and September and are located at the Camden Campus. The agreement term will be for the period of 12 months from the fully executed date of the agreement. The Joint Board will pay tuition of \$6,385 for each student that they sponsor. After successful training in this program and serving their clinical hours the students will be certified to sit for an independent qualifying exam.

RESOLUTION NO. FY2024-149

AMENDING RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR COSMETOLOGY EQUIPMENT AND SUPPLIES TO CORRECT CLERICAL ERROR

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 publicly advertised 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 ESCNJ 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 WERE rejected as no longer requires these items; and

WHEREAS, Margo Venable, Executive Dean, Kaina Hanna, Associate Dean; 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 certified funding is available in account #9220687-60720 and #9250681-60720.

THEREFORE, BE IT RESOLVED by the BOARD that the aforementioned **Bid** award for **Cosmetology Equipment and Supplies FY24ITB-20** is AMENDED as listed below to include the awards for Item #313 to both bidders: 1) **The Burmax Company as listed below; and 2) Salon Equipment USA** as listed below 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.

SUMMARY STATEMENT

This resolution amends the contract 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.

March 5, 2024

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

Bidders	Total Bid	% Discount on Misc. Items
The Burmax Company Holtsville, NY	\$4,534.08	5 % plus shipping
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 thru #313; and

Salon Equipment, USA for Items: #2, #11, #13, #14 and #313; 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 NO. FY2024-150

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.

March 5, 2024

PERSONNEL RECOMMENDATIONS

New Hires

Erica Iraheta

Professional Advisor
Advisement Center
Effective March 11, 2024

Faith Spegel

Enrollment Services Associate, part-time
Registration Services
Effective March 11, 2024

Brandon Troutman

Admissions Navigator, Permanent part-time
Admissions
Effective March 11, 2024

Promotions

Richard Cummings

From Program Technician
To Instructional Designer
eLearning & Academic Support Services
Effective March 11, 2024

David DiVenti

From Continuing Education Allied Health Teaching Administrator
To Supervisor, Continuing Education Allied Health Teaching Administrator
Career & Technical Institute/SCWTP
Effective March 11, 2024

Alan Nobles

From Supervisor, Public Safety
To Training Coordinator, Acting
Public Safety
Effective March 11, 2023

Reassignments/Transfers

Donald Delaney

From Director of High School Partnership Programs, Acting
To Director of High School Partnership Programs
School, Community & Workforce Training Programs
Effective March 11, 2024

Rosalie DeNardo

From Assistant Dean, Acting
To Assistant Dean
eLearning & Academic Support Services
Effective March 11, 2024

Melanie Gaskins

From CTE Perkins Diversity Coordinator, Temporary part-time
To CTE Perkins Diversity Coordinator
Center for Career Planning & Advancement
Effective March 11, 2024

Board of Trustees Minutes Attachment #5284J

RESOLUTION NO. FY2024-150-1

Robert Hammond From Student Coach, Temporary part-time
To Program Manager, Acting
Adult Basic Skills
Effective March 11, 2024

Chalyn Hickson From Admissions Recruiter, Acting
To Admissions Recruiter
Recruitment
Effective March 11, 2024

Sharon Hunsinger From Office Associate, Temporary part-time
To Office Manager
New Jersey Child Assault Prevention
Effective March 11, 2024

Monica Jetter From Administrative Associate, Acting
To Administrative Associate
School, Community & Workforce Training Programs
Effective March 11, 2024

Elizabeth Rodriguez From Assistant Director – Nita M. Lowey 21st Century
Community Learning Center, Acting
To Assistant Director – Nita M. Lowey 21st Century
Community Learning Center
School, Community & Workforce Training Programs
Effective March 11, 2024

Title Changes

Derena Shafer From Director of Career Services
To Director of Center for Career Planning and Advancement
Academic Affairs
Effective March 11, 2024

Marc Taylor From Academic Coach
To Senior Option, Program Manager
School, Community & Workforce Training Programs
Effective March 11, 2024

Separations

Camilla Danielson B Secretary
Math, Science & Health Careers
Effective July 31, 2024

Giselle Tomassone Community Service Officer
Public Safety
Effective April 30, 2024

Donald Wilkus Coordinator
Facilities
Effective July 31, 2024

Leaves

Drucilla Jones-Edwards	B Secretary Math, Science & Health Careers Effective March 4, 2024 – June 30, 2024
Amber Hegeman	Director Student Recruitment Effective February 19, 2025 – December 1, 2024
Lonese Kato	Office Assistant Gateway to College Effective January 26, 2024 – June 7, 2024
Robert Settanni	Customer Service Representative Public Safety Effective February 5, 2024 – February 4, 2025
Clarissa Coffay	Student Advisor Educational Opportunity Fund Effective January 6, 2024 - July 1, 2024

Government Services Division

Reassignments/Transfers

Eric Davies	From Government Services Officer-LEO, Temporary part-time To Government Services Officer-LEO, Permanent part-time Financial Administrative Services Effective March 11, 2024
Elvin Marmolejos-Valdez	From Government Services Officer-Military, Temporary part-time To Government Services Officer-Military, Permanent part-time Financial Administrative Services Effective March 11, 2024

Leaves

Craig Giunta	Supervisor-Mechanical Facilities Effective January 23, 2024 – March 23, 2024
Charles Hamilton	Government Services Officer Financial Administrative Services Effective January 30, 2024 – March 5, 2024