

John T. Hanson, Chair, called the **November 8, 2023** reorganization meeting of the Board of Trustees of Camden County College to order at **7:01 PM** in the Board Room, Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey. The option to participate remotely via Zoom was also available.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been published via letter transmitted to the *Courier Post* and the *Retrospect* on November 2, 2022. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Susan R. Croll, John T. Hanson, Anthony J. Maressa, S. Jay Mirmanesh, Carmen Rodriguez, Jessica R. Stewart, Helen Albright Troxell, and Judith J. Ward.

Board Members Absent: Annette Castiglione, Karen S. Halpern, and Brett Wiltsey.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Jennifer Craig, Administrative Assistant, President's Office; Orlando Cuevas, Executive Director of Public Safety Education and Training, Police Academy and Regional Emergency Training Center; David Edwards, Executive Vice President for Academic and Student Affairs; John Gibson, Chief of Public Safety; Wendy Henson, Desktop Manager; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, ISD Technician; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Jack Lipsett, Director of Financial Administrative Services; 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.

Election of Officers

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

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

Ms. Stewart announced that the Nominating Committee recommended the following slate of officers to serve until November 6, 2024:

John T. Hanson	Chair
Susan R. Croll	Vice Chair

Anthony J. Maressa
Brett Wiltsey

Secretary
Treasurer

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

Motion made by Dr. Mirmanesh and seconded by Ms. Ward to accept the slate of officers presented by the Nominating Committee. **Motion** carried unanimously.

Mr. Hanson assumed the Chair and called on Ms. Ward to present a report from the Business Affairs, Audit & Campus Development Committee

Report of the Business Affairs, Audit & Campus Development Committee

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

Resolution FY2024-58 – Ms. Ward presented this resolution designating the President as the contracting agent for the College and authorizing the President to negotiate or award a purchase for items below the bid threshold and to approve purchase orders and to execute a contract for such purchase below that amount. Ms. Ward noted that this resolution further authorizes the President to negotiate and execute contracts and all documents for the College pursuant to resolutions by the Board in excess of the bid threshold.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-58 (see attachment **5246A**). **Motion** carried unanimously.

Resolution FY2024-59 – Ms. Ward presented this resolution authorizing the College to utilize any contract or authorized distributors/dealers to procure various items under either the New Jersey State Contract, Camden County Cooperative Pricing System or New Jersey Educational Cooperative Purchasing System, for either Middlesex or Morris counties or NJEDGE or any other state approved cooperative for whom the College participation has been approved on an as-needed basis for the coming year of the reorganized Board.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-59 (see attachment **5246B**). **Motion** carried unanimously.

Resolution FY2024-60 – Ms. Ward presented this resolution establishing meeting dates and times for the reorganized Board of Trustees and the new Board of Trustees year.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-60 (see attachment **5246C**).

The following roll-call vote was recorded:

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

NOES: None.

ABSTENTIONS: None.

Resolution FY2024-61 – Ms. Ward presented this resolution authorizing the Executive Committee of the Board to consider College business, to consult with the President and staff and to provide direction, and where necessary, to authorize appropriate action if emergent matters require such during the period in between Board meetings.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-61 (see attachment **5246D**). **Motion** carried unanimously.

Resolution FY2024-62 – Ms. Ward presented this resolution designating the *Courier Post* and the *Retrospect* as the official newspapers for the College for 2023-2024.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-62 (see attachment **5246E**). **Motion** carried unanimously.

Motion carried unanimously.

Board of School Estimate

Motion made by Ms. Troxell and seconded by Ms. Stewart appointing Mr. Maressa and Ms. Ward to serve on the Board of School Estimate for 2023-2024. **Motion** carried unanimously.

Committee Assignments

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

Policy Committee

John Hanson, Chair

Susan Croll

Dr. S. Jay Mirmanesh

Jessica Stewart
Judith Ward

Academic & Student Affairs Committee

Susan Croll, Chair
Annette Castiglione
Tiara Clyde
Karen Halpern
Dr. S. Jay Mirmanesh
Carmen Rodriguez

Business Affairs, Audit & Campus Development Committee

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

Foundation Board of Directors

Anthony Maressa
Jessica Stewart
Judith Ward

Adjournment

Motion to adjourn made by Ms. Ward and seconded by Ms. Stewart. The Annual Reorganization meeting ended at 7:11 P.M.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

November 8, 2023

RESOLUTION NO. FY2024-58

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

WHEREAS, the Board of Trustees is duly endowed by the County Colleges Act, N.J.S.A. 18A:64A-12; and the County Colleges Contracts Law, N.J.S.A. 18A:64A-25.1 et seq. with all necessary general powers to take such actions as it deems appropriate and is specifically authorized to delegate the authority to “make, negotiate, and award” agreements, contracts or purchases below the bid threshold by appointing a “Contracting agent” to do so by formal Resolution of the Trustees pursuant to N.J.S.A. 18A:64A-25.3; and

WHEREAS, the Legislature has specifically empowered the Board of Trustees to designate a “Contracting Agent” for the college to mean the business officer “. . . or such officer . . . delegated by the county college;” N.J.S.A. 18A:64A-25.2 (c); and N.J.S.A. 18A:64A-12(e) states that the appointed President of the College shall be the chief executive office of the College; and

NOW, THEREFORE, BE IT RESOLVED on this date at the Fiscal Year 2024 Reorganization of and by the 2024 Board of Trustees hereby designate and authorize until further Resolution or Reorganization of the Board as follows:

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

SUMMARY STATEMENT

This resolution designates the President as the Contracting agent for the College and authorizes her to negotiate or award a purchase for items below the Bid Threshold and to approve purchase orders and to execute a contract for any such purchase below that amount. It also authorizes the President to negotiate and execute contracts and all documents for the College pursuant to resolutions by the Board in excess of the bid threshold. The College has legislative authority to make purchases without specific Board action below the Bid Threshold, and if over \$17,500.00 it may also do so provided the requirements of a Non-Fair and Open are met. This resolution constitutes the N.J.S.A. 18A:64A-25-3 delegation authority and properly accomplishes that in accordance with the Act and BOT Policy #418 for the College.

November 8, 2023

RESOLUTION NO. FY2024-59

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

WHEREAS, Camden County College (CCC) is a separate corporate entity created pursuant to N.J.S.A. 18A:64A-1 et seq. whose purchasing and contracting is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*, and pursuant to N.J.S.A. 18A:64A-25.9, purchases and contracts for materials and services pursuant to Agreements procured on behalf of the State of New Jersey by the Division of Purchase and Property which by the State agents comply with the procurement laws which would otherwise require the College to exercise public advertising and bidding; and

WHEREAS, the College Board of Trustees, on July 24, 2014 passed Resolution No. FY2015-03 which authorized purchasing from specific New Jersey State Contract vendors and various authorized distributors/dealers and has done so each year since; and N.J.S.A. 40A:11-11(5) as well as N.J.S.A. 18A:64A-25.10 authorizes contracting units to establish or participate in Cooperative Pricing Systems and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the College had previously joined: the CAMDEN COUNTY COOPERATIVE PRICING SYSTEM (CCCPS) with Camden County designated as the “Lead Agency” in a Cooperative Pricing System pursuant to applicable law and regulation for the purchase of goods and services and the State having approved the Pricing System and CCC’s participation; and also CCC joined the Educational Services Commission of NJ (ESCNJ) for Middlesex County and for Morris County, hereinafter referred to as the “Lead Agency” which offered voluntary participation in its State approved Cooperative Pricing System, duly established pursuant to law and regulation and whose participation was approved by the College Trustees in Resolution FY2014-188 and again in 2018 in Resolution FY2018-229 and the State specifically approved that membership for this College in the ESCNJ; and

WHEREAS, NJEdge.Net, Inc. hereinafter referred to as the “Lead Agency” for EdgeMarket, offered voluntary participation in its State approved Cooperative Pricing System, which also was duly established pursuant to law and regulation and the College Trustees on April 3, 2018 in Resolution FY2018-161 approved joining and the State also specifically approved the membership of Camden County College in the EdgeMarket for the provision and performance of such; and in a similar fashion the College has been a state approved member of the following purchasing groups: Joint Purchasing Consortium, County Coop, ESCNJ, NJEDGE, Hunterdon County Coop, Camden County Educational Coop, Morris County Coop; and

WHEREAS, it is the recommendation of the College’s Manager of Purchasing, Melissa Manera, Jack Lipsett, Executive Director of Financial Administrative Services, and Helen Antonakakis, Executive Director of Finance and Planning, to procure various supplies, equipment, and various items and services through the New Jersey State Contract vendors and/or these above listed approved CO-OP’s and purchasing groups and from each of their various authorized distributors/dealers on an as-needed basis for the coming 2024 year of this Reorganized Board; and

November 8, 2023

RESOLUTION NO. FY2024-59

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

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

SUMMARY STATEMENT

This resolution authorizes the College to utilize any contract or authorized distributors/dealers to procure various items under either the New Jersey State Contract, (NJSC) Camden County Cooperative Pricing System (CCCPS) or New Jersey Educational Cooperative (NJECPS) Purchasing System, for either Middlesex or Morris counties or NJEDGE or any other state approved Cooperative for whom the Colleges participation has been approved on an as-needed basis for the coming year of the Reorganized Board.

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

RESOLUTION NO. FY2024-60

**REORGANIZATION RESOLUTION ESTABLISHING THE MEETINGS DATES AND
TIMES FOR THE REORGANIZED BOARD OF TRUSTEES OF CAMDEN COUNTY
COLLEGE AND THE NEW BOARD OF TRUSTEES YEAR**

NOTICE OF ANNUAL SCHEDULED MEETINGS

Notice is hereby given by the Board of Trustees of Camden County College of the following list of regular meetings of the Board normally held on the **First Tuesday of each month**, unless otherwise indicated on the attached list and until the next regular Reorganization meeting in November of 2024.

REGULAR MONTHLY OFFICIAL PUBLIC MEETINGS

All such meetings, unless otherwise indicated, shall be held at **7:00 PM** at the locations as indicated on the attached list. Formal action will be taken at such meetings on any business coming before the Board on the enumerated dates and times:

ON THE LIST ATTACHED HERETO

The November 6, 2024 Reorganization meeting shall be held at 7:00 PM and the Regular Business Meeting shall commence immediately thereafter.

Formal official action is intended to be taken at all such meetings on all business involved with and coming before the Board of Trustees.

These official meeting dates are HEREBY ADOPTED by Resolution and vote of the Trustees on November 8, 2023 by the Roll Call Vote of Trustees.

The undersigned hereby attest to the above as having been duly adopted by unanimous approval of all Trustees present on the date aforementioned.

The Official Minutes including the official Roll Call vote is maintained by the Office of the President

November 8, 2023

RESOLUTION NO. FY2024-60-1

Pursuant to the requirements of “The Open Public Meetings Act”, Chapter 231, P.L. 1975, the following is the **Notice of Public Meetings** of the Board of Trustees of Camden County College for the 2023-2024 Board Year.

All Meeting Times: 7:00 PM (unless noted otherwise)

December 5, 2023, Blackwood Campus, Roosevelt Hall Lobby, Blackwood, NJ

January 2, 2024, William G. Rohrer Center, Executive Conference Room #110, Cherry Hill, NJ

February 6, 2024, Regional Emergency Training Center, Room 150B, Blackwood, NJ

March 5, 2024, Camden Technology Center, Riletta Twyne Cream Learning Theater, Camden, NJ

April 2, 2024, Blackwood Campus, Board Room, Otto R. Mauke Community Center, Blackwood, NJ

May 7, 2024, William G. Rohrer Center, Executive Conference Room #110, Cherry Hill, NJ

June 7, 2024 (Board meeting and annual retreat; meeting will begin at 8:30 AM), Blackwood Campus, Roosevelt Hall, Room 102, Blackwood, NJ

September 3, 2024, Camden Technology Center, Riletta Twyne Cream Learning Theater, Camden, NJ

October 1, 2024, Regional Emergency Training Center, Room 150B, Blackwood, NJ

November 6, 2024 (annual reorganization meeting), William G. Rohrer Center, Executive Conference Room #110, Cherry Hill, NJ

These Board meetings will also be made available for participation remotely via Zoom as follows:

<https://camdencc-edu.zoom.us/j/98112307622?pwd=cTRFRXM4bll0YzZiOE01TWthWTllQT09>

Meeting ID: 981 1230 7622

Passcode: 195005

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 981 1230 7622

Passcode: 195005

The meeting address and meeting access codes shall be posted on the CCC primary website no less than 48 hours in advance of any meeting. In addition, any person who wishes to contact the Board to comment or to make a statement to the Board need only provide or send their comments, questions, or statements to the College Counsel kmccconnell@camdencc.edu or College Record Custodian cmurphy@camdencc.edu, no later than 10:00am prevailing time the day before the scheduled meeting date and these will be placed in the meeting record.

November 8, 2023

RESOLUTION NO. FY2024-61

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

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11 and pursuant to N.J.S.A. 18A:64A-12 and 18A:64A-25.6 (c) the Board of Trustees is empowered to enact policies governing Camden County College; and

WHEREAS, the Board of Trustees meets only once per month and only ten months of the year, and the Trustees have from experience learned that at times emergencies and critical issues of College business have faced the President urgently and will arise between meetings that require immediate authority, attention, consultation and time-sensitive action of the Board of Trustees during those times when all Board members cannot be immediately reached and for which either the Board has statutory authority or the President seeks confirmation, direction, assent, or authority of the Board before action; and

WHEREAS, the Board of Trustees has determined it to be in the best interests of the College to empower and authorize an Executive Committee of Trustees to consider, consult and act on the Boards behalf during such exigencies or emergencies, declared or not, so as to act in those necessary instances with said actions being ratified by the full Board at its subsequent meeting; and

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

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

SUMMARY STATEMENT

This resolution authorizes the Executive Committee of the Board to act during the timeframe noted above while the Board is between meetings should the urgent need arise for direction and or where necessary for immediate formal Board action when it cannot await the Board's next meeting whether by declared or undeclared emergency.

November 8, 2023

RESOLUTION NO. FY2024-62

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

WHEREAS, N.J.S.A. 18A-64A-12 permits the Board of Trustees to authorize actions consistent with the mission of the College; and N.J.S.A. 10:4 requires that the College designate at least two newspapers to receive notices to inform the public of the date, time and location of Board of Trustees meetings, and

WHEREAS, these newspapers are published in the State of New Jersey and meet the statutory requirements for official newspapers and appear as the best options for reaching the largest number of residents within the parameters required by the law;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby designates the *Courier-Post* and the *Retrospect* as the College's official newspapers for the 2023-2024 Trustee year; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such documents or other instruments as may be necessary and appropriate to accomplish the intent of this resolution.

SUMMARY STATEMENT

This resolution designates the *Courier-Post* and the *Retrospect* as the official newspapers for the College for the life of the 2023-2024 Board of Trustees. By way of information, such items are also posted online.

November 8, 2023

John T. Hanson, Chair, called the **November 8, 2023** regular meeting of the Board of Trustees of Camden County College to order at 7:00 PM in the Board Room, Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey. The option to participate remotely via Zoom was also available.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been provided via correspondence transmitted to the *Courier Post* and the *Retrospect* on November 2, 2022. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Susan R. Croll, John T. Hanson, Anthony J. Maressa, S. Jay Mirmanesh, Carmen Rodriguez, Jessica R. Stewart, Helen Albright Troxell, and Judith J. Ward.

Board Members Absent: Annette Castiglione, Karen S. Halpern, and Brett Wiltsey.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; Jennifer Craig, Administrative Assistant, President's Office; Orlando Cuevas, Executive Director of Public Safety Education and Training, Police Academy and Regional Emergency Training Center; David Edwards, Executive Vice President for Academic and Student Affairs; John Gibson, Chief of Public Safety; Wendy Henson, Desktop Manager; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, ISD Technician; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Jack Lipsett, Director of Financial Administrative Services; 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. Troxell and seconded by Dr. Mirmanesh to accept the minutes of the October 3, 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

- Congratulations to our Cougar Esports Valorant team on their win against University of Kansas on October 25 in the NACE Star League!

- Also, congratulations to the undefeated Camden County Men's Soccer team on their win against Raritan Valley Community College over the weekend to win the East A District Championship! The Cougars will now advance to the NJCA Soccer DIII Men's Championship!

Recruitment

- We were awarded full accreditation status by the Commission on Opticianry Accreditation (COA) for six years in support of our Ophthalmic Science Technology Program at the college. Congratulations to Dan Banks and his team for their work, and for maintaining the outstanding reputation of this program.

Retention and Reclamation

- The Institute for Higher Education Policy will feature students from our Back on Track program in a video series to debut in the spring. They're partnering with an Emmy-winning documentary film organization from Jacksonville State University to highlight institutional practices that support student success.
- Mathematics and Computer Science Professor Anita Wright and Camden County College were featured in a recently published white paper (attached) from Alteryx Corporation on the emergence of Data Science as an academic discipline and highly desirable employment pathway. In the article, Professor Wright explores the College's decision to offer Data Science as an Associate of Applied Science (AAS) with numerous industry-based credentials embedded into the degree program. Camden is in its second year as the lead institution for a NJ Pathways to Workforce Innovation grant in collaboration with several NJ community college and baccalaureate partners.

Realization

- Cybersecurity Professor Stephen Dorsey identified opportunities for Cybersecurity degree majors to interview for apprenticeship positions through Goodwin College of Drexel University. Selected students will earn a starting salary of \$20-\$23 per hour, while gaining work experience and training for high value, industry-recognized credentials in the Cybersecurity field.
- The faculty met with reps from WuXi, a contract pharmaceutical research development and manufacturing firm regarding potential opportunities for our students in full-time, part-time and internship positions.
- The Elementary/Secondary Program 2+2 articulation agreement with Rowan University is signed. This will provide seamless transfer for elementary majores at CCC to Rowan University.

- We formally signed our articulation agreement with Stockton University that provides a transfer opportunity for Esports Production graduates into Stockton's Esports Management Bachelor's degree from their School of Business.

Upcoming Events

November 28 – Giving Tuesday
November 16 – Pop-up Produce in Blackwood
November 28 – Visit from the U.S Surgeon General
December 5 – Blood Drive
December 31 – Fireworks in Camden

Grants, Contracts & Gifts

Resolution #63 – Ms. Ward presented this resolution authorizing acceptance of NJ Pathways Center of Workforce Innovation year two funding in the amount of \$576,334 for the purpose of implementing Center work plans and Pathway initiatives.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-63 (see attachment **5256A**). **Motion** carried unanimously.

Resolution #64 – Ms. Ward presented this resolution authorizing acceptance of the College Readiness Now X Project Grant in the amount of \$64,664 for FY24.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-64 (see attachment **5256B**). **Motion** carried unanimously.

Resolution #65 – Ms. Ward presented this resolution authorizing renewal of the College's participation in the Scaling Apprenticeship Through Sector-Based Strategies Grant with County College of Morris for FY24.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-65 (see attachment **5256C**). **Motion** carried unanimously.

Resolution #66 – Ms. Ward presented this resolution authorizing acceptance of grant funds awarded through the New Jersey Department of Community Affairs in the amount of \$50,000 for the Tuition Remission Program for FY24.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-66 (see attachment **5256D**). **Motion** carried unanimously.

Resolution #67 – Ms. Ward presented this resolution authorizing acceptance of the Trees for Schools: Tree Planting Grant from the New Jersey Department of Environmental Protection administered by the Sustainability Institute at The College of New Jersey in collaboration with Sustainable Jersey, in the amount of \$167,550.43 for the period of October 2023 to June 30, 2026.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-67 (see attachment **5256E**). **Motion** carried unanimously.

Resolution #68 – Ms. Ward presented this resolution authorizing acceptance of grant funds from the Zallie Community Foundation in the amount of \$10,000 for support of the College food pantries for FY24.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-68 (see attachment **5256F**). **Motion** carried unanimously.

Policy Committee

Mr. Hanson presented a report from the Policy Committee with four action items.

Resolution #69 – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 336: Conferment of the Title of Faculty Emeritus Status.

Motion made by Ms. Ward and seconded by Ms. Stewart approving Resolution FY2024-69 (see attachment **5256G**). **Motion** carried unanimously.

Resolution #70 – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 350: Conferment of the Title “Emeritus/Emerita” (Executives).

Motion made by Ms. Ward and seconded by Ms. Croll approving Resolution FY2024-70 (see attachment **5256H**). **Motion** carried unanimously.

Resolution #71 – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 339: Infectious Disease Control Policy.

Motion made by Ms. Ward and seconded by Ms. Stewart approving Resolution FY2024-71 (see attachment **5256I**). **Motion** carried unanimously.

Resolution #72 – Mr. Hanson presented this resolution approving the revisions as included in the packet to Board Policy 348: Limits on Medical Leaves.

Motion made by Ms. Croll and seconded by Ms. Stewart approving Resolution FY2024-72 (see attachment **5256J**). **Motion** carried unanimously.

Academic and Student Affairs Committee

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

Resolution #73 – Ms. Croll presented this resolution authorizing the establishment of a Certificate of Achievement in Virtual Reality.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-73 (see attachment **5256K**). **Motion** carried unanimously.

Resolution #74 – Ms. Croll presented this resolution approving the termination of the Associate in Science degree in Massage Therapy.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-74 (see attachment **5256L**). **Motion** carried unanimously.

Resolution #75 – Ms. Croll presented this resolution approving the termination of the Certificate of Achievement in Massage Therapy.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-75 (see attachment **5256M**). **Motion** carried unanimously.

Resolution #76 – Ms. Croll presented this resolution approving the termination of the Certificate of Achievement in SQL Analyst.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-76 (see attachment **5256N**). **Motion** carried unanimously.

Resolution #77 – Ms. Croll presented this resolution approving the termination of the Certificate of Achievement in Linux/Unix.

Motion made by Mr. Hanson and seconded by Ms. Ward approving Resolution FY2024-77 (see attachment **5256O**). **Motion** carried unanimously.

Academic Program Review: Dental Programs – Ms. Croll stated that the Committee received an update on a cyclical review of the Dental Hygiene and Dental Assisting programs where they learned that both programs maintain high retention and graduation rates with job placement for

graduates consistently at 100 percent. She noted that the Committee also learned that new dental initiatives include developing a stand-alone Radiology course so students can earn their New Jersey Radiologic License, as well as requiring a Social Diversity course as part of the curriculum in place of Sociology.

This was an information item and no action was required.

Business Affairs, Audit and Campus Development Committee

Ms. Ward presented a report from the Business Affairs, Audit and Campus Development Committee with fourteen action items and the bid/contract recommendation.

Resolution #78 – Ms. Ward presented this resolution authorizing acceptance of a vehicle component donation package for use in the College’s Automotive Technology program from Subaru of America, Inc. pursuant to the Subaru Donation Program.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-78 (see attachment **5256P**). **Motion** carried unanimously.

Resolution #79 – Ms. Ward presented this resolution authorizing acceptance of the donation of Subaru Vehicle Interface and Operational Software with a total value of \$12,650 from Subaru of America, Inc. pursuant to the Subaru Donation Program.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-79 (see attachment **5256Q**). **Motion** carried unanimously.

Resolution #80 – Ms. Ward presented this resolution accepting the donation of two engines with a value of \$6,000 from General Motors for use as training tools in the Automotive Technology program pursuant to the GM Donation Program.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-80 (see attachment **5256R**). **Motion** carried unanimously.

Resolution #81 – Ms. Ward presented this resolution authorizing procurement of surveillance cameras and equipment through the Educational Services Commission of New Jersey contract to CDW Governmental, LLC in the anticipated amount of \$72,165.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-81 (see attachment **5256S**). **Motion** carried unanimously.

Resolution #82– Ms. Ward presented this resolution authorizing procurement of fire suppression system inspection, testing and maintenance through the Camden County Cooperative Pricing System to Haring Fire Protection, LLC in the anticipated amount of \$13,250 during the period of September 1, 2023 through August 31, 2024.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2024-82 (see attachment **5256T**). **Motion** carried unanimously.

Resolution #83– Ms. Ward presented this resolution authorizing procurement of Microsoft licenses through the NJEDge.Net, Inc. joint purchasing programs to SHI International, Corp. in the anticipated total contract amount of \$260,039.10 with terms commencing November 9, 2023 through October 31, 2026.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-83 (see attachment **5256U**). **Motion** carried unanimously.

Resolution #84– Ms. Ward presented this resolution awarding a non-fair and open contract to UNUM Life Insurance Company of America for long-term care insurance for eligible non-affiliated employees with \$19,000 being a College-paid benefit and \$15,500 being employee-paid, in the anticipated total amount of \$34,500 from January 1, 2024 through December 31, 2024.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-84 (see attachment **5256V**). **Motion** carried unanimously.

Resolution #85– Ms. Ward presented this resolution awarding a non-fair and open contract to PO Holding, LLC dba Discovery Benefits, LLC to provide flexible spending benefits for our eligible employees in the anticipated total two-year cost of approximately \$25,500 during the period of January 1, 2024 through December 31, 2025.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2024-85 (see attachment **5256W**). **Motion** carried unanimously.

Resolution #86– Ms. Ward presented this resolution awarding a non-fair and open contract to The NCHERM Group, LLC to provide consulting services regarding Title IX compliance in the anticipated amount of \$30,000 during the period of November 9, 2023 through October 31, 2025.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-86 (see attachment **5256X**). **Motion** carried unanimously.

Resolution #87– Ms. Ward presented this resolution awarding a two-year non-fair and open contract to Watermark Insights, LLC for student retention software in the anticipated amount of \$61,200 during the period of December 1, 2023 through November 30, 2025.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2024-87 (see attachment **5256Y**). **Motion** carried unanimously.

Resolution #88– Ms. Ward presented this resolution awarding a two-year contract to PowerSchool Holdings, LLC for Naviance software for recruitment of high school students in the anticipated amount of \$36,000 during the period of December 1, 2023 through November 30, 2025.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-88 (see attachment **5256Z**). **Motion** carried unanimously.

Resolution #89– Ms. Ward presented this resolution awarding a three-year non-fair and open contract to 401 N. Broad Lessee, LLC dba Netrality Properties to provide the College with Carrier Hotel IPX Services in the anticipated total amount of \$480,000 during the period of November 8, 2023 through October 31, 2026.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-89 (see attachment **5256AA**). **Motion** carried unanimously.

Resolution #90– Ms. Ward presented this resolution authorizing procurement of Audio-Visual Equipment and Installation in Civic Hall through NJ State Contract to Howard Industries, Inc. dba Howard Technologies Solutions in the anticipated amount of \$95,143.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-90 (see attachment **5256BB**). **Motion** carried unanimously.

Resolution #91– Ms. Ward presented this resolution awarding a professional services contract for Architectural & Design Services for Roof Replacement of the Otto R. Mauke Community Center to Radey Associates Architects in the anticipated amount of \$29,985 with additional services at hourly rates identified in the proposal.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2024-91 (see attachment **5256CC**). **Motion** carried unanimously.

Bid/Contract Recommendations

Ms. Ward presented the bid and contract recommendations consisting of **Resolution #'s FY2024-92 and 93**.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution #'s FY2024-92 and 93 (see attachment **5256DD**). **Motion** carried unanimously.

Ms. Ward then presented Resolution #'s 94 through 96 which required eight affirmative votes of the authorized membership of the Board.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s 94 through 96 (see attachment **5256EE**).

The following roll call vote was recorded:

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

NOES: None.

ABSTENTIONS: None.

Personnel

Dr. Pugh-Bassett presented **Resolution FY2024-97**- Personnel Actions, dated November 8, 2023.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2024-97 (see attachment **5256FF**). **Motion** carried unanimously.

Old Business

None.

New Business

Ms. Stewart commented on the successful Pep Rally held on Thursday, October 19 and Designer Bag Bingo event held by the CCC Foundation on Friday, November 3. Ms. Stewart also announced the *Women Rock* singalong that will be held in the Little Theater in Lincoln Hall on Thursday, November 16 at 7:00 PM and she encouraged Board members to attend this entertaining event as their schedules permit. Ms. Stewart further announced that The Center for Cultural Engagement is planning a number of new and exciting programming opportunities and announcements will be sent in the near future pertaining to this.

Dr. Lewis reminded the Board of the Giving Tuesday events on Tuesday, November 21 at the Camden Campus and Tuesday, November 28 at the Blackwood Campus. She further announced that the United States Surgeon General will visit the College in the afternoon of November 28 as part of his “We are made to connect” college tour which aims to encourage students to strengthen relationships and build connections in an effort to address mental health struggles.

Adjournment

Motion to adjourn the meeting made by Ms. Ward and seconded by Ms. Stewart. **Motion** carried unanimously. The meeting adjourned at 7:53 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2024-63

**RESOLUTION AUTHORIZING ACCEPTANCE OF YEAR TWO NJ PATHWAYS
CENTERS OF WORKFORCE INNOVATION FUNDING FROM THE NEW JERSEY
COMMUNITY COLLEGE CONSORTIUM OF WORKFORCE AND ECONOMIC
DEVELOPMENT**

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, Camden County College is an active and ongoing participant in the NJ Pathways to Career Opportunities statewide collaborative for Data Science and Cybersecurity, Patient Care and Mental Health, Renewable Energy, Construction, and Manufacturing and Supply Chain Management Centers; and

WHEREAS, the Consortium has disseminated Notice of Award to Camden County College in advance of Year Two of workforce innovation funding distributions; and

WHEREAS, the College anticipates receipt of funding in the amounts below for individual Centers of Workforce Innovation;

Data Science and Cybersecurity	\$330,434
Patient Care and Mental Health	99,500
Renewable Energy	54,000
Construction	30,000
Manufacturing and Supply Chain Management	62,400

and

WHEREAS, it is a College requirement that acceptance of such funding be authorized by the Board of Trustees; and

WHEREAS, this award acceptance request has been reviewed and endorsed by Dr. David Edwards, Executive Vice President for Academic Affairs and Margo Venable, Executive Dean for School/Community & Workforce Training Programs.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees hereby approves acceptance of NJ Pathways Center of Workforce Innovation Year Two funding in the aggregate amount of \$576,334 for the purpose of implementing Center work plans and Pathway initiatives. Be it further resolved 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 acceptance of Year Two New Jersey Community College Consortium for Workforce and Economic Development funding in the amount of \$576,334.

November 8, 2023

RESOLUTION NO. FY2024-64

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT
THE COLLEGE READINESS NOW X PROJECT GRANT FROM THE NEW
JERSEY COUNCIL OF COUNTY COLLEGES SUPPORTED BY THE NEW
JERSEY OFFICE OF THE SECRETARY OF HIGHER EDUCATION**

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

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

WHEREAS, the College has received notice to accept funding from the New Jersey Council of County Colleges supported by the New Jersey Office of the Secretary of Higher Education in the amount of \$64,664 for the period of July 1, 2023 to June 30, 2024 for the College Readiness Now X Project; and

WHEREAS, Camden County College will identify students in the 9th, 10th, 11th and/or 12th grade who are not likely to be college ready in math and/or English (and college ready students if using an accelerated learning approach) by the time of high school graduation. Highest priority must be given to students who are living below the poverty line applicable to the individual's family size (as determined under section 673(2) of the Community Service Block Grant Act), and will incorporate a student success component into the program such as a student success course, series of workshops, or equivalent, to expose students to the college experience, assist students with developing effective study strategies, and engage in career exploration; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves the acceptance of the College Readiness Now X Project Grant in the amount of \$64,664 for FY24; 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 approve the acceptance of the College Readiness Now X Project Grant in the amount of \$64,664 for FY24.

November 8, 2023

RESOLUTION NO. FY2024-65

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO PARTICIPATE IN THE SCALING APPRENTICESHIP THROUGH SECTOR-BASED STRATEGIES GRANT WITH COUNTY COLLEGE OF MORRIS

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 namely:

The Scaling Apprenticeship Through Sector-Based Strategies Grant administered by the United States Department of Labor; and

WHEREAS, providing services under the Scaling Apprenticeship Through Sector-Based Strategies Grant project is consistent with the mission of the College; and

WHEREAS, Camden County College, as a consortium partner with County College of Morris in the project known as *CareerAdvance USA*, will provide direct training and/or education and related supportive activities that prepare individuals for apprenticeships and employment in the advanced manufacturing industry sector; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby agrees to accept the College's participation in the Scaling Apprenticeship Through Sector-Based Strategies Grant project known as *CareerAdvance USA*, as a member of a consortium led by County College of Morris, for the 60-month period of July 15, 2019 through July 14, 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 participate in the Scaling Apprenticeship Through Sector-Based Strategies Grant in partnership with County College of Morris for the period of July 15, 2019 through July 14, 2024.

November 8, 2023

RESOLUTION NO. FY2024-66

**RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT A
TUITION REMISSION PROGRAM GRANT FROM THE NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS**

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

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

WHEREAS, the College has received notice of a grant award from the New Jersey Department of Community Affairs, namely:

“Tuition Remission Program” for FY24 in the amount of \$50,000; and

WHEREAS, the Tuition Remission Program enables participating New Jersey colleges to receive partial tuition reimbursement for eligible students taking Uniform Construction Codes classes; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts the NJ Department of Community Affairs grant, “Tuition Remission Program,” in the amount of \$50,000; and

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

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept grant funds awarded through the New Jersey Department of Community Affairs in the amount of \$50,000 for FY24 for the “Tuition Remission Program,” which will provide tuition reimbursement to students taking Uniform Construction Codes classes.

November 8, 2023

RESOLUTION NO. FY2024-67

RESOLUTION AUTHORIZING CAMDEN COUNTY COLLEGE TO ACCEPT THE TREES FOR SCHOOLS GRANT: TREE-PLANTING GRANTS FOR NEW JERSEY PUBLIC SCHOOLS, COLLEGES, AND UNIVERSITIES

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and pursuant to N.J.S.A. 18A:64A-12 (p) 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 Subsections (k) and (l) is specifically authorized 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 grant funding from the New Jersey Department of Environmental Protection in the amount of \$167,550.43 for the grant administered by the Sustainability Institute at The College of New Jersey in collaboration with Sustainable Jersey; and

WHEREAS, the purpose of the grant is to help mitigate climate change and its impacts through the planting of over 3,000 trees across the state, in particular to benefit neighborhoods that are devoid of trees and experience elevated temperatures due to excess pavement, and to improve the learning environment; and

WHEREAS, grant funds will be used to fund costs associated with planning, site preparation, purchase of trees, planting, watering, monitoring, and related expenses over a three-year period. Camden County College will engage a certified landscape architect to plant 75 trees at the Camden Campus and the William G. Rohrer Center; and

WHEREAS, Board acceptance is recommended by Jack Lipsett, Executive Director, Financial Administrative Services, and Helen Antonakakis, Executive Director, Finance and Planning;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College, that it hereby approves the acceptance of the Trees for Schools funding in the amount of \$167,550.43 for the period of October 2023 to June 30, 2026; 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 approve the acceptance of the Trees for Schools Grant: Tree-Planting Grants for New Jersey Public Schools, Colleges, and Universities funding from the New Jersey Department of Environmental Protection, administered by the Sustainability Institute at The College of New Jersey in collaboration with Sustainable Jersey, in the amount of \$167,550.43 for the period of October 2023 to June 30, 2026.

November 8, 2023

RESOLUTION NO. FY2024-68

**RESOLUTION AUTHORIZING ACCEPTANCE OF GRANT FUNDS
AWARDED TO THE CAMDEN COUNTY COLLEGE FOUNDATION FROM
THE ZALLIE COMMUNITY FOUNDATION**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11, and pursuant to N.J.S.A. 18A:64A-12 (k), (l) and (p) the Board of Trustees is specifically empowered to exercise powers to authorize and accept such grants, contributions, or gifts necessary or incidental to the establishment, maintenance, and operation of the College or in aid of any of its purposes; and

WHEREAS, the Camden County College Foundation has received notice of an award of funding from the Zallie Community Foundation in the amount of \$10,000 for FY24, namely:

The “Zallie Community Foundation 50th Anniversary Grants Program;” and

WHEREAS, the Camden County College, through its Foundation, was invited to submit a proposal to the Zallie Community Foundation 50th Anniversary Grants Program to request grant funding to support the College’s Food Pantries; and

WHEREAS, grant funds will be used to purchase perishable and non-perishable food inventory for College Food Pantries and to address students’ immediate hunger needs by providing direct funding for the purchase and distribution of “grab-and-go” and “to-go” meal gift cards to students in need; 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 Zallie Community Foundation’s 50th Anniversary Grant Program grant in the amount of \$10,000 in support of the College’s efforts to address student food insecurity.

BE IT FURTHER RESOLVED the proper officers of the College are, where appropriate, authorized to require or negotiate any necessary contract language or any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or to receive or make payments in order to effectuate this resolution of the Board of Trustees.

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept grant funds from the Zallie Community Foundation in the amount of \$10,000 for support of the College Food Pantries in FY24.

November 8, 2023

RESOLUTION NO. FY2024-69

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 336:
CONFERMENT OF THE TITLE OF FACULTY EMERITUS STATUS**

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

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

WHEREAS, on October 7, 2014, the Board of Trustees revised and approved Policy 336 – Conferment of the Title of Faculty Emeritus Status; and

WHEREAS, after a periodic review, the President of the College has determined that it is in the best interests of Camden County College to revise the Conferment of the Title of Faculty Emeritus Status policy to better serve the institution, its students and staff; and

WHEREAS, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 336; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 336 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 336: Conferment of the Title of Faculty Emeritus Status *as attached hereto*.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 336 – Conferment of the Title of Faculty Emeritus/Emerita.

November 8, 2023

CAMDEN COUNTY COLLEGE

Board of Trustees Policy

Subject: Conferment of the Title of Faculty Emeritus/<u>Emerita</u> Status	Number	Page	Of
	336	1	1
	Date:	<u>November 8, 2023</u> September 20, 2023 October 7, 2014	
	Supersedes:	October 7, 2014 <u>July 23, 1991</u>	
	Last Reviewed: September 20, 2023 <u>November 8, 2023</u>		

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Purpose

To recognize meritorious teaching service to the College, the Board of Trustees is empowered to confer the title "Faculty Emeritus/~~Emerita~~ a to a retired faculty member.

Procedure

- A nominator/nominee may submit a written petition for Faculty Emeritus/Emerita status for a retired faculty member.
- A documented record of teaching and community service will be provided to the academic division dean.
- Upon receipt of a written petition for Faculty Emeritus/Emerita status for a retired faculty member with an endorsement from the appropriate academic dean, the Office of the Vice President for Academic Affairs will review and forward the name of the faculty nominee to the President for review and endorsement.
- Any such nomination shall be considered by the Board of Trustees as an action item and voted upon in public session.~~The College may confer the title "Faculty Emeritus/a" status concurrent with an offer to teach or to conduct an administrative assignment.~~

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Benefits

- The College may make an offer to Emeritus/Emerita faculty to teach or to to conduct an administrative assignment.
- Emeritus/Emerita faculty will be paid at the prevailing overload rate for full-time faculty.
- Upon request, Emeritus/Emerita faculty will be provided an email address and systems access.
- If available, Emeritus/Emerita faculty will be provided space appropriate to an assigned project.
-
- ~~Emeritus professors will be paid at the prevailing overload pay rate for full-time faculty.~~

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2- If available, Emeritus faculty will be provided space appropriate to the work assigned.

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Responsibility

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1. The President or Board may call upon the Emeritus/Emerita faculty member to serve in various consultancy roles for the enhancement of Camden County College.

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Upon making assignment to a retired faculty member, the office of the Vice President for Academic Affairs will forward the name of the retired faculty member to the President for consideration by the Board of Trustees as a public action to be voted upon in a public session.

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RESOLUTION NO. FY2024-70

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 350:
CONFERMENT OF THE TITLE “EMERITUS/EMERITA” (EXECUTIVES)**

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

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

WHEREAS, on May 2, 2017, the Board of Trustees revised and approved Policy 350 – Conferment of the Title “Emeritus/Emerita” (Executives); and

WHEREAS, after a periodic review, the President of the College has determined that it is in the best interests of Camden County College to revise the Conferment of the Title “Emeritus/Emerita” (Executives) policy to better serve the institution, its students and staff; and

WHEREAS, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 350; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 350 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 350: Conferment of the Title “Emeritus/Emerita” (Executives) Policy *as attached hereto*.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 350 – Conferment of the Title “Emeritus/Emerita” (Executives).

November 8, 2023

Camden County College *Board of Trustees Policy*

Subject: Conferment of the Title, “Emeritus/Emerita” (Executives)	Number:	Page	Of
	350	1	1
	Date: May 2, 2017 September 2023 November 8, 2023 Supersedes: May 2, 2017 Last Reviewed: November 8, 2023		

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Purpose

To recognize well-qualified and respected retired Camden County College executives, the Board of Trustees is empowered to confer the title of “Emeritus/Emerita”.

Procedure

1. An executive at Camden County College, having announced ~~their his/her~~ retirement after at least fifteen years of service, shall upon retirement be immediately eligible for the designation of “Emeritus/Emerita”.
2. The candidate must have a documented record of honorable and distinguished service as an executive at Camden County College.
3. The President may nominate an executive who meets the above qualifications for the title of “Emeritus/Emerita”.
4. Any such nomination shall be considered by the Board of Trustees as an action item and voted upon in public session.

Benefits

1. A Board Resolution naming and honoring the individual with Emeritus/Emerita status.
2. Honorary membership in the College Community including library and computer privileges, invitation to events, and such other benefits as deemed appropriate by the President.

Responsibility

The Board may call upon the individual so honored to provide counsel or to serve in various roles and/or capacities for the enhancement of Camden County College.

RESOLUTION NO. FY2024-71

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICIES 339:
INFECTIOUS DISEASE CONTROL POLICY**

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

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

WHEREAS, on December 2, 2014, the Board of Trustees revised and approved Policy 339 – Infectious Disease Control Policy; and

WHEREAS, after a periodic review, the President of the College has determined that it is in the best interests of Camden County College to revise the Infectious Disease Control policy to better serve the institution, its students and staff; and

WHEREAS, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 339; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 339 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 339: Infectious Disease Control Policy *as attached hereto*.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 339 – Infectious Disease Control Policy.

November 8, 2023

**Camden County College
Board of Trustees Policy**

Subject: Infectious Disease Control Policy	Number	Page	of
	339	1	1
	Date: November 8, 2023 September 2023 December 2, 2014		
	Supersedes: December 2, 2014 , June 3, 1986 (formerly titled "Policy on AIDS")		
	Last Reviewed: November 8, 2023 September 2023		

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Purpose

The Camden County College Board of Trustees encourages the College Community to engage in good hygiene practices and, where necessary, self-imposed or government-required quarantine, in order to prevent the spread of disease and as such requires all students, employees and visitors to take affirmative actions to protect the College community from the spread of infectious and communicable diseases.

Scope

Any member of the College Community (student, faculty or staff) with an active, infectious disease is required to be absent from all College activities for the period that their condition may be contagious or could knowingly place others at risk of contracting the disease.

In accordance with requirements established by NJAC Chapter 8:57 and 58, if the disease is identified as a reportable, notification by the affected individual will be made to the College immediately upon diagnosis. Additionally, medical clearance may be required prior to return to the College.

The College shall endeavor to protect all medically-related information of a person who has an infectious disease, while placing the protection of the College Community as the first priority and in accordance with state and federal regulations.

This policy shall establish a crisis management team designated to coordinate education and response efforts related to an infectious disease outbreak that directly affects or may in the foreseeable future affect, the well-being of the College Community.

Statement of Non-Discrimination for Individuals

Individuals, who have complied with the requirements under law so as to have the safeguards afforded by a protected class of a recognized disability under federal and New Jersey Law, shall be ensured all benefits in compliance with the applicable law.

Authority

At the direction of the President, it is the responsibility of the Executive Director of Public Safety and Regional Emergency Training Center and Facilities to 1) establish a reporting process; 2) convene a crisis management team; 3) engage with all relevant departments to maximize the safety

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Camden County College
Board of Trustees Policy

Subject: Infectious Disease Control Policy	Number	Page	of
	339	1	1
	Date: <u>November 8, 2023</u> September 2023 December 2, 2014		
	Supersedes: December 2, 2014 , June 3, 1986 (formerly titled "Policy on AIDS")		
	Last Reviewed: <u>November 8, 2023</u> September 2023		

of the Community through establishment of relevant procedures, and; 4) ensure compliance with all state and federal regulations pertaining to infectious disease control.

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RESOLUTION NO. FY2024-72

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 348:
LIMITS ON MEDICAL LEAVES**

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

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

WHEREAS, on April 13, 2010, the Board of Trustees revised and approved Policy 348 – Limits on Medical Leaves; and

WHEREAS, after a periodic review, the President of the College has determined that it is in the best interests of Camden County College to revise the Limits on Medical Leaves policy to better serve the institution, its students and staff; and

WHEREAS, the President of the College has recommended that the Board of Trustees adopt the proposed revision of Board Policy 348; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Board Policy 348 and determined that it is appropriate and in the best interests of the institution and its students, faculty and staff;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it approves the revisions to Board Policy 348: Limits on Medical Leaves *as attached hereto*.

SUMMARY STATEMENT

This resolution approves the revised Board of Trustees Policy 348 – Limits on Medical Leaves.

November 8, 2023

Camden County College
Board of Trustees Policy

Subject: Limits on Medical Leaves	Number: 348	Page 1	Of 2
	Date: April 13, 2010 September 2023 November 8, 2023		
	Supersedes: April 13, 2010		
	Last Reviewed: September 2023 November 8, 2023		

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PURPOSE:

To maintain a workforce that enables the College to meet the needs of its students in a cost effective and efficient manner.

BACKGROUND:SCOPE:

4. ~~The College considers coming to work on a consistent basis an essential function of any job.~~
Employees will be granted a reasonable amount of time off, with or without pay, when they or a member of their immediate families, as defined by statute, regulation, or contract, are ill or are required to be accommodated by state or federal law or by contract, pursuant to the Family and Medical Leave Act and the New Jersey Family Leave Act. ~~The College considers coming to work on a consistent basis an essential function of any job.~~ Therefore, during any 24-month period, an employee cannot be off for medical reasons more than 50% of his/her scheduled time. Scheduled time is defined as all hours an employee is expected to work exclusive of overtime. For example, a full time eight hour per day employee has 2,080 hours of scheduled time per year.

All employees have a right under law to return to work immediately after a statutorily guaranteed leave.Family Leave. However, there is no guarantee of employment if an employee is not on such a leave orFamily Leave and exceeds the limits set forth in this policy.

All forms of medical leaves are covered by this policy including but not limited to paid, unpaid, statutoryFamily, and Workers Compensation leaves.

Nothing in this policy shall be construed to modify or change the standards for termination or discipline set forth under the Excessive Absenteeism Policy.

PROCESS:

1. Department Heads/Supervisors must submit doctors' notes to Human Resources for those employees that are on approved leaves.
2. Human Resources will issue a letter to all employees on extended medical leave stating that they are on such leave Family Leave if they are eligible for such leave and will notify employees and Departments when the time limits on leaves have been reached for employees on both statutoryFamily and regular leave.

Subject:	Number:	348	Page	2	Of	2
<u>Limits on Medical Leaves</u>	Date:	April 13, 2010 September 2023				
	Supersedes:	April 13, 2010				
	Last Reviewed:	September 2023				

- Workers Compensation leaves will run concurrently with Family Leave pursuant to the Family and Medical Leave Act if the employee is eligible for Family Leave. All other leaves will run concurrently with Family Leave pursuant to the Family and Medical Leave Act and the New Jersey Family Leave Act concurrently or subsequently, depending on the circumstance, if the employee is eligible for Family Leave.
- Employees who are out longer than their approved leaves or who will exceed the limits set forth in this policy as defined by statute, regulation, or contract may request an exception from the Board through the President or the President's designee. An exception may be granted by the Board in their sole discretion, unless doing so results in an undue hardship for the College. If an exception is not granted, the employee will be notified they are due back to work by a certain date. If they do not return by that date, they will be placed on unauthorized absence status and subject to the College's Absenteeism Policy with appropriate consideration to the New Jersey Law Against Discrimination and the ADA.
- Notwithstanding the above policy and procedure, the College may be elect required to either temporarily or permanently fill a position due to an absence whether during an approved or an extended leave in order to ensure that it provides essential continuity of services during an employee's absence from their duties when the College determines that it cannot reasonably avoid doing so.

RESPONSIBILITY:

Authority

At the direction of the President it is the responsibility of the ~~Department Heads~~ Vice President for Administrative Services to ensure compliance of the Limits on Medical Leaves policy. The Office of Human Resources is authorized to promulgate procedures to implement this policy consistent with the applicable federal and state laws, regulations, college procedures and applicable collective negotiating agreements.

RESOLUTION NO. FY2024-73

**RESOLUTION RECOMMENDING A CERTIFICATE OF ACHIEVEMENT IN
VIRUTAL REALITY (VRD.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 Virtual Reality; 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 Virtual Reality; 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 Virtual Reality (VRD.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 Virtual Reality (VRD.CA).

November 8, 2023

NEW CURRICULUM PROPOSAL

Curriculum Title: Virtual Reality

Is this an option proposal? ____yes ____X__no

(If yes, attach the base curriculum to this proposal. Options can differ by as many as 18 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: VRD.CA

Department/Program Affiliation: Computer Interactive Design / Virtual Reality



Degree Sponsored By: Professor Phyllis Owens

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 Virtual Reality field. Meta, Microsoft, Samsung, Apple, Google and many more high-tech job boards have added a new category under the opportunities of Virtual Reality. According to the US Bureau of Labor Statistics (2023 report) jobs are enjoying a significant growth year over year and the market demands are thirsty for talent that has experience developing, designing, and researching these immersive technologies.
2. List new courses that will be in the curriculum.
CID-223, Virtual Reality I
CID-225, Virtual 360 World
CID-227 Virtual Reality II
3. List the program goals.
The goal of this program is to prepare students for entry level positions in the virtual reality field. The Virtual Reality Certificate prepares students for entry level employment in the field of interactive virtual reality. Major areas of study include interactive interface design, 2D and 3D interactive animation, virtual reality, special effects, and programming. The courses in this certificate program combine theory and hands-on application to obtain entry-level employment as technologists in the virtual reality/augmented reality/mixed reality field.
4. List the Program Student Learning Outcomes.
At the end of the program the graduates will be able to:
 1. Utilize various AR/VR software platforms and workflows to develop immersive products.
 2. Create, design and implement user experiences that utilize the interaction approaches unique to virtual/augmented reality platforms.
 3. Design 3D and interactive prototype VR applications.
 4. Prepare for entry-level positions developing Virtual Reality (VR) Applications.
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 offered.

This program will be offered at the Blackwood campus.

9. Indicate the anticipated student enrollment.

The anticipated student enrollment for this certificate is 25 students per year growing to 100 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.

Morris County Community College, Morris, New Jersey

Virtual Reality AAS, 60 credits and XR certificate, 10 credits

Offers a multidisciplinary range including photography, digital imaging, computer science and narrative storytelling in virtual, augmented and mixed reality.

Focus at CCC will be in interactive interface, animation, special effects and virtual reality courses.

New Jersey Institute of Technology, Newark, New Jersey

Offers a multidisciplinary game development program combined that blends digital design, virtual and augmented reality and applications in artificial intelligence.

Options include the BA, MA, and MFA.

Focus at CCC will be in interactive interface, animation, special effects and virtual reality courses.

Rutgers University – Camden, Camden, New Jersey

Camden (Rutgers – Camden) houses the School of Communication and Information. The Information Technology and Informatics (ITI) Program here offers an ITI Game Production and Innovation Specialization that trains students to design and develop video games. Areas explored in this Guided Pathway include animation and visual design, game methodology and design, game production, and management of game development teams and projects.

The ITI Major requires 39 credits, including 18 credits of required courses and 21 credits of electives.

Focus at CCC will be in interactive interface, animation, special effects and virtual reality courses.

The College of New Jersey, Ewing, New Jersey

The College of New Jersey (TCNJ) houses the School of the Arts and Communication, home to the Department of Design and Creative Technology, which offers a BA in Interactive Multimedia (IMM). The program has six focus areas: Games and Playable Media, Creative Coding, Visual Storytelling and Animation, Culture and technology, Music Technology, and Digital Fabrications. IMM BA students may choose two focus areas, and a minor or second major in Computer Science, Art, Graphic Design, Communications, or Business. Business, Communications, or Graphic Design. Options include the BA.

Focus at CCC will be in interactive interface, animation, special effects and virtual reality courses.

11. Show evidence of the need for this new curriculum and include any Consultant's Report.
A (2020) study on the use of VR training for soft skills by professional services firm PricewaterhouseCoopers (PwC) found that when compared to traditional training methods—self-paced online learning and classroom education—VR simulations helped employees become more confident in their ability to perform their jobs, taught them faster and created a stronger emotional bond to training content. The Association for Computing Machinery (ACM), the world's largest educational and scientific computing society report (2023) indicated that companies on the cutting edge recognize that Virtual Reality has the capability to reinvent the way we communicate, experience gaming and other forms of entertainment, and transform industries such as healthcare, real estate, retail and e-commerce. The need for designing and developing applications is in high demand for the tech industry.

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 27 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 CID 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 208 and CIM 216.
 - 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.)*
No open computer labs are needed 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.)*



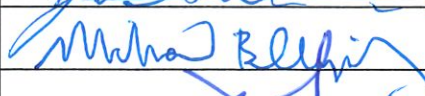
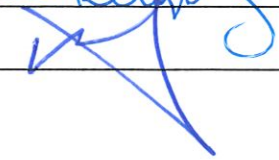
No additional library resources needed to support this curriculum.

e. Finances

Current CID Department finances are adequate to support this new certificate.

f. Other

There are no other resources anticipated.

Department/Program Approval	Rich Dolan 	DATE:	5/4/23
Division Chairs/Coordinators Approval		DATE:	5/9/23
Curriculum Committee Approval		DATE:	5/1
Chief Academic Officer Approval		DATE:	6/27/23

**Virtual Reality
Proposed**

Degree: Certificate of Achievement

College Code: VRD.CA

Code	Course	Credits
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First Year/First Semester

CID-123	Interactive Interface Design	3
CSC-111	Introduction to Programming OR	
CSC-171	Intro Python Programming	3
CID-223	Virtual Reality I	3
CID-239	2D Interactive Animation	3
CID-241	Computer Animation I	3

15

First Year/Second Semester

CID-225	Virtual 360 World	3
CID-244	Special Effects	3
CID-227	Virtual Reality II	3
CID-242	Computer Animation II	3

12

Total Minimum Credits	27
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RESOLUTION NO. FY2024-74

**RESOLUTION RECOMMENDING PROGRAM TERMINATION FOR THE
ASSOCIATE IN SCIENCE DEGREE IN MASSAGE THERAPY (MAS.AAS)**

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, the College confers an Associate in Science Degree in Massage Therapy (MAS.AAS) in conjunction with Virtua Our Lady of Lourdes School of Wholistic Studies; and

WHEREAS, Virtua Health, Inc, Our Lady of Lourdes School of Wholistic Studies notified the College that the Massage Therapy Program would be discontinued as of August 31, 2023; and

WHEREAS, the Math Science and Health Careers Division, Office of Academic Affairs and the President have received and reviewed the subject notification and recommend termination of the Associate in Science degree in Massage Therapy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves termination of the Associate in Science Degree in Massage Therapy (MAS.AAS);

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 termination of the Associate in Science Degree in Massage Therapy (MAS.AAS).

November 8, 2023

RESOLUTION NO. FY2024-75

**RESOLUTION RECOMMENDING PROGRAM TERMINATION FOR THE
CERTIFICATE OF ACHIEVEMENT IN MASSAGE THERAPY (MAS.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, the College confers a Certificate of Achievement in Massage Therapy (MAS.CA) in conjunction with Virtua Our Lady of Lourdes School of Wholistic Studies; and

WHEREAS, Virtua Health, Inc, Our Lady of Lourdes School of Wholistic Studies notified the College that the Massage Therapy Program would be discontinued effective August 31, 2023; and

WHEREAS, the Math Science and Health Careers Division, Office of Academic Affairs and the President have received and reviewed the subject notification and recommend termination of the Certificate of Achievement in Massage Therapy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves termination of the Certificate of Achievement in Massage Therapy (MAS.CA);

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 termination of the Certificate of Achievement in Massage Therapy (MAS.CA).

November 8, 2023

RESOLUTION NO. FY2024-76

**RESOLUTION RECOMMENDING PROGRAM TERMINATION FOR THE
CERTIFICATE OF ACHIEVEMENT IN SQL ANALYST (SQL.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, the College confers a Certificate of Achievement in SQL Analyst (SQL.CA); and

WHEREAS, the SQL Analyst program has enrolled less than four students annually and has graduated less than three students annually; and

WHEREAS, the Math Science and Health Careers Division, Office of Academic Affairs and the President have received and reviewed the certificate program and recommend termination of the Certificate of Achievement in SQL Analyst.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves termination of the Certificate of Achievement in SQL Analyst (SQL.CA).

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 termination of the Certificate of Achievement in SQL Analyst (SQL.CA).

November 8, 2023

RESOLUTION NO. FY2024-77

**RESOLUTION RECOMMENDING PROGRAM TERMINATION FOR THE
CERTIFICATE OF ACHIEVEMENT IN LINUX/UNIX ADMINISTRATION (UNIX.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, the College confers a Certificate of Achievement in Linux/Unix Administration (UNIX.CA); and

WHEREAS, the Linux/Unix Administration program has enrolled less than four students and has graduated less than one student annually over the last five years; and

WHEREAS, the Math Science and Health Careers Division, Office of Academic Affairs and the President have reviewed the program and recommend termination of the Certificate of Achievement in Linux/Unix Administration.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves termination of the Certificate of Achievement in Linux/Unix Administration (UNIX.CA).

BE IT FURTHER RESOLVED that the proper officers of Camden County 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 termination of the Certificate of Achievement in Linux/Unix Administration (UNIX.CA).

RESOLUTION NO. FY2024-78

**RESOLUTION AUTHORIZING ACCEPTANCE OF DONATION AND USE OF
REFERENCED COMPONENT AUTOMOTIVE PACKAGE AND PARTICIPATION IN
THE SUBARU OF AMERICA, INC. DONATION PROGRAM**

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

WHEREAS, Subaru of America, Inc. and Subaru of America, Inc. dealerships began to sponsor an Automotive Service Educational Program (ASEP) on the Blackwood campus in which students take courses to prepare them to work on Subaru vehicles; and

WHEREAS, the Subaru of America, Inc. Donation Program has provided the College's training program with the possession and use according to the terms of that program with vehicles for use solely as a training tool, 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 Subaru of America, Inc. Donation Program; and

WHEREAS, pursuant to the College's participation in that program, the College is authorized to accept the donation of the following component donation package -- front lower control arms; front spindle assemblies with brake rotor, caliper assembly; front struts with coil spring and upper strut mount; front C/V axle from VIN: 4S3GKAL63N3600001, which was removed from pre-production and not part of the donation, pursuant to the restrictions and terms as governed by the agreement with Subaru of America, Inc.; and

WHEREAS, Chris Gallo, Teaching Administrator/Director, Automotive Technology, Sarah Iepson, Dean of Liberal Arts & Professional Studies, and Jack Lipsett, Executive Director of Financial Administration, recommend continuing this relationship by accepting the donation of these Subaru of America, Inc. parts and accepting the restricted use and possession of these Subaru parts; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves accepting the donation of the aforementioned vehicle with all relevant restrictions; and

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

SUMMARY STATEMENT

This resolution authorizes the acceptance for donation of the following component donation package -- front lower control arms; front spindle assemblies with brake rotor, caliper assembly; front struts with coil spring and upper strut mount; front C/V axle shafts from VIN: 4S3GKAL63N3600001, which was removed from Pre-Production and not part of the donation, and the limited use, possession and responsibility for the Subaru of America, Inc. vehicle pursuant to the Subaru Donation Program.

November 8, 2023

RESOLUTION NO. FY2024-79

RESOLUTION AUTHORIZING ACCEPTANCE OF DONATION OF A DST-010 VEHICLE INTERFACE AND OPERATIONAL SOFTWARE AND PARTICIPATION IN THE SUBARU OF AMERICA, INC. DONATION PROGRAM

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

WHEREAS, Subaru of America, Inc. and Subaru of America, Inc. dealerships began to sponsor an Automotive Service Educational Program (ASEP) on the Blackwood campus in which students take courses to prepare them to work on Subaru vehicles; and

WHEREAS, the Subaru of America, Inc. Donation Program has provided the College's training program with the possession and use according to the terms of that program with vehicles for use solely as a training tool, 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 Subaru of America, Inc. Donation Program; and

WHEREAS, pursuant to the College's participation in that program, the College is authorized to accept the donation of the Subaru DST-010 Vehicle Interface and Operational software (software value is in the amount of \$9,800.00; interface value is in the amount of \$2,850.00) for a total value of \$12,650.00, pursuant to the restrictions and terms as governed by the agreement with Subaru of America, Inc.; and

WHEREAS, Chris Gallo, Teaching Administrator/Director, Automotive Technology, Sarah Iepson, Dean of Liberal Arts & Professional Studies, and Jack Lipsett, Executive Director of Financial Administration, recommend continuing this relationship by accepting the donation of these Subaru of America, Inc. parts and accepting the restricted use and possession of these Subaru parts; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves accepting the donation of the aforementioned vehicle with all relevant restrictions; and

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

SUMMARY STATEMENT

This resolution authorizes the acceptance for donation of the Subaru DST-010 Vehicle Interface and Operational software (software value is in the amount of \$9,800.00; interface value is in the amount of \$2,850.00) for a total value of \$12,650.00, and the limited use, possession and responsibility for the Subaru of America, Inc. vehicle pursuant to the Subaru Donation Program.

November 8, 2023

RESOLUTION NO. FY2024-80

**RESOLUTION AUTHORIZING ACCEPTANCE OF DONATION AND USE OF
REFERENCED TOOLS AND CONTINUED PARTICIPATION IN 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 began to sponsor an Automotive Service Educational Program (ASEP) in 1983 on the Blackwood campus in which students take courses to prepare them to work on General Motors vehicles; and

WHEREAS, the General Motors Donation program has provided the College's training program with the possession and use according to the terms of that program with vehicles for use solely as a training tool, 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 accept the donation of two (2) 2.7L Engines, Part #12701593, donation #ASEP0008497, with a value of \$6,000.00 and 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 Jack Lipsett, Executive Director of Financial Administration, recommend continuing this relationship by accepting the donation of two (2) 2.7L Engines, Part #12701593, donation #ASEP0008497, and accepting the restricted use and possession of the GM tools; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves accepting the donation of the aforementioned tools with all relevant restrictions; and

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

SUMMARY STATEMENT

This resolution authorizes the acceptance for the donation of two (2) 2.7L Engines, Part #12701593, donation #ASEP0008497, with a value of \$6,000.00 and the limited use, possession and responsibility for the tools pursuant to the GM Donation program.

November 8, 2023

RESOLUTION NO. FY2024-81

**RESOLUTION AWARDING A CONTRACT FOR THE PROCURMENT OF
SURVEILLANCE CAMERAS AND EQUIPMENT THROUGH THE EDUCATIONAL
SERVICES COMMISSION OF NEW JERSEY PRICING SYSTEM**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and N.J.S.A. 18A:64A-25.10 authorizes county colleges to establish or participate in a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration which are the subject hereof; and

WHEREAS, the Educational Services Commission of New Jersey (ESCNJ), is the "Lead Agency" of a Cooperative Pricing System which was duly established pursuant to applicable law and regulation for the purchase of goods and services; and which the Camden County College Board of Trustees on November 11, 2014 by Resolution No. FY2015-58, approving membership in the ESCNJ and again this past November this Board approved the use of the College making purchases through this Cooperative Pricing System by the College; and

WHEREAS, the College needs to procure new surveillance cameras and equipment to enhance current coverage and it is the recommendations of: Jack Post, Chief Information Officer, Office of Information Technology; Earl Ruberts, Director of Network Services, Office of Information Technology; Anne Daly-Eimer, Executive Dean/Title IX Coordinator; Jack Lipsett, Executive Director of Financial Administration; and Melissa Manera, Manager of Purchasing to procure surveillance cameras and equipment as awarded under the Cooperative #ESCNJ AEPA-22G to their awarded vendor CDW Governmental, LLC; Shelton, CT with all procurement requirements as specified in that bid by the ESCNJ; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding is available in account #530560-62101, #530560-62626 and #530560-67206.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to AWARD the purchase of surveillance cameras and equipment through the Educational Services Commission of New Jersey (ESCNJ), contract #ESCNJ AEPA-22G to **CDW Governmental, LLC**. in the anticipated amount of **\$72,165.00**;and

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

SUMMARY STATEMENT

This resolution authorizes the procurement of surveillance cameras and equipment from **CDW Governmental, LLC**. pursuant to N.J.S.A. 18A:64A-25.10 and ESCNJ Cooperative #ESCNJ AEPA-22G in the anticipated amount of **\$72,165.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-82

RESOLUTION AWARDING A CONTRACT FOR FIRE SUPPRESSION SYSTEM INSPECTION, TESTING AND MAINTENANCE THROUGH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM AWARD

WHEREAS, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.10 the College is authorized to enter into a Joint Purchasing Agreement pursuant to the Local Public Contracts Law N.J.S.A. 40A:11-1 *et seq.* and the College is an authorized member of the Camden County Cooperative Pricing System (CCCPS) and thus is permitted to award and enter into contracts which the CCCPS has procured and awarded on behalf of its members ; and

WHEREAS the Camden County Commissioners (County) as the Lead Agency for CCCPS received and publicly opened Bids #A-33/2023 on August 10, 2023 for Fire Suppression System Inspection, Testing and Maintenance with a second-year option to renew and the Colleges now seeks to utilize that one-year award with an option to renew; and

WHEREAS, it is the recommendation of the College's CCIA Consultant Michael Hagarty; and Michael Calabrese, College Buildings Operation Manager; Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive Director of Financial Administration to procure fire suppression system inspection, testing and maintenance services through the CCCPS bid from Harring Fire Protection, LLC with terms commencing on September 1, 2023 through August 31, 2024; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding for preventative maintenance for emergency generator equipment in various departmental account numbers on an as-needed basis for this one-year term.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to award a contract for fire suppression system inspection, testing and maintenance through the bid offered to Camden County Cooperative Pricing System – Identifier #57-CCCPS to **Harring Fire Protection, LLC**. in the anticipated amount of **\$13,250.00** for year one, **\$140.00 per hour** for straight time, **\$210.00 per hour** for overtime and **\$280.00 per hour** for Sundays and holidays with terms commencing on or about **September 1, 2023** through **August 31, 2024**, with an option in the College's favor for one additional one-year renewal at the same contract terms if exercised by the CCCPS and then if also exercised by the College; and

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

SUMMARY STATEMENT

This resolution awards and authorizes the College to procure fire suppression system inspection, testing and maintenance through the Camden County Cooperative Pricing System contract under its – Identifier #57– CCCPS under Bid #A-33/2023 by award to **Harring Fire Protection, LLC** during the period of September 1, 2023 through August 31, 2024 with one second-year option to renew at the same terms in the anticipated amount of **\$13,250.00**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-83

RESOLUTION AWARDING A CONTRACT TO SHI INTERNATIONAL CORP. FOR MICROSOFT LICENSING AGREEMENT FROM THE AWARD BY THE NJEDGE.NET COOPERATIVE PRICING SYSTEM

WHEREAS, purchasing and contracting by Camden County College (College) is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.5a (10) (19) the College is authorized to enter into a joint purchasing program; and

WHEREAS, the New Jersey Presidents' Council, a body politic and corporate under the laws of New Jersey, established NJEDge.Net, Inc. pursuant to N.J.S.A. 18A:3B-8d, as a joint purchasing program for public institutions of higher education in the State of New Jersey and independent institutions which receive direct aid from the State of New Jersey. Camden County College established NJEDge.Net as an awarded contract under Resolution #FY2018-161 on April 3, 2018 with the Presidents' Council as the lead agency; and

WHEREAS, New Jersey Institute of Technology, the State University of New Jersey, on behalf of itself and other members and participating subscribers of NJEDge.Net, Inc. issued a Request for Proposals, seeking proposals for a synchronous learning platform for Microsoft licensing; and

WHEREAS, SHI, International Corp. submitted a proposal in response to their request for proposal and received the award from NJEDge.Net, Inc.; and the parties memorialized rates, terms and conditions pursuant to which SHI International Corp. provides the Microsoft licensing as the members and participating subscribers of NJEDge.Net, Inc. The anticipated cost for FY2024, FY2025 and FY2026 is \$260,039.10 at approximately \$86,679.70 annually for Microsoft licenses; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology, Earl Ruberts, Director of Network Services, Office of Information Technology, Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive Director of Financial Administration to recommend a contract award for this agreement as stated herein; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified funding in account #155085-61426 for FY2024 and is contingent upon the availability of funding in FY2025 and FY2026.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES to award a contract for Microsoft licenses through the award by the NJEDge.Net, Inc. joint purchasing program as identified above to **SHI International, Corp.** in the anticipated amount of **\$86,679.70 a year** and a three-year anticipated contract amount of **\$260,039.10** with terms commencing **November 9, 2023** through **October 31, 2026**; 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 and authorizes the College to procure Microsoft licensing through NJEDge.Net, Inc. to SHI International, Corp. with terms commencing November 9, 2023 through October 31, 2026 in the anticipated contract amount of \$260,039.10. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-84

**RESOLUTION AUTHORIZING RENEWAL OF INSURANCE CONTRACT WITH
UNUM LIFE INSURANCE COMPANY OF AMERICA FOR EMPLOYEE BENEFIT
INSURANCE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the subject insurance is exempt from bidding in accordance with N.J.S.A. 18A:64A-25.5 (a) (11); and

WHEREAS, UNUM Life Insurance Company of America has been providing long term care benefits for more than 25 years and has consistently received high ratings for financial strength and claims-paying ability from independent ratings agencies such as A.M. Best, Standard & Poor's, Moody's and Fitch. Camden County College offers a basic minimum *non-contributory* long-term care (LTC) coverage to full-time non-affiliated employees and *contributory* (payroll deduction) LTC if elected by employees to pay for extended coverage or for dependents. There are approximately 58 full time non-affiliated employees; and

WHEREAS Camden County College, through its broker and consultant Connor Strong was unable to solicit any competing proposals for this coverage and no others were willing to submit a proposal for such insurance due to carriers vacating the long-term care market or not taking new clients; and UNUM Life Insurance Company of America continues to provide the best value with no change in coverage or eligibility with their costs for the non-contributory benefit increases are approximately \$19,000 per year and the employee paid portion contributory (employee payroll deduction) is approximately \$15,500 based on the current census and participation; and

WHEREAS, Kathleen Kane, Executive Director of Human Resources, Crystal Killebrew, Assistant Director of Human Resources/Title IX and Section 504 Coordinator, Jack Lipsett, Executive Director for Financial Administration and Melissa Manera, Manager of Purchasing recommend the award of a non-fair contract (**#FY24BEDC-07**) to UNUM Life Insurance Company of America pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated total contract amount of \$34,500.00; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #109000-21780 & #109000-21670 for Year 1. Funding for Year 2 is subject to the availability of funding. This also acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure form and Determination of Value, which reflect that no contribution was made that would bar the contract and that the Vendor agrees to the prohibition against making contributions in excess of the limits during the term of the contract.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby **AWARDED** to **UNUM Life Insurance Company of America (#FY24BEDC-07)** to provide the long term care insurance for eligible non-affiliated employees in the anticipated amount of \$19,000.00 per year from College funds, and \$15,500.00 per year based on current census from current enrolled employees payroll deduction for a total payment through the College of **\$34,500.00** for a term commencing on **January 1, 2024** through **December 31, 2024**; and

November 8, 2023

RESOLUTION NO. FY2024-84

BE IT ALSO RESOLVED that the officers of the College are authorized to execute such other instruments and to make arrangements and/or make payments to effectuate this resolution of the BOARD.

SUMMARY STATEMENT

This resolution awards a non-fair and open contract to UNUM Life Insurance Company of America to continue to provide the College with long term care insurance for eligible non-affiliated employees with \$19,000.00 of College paid benefit and \$15,500.00 employee paid in the anticipated contract amount of \$34,500.00 from January 1, 2024 through December 31, 2024. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-85

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO PO HOLDING, LLC. dba DISCOVERY BENEFITS, LLC FOR FLEXIBLE SPENDING ACCOUNT (FSA)

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 purchases and contracts for materials and services identified in N.J.S.A. 18A:64A-25.5 are permitted to be awarded without public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.5 (11); and

WHEREAS, an FSA program is a mandatory insurance benefit required to be available under Chapter 78 legislation for all New Jersey public employers; and the College's Health Benefits broker solicited quotes pursuant to RFP #FY22RFP-71 for FSA administration for all applicable employees with a rate guarantee of two years and received five quote proposals from Asure, PO Holding, LLC. dba Discovery Benefits, Flores, Payflex and the incumbent, Infinisource; and the College's broker Conner Strong Buckelew and Companies, Inc. prepared and submitted a detailed analysis and evaluation to Kathleen Kane, Executive Director of Human Resources for the College; and the process for evaluation and selection of an FSA claims administrator is pursuant to our RFP #FY22RFP-71 in that procedures were consistent with the quote processes identified within those public RFP specifications to the greatest extent possible; and

WHEREAS, it is the recommendation of Kathleen Kane, Executive Director of Human Resources, Stella Carto of Conner Strong Buckelew and Companies, Inc., Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing to award a contract to PO Holding, LLC. dba Discovery Benefits, LLC. (#FY24BEDC-06) whose proposal represents the best value for the College and its employees; and

WHEREAS, Helen Antonakakis, Executive Director for Finance & Planning certified that funding is in account #109000-21769 for Year 1 and year 2 is contingent upon funding and the contract with PO Holding shall reflect that pursuant to N.J.S.A. 18A:64A-25.28(q) it contains an appropriate cancellation clause. She further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and is hereby AWARDED to **PO Holding, LLC. dba Discovery Benefits, LLC. (#FY24BEDC-06)** to provide Flex Spending Benefits for our eligible employees in the **anticipated minimum of \$12,720.00/per year** cost based on a per capita and a total two-year anticipated per capita cost of approximately **\$25,500.00** with terms commencing **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 and authorizes a non-fair and open contract PO Holding, LLC. dba Discovery Benefits, LLC. to provide Flexible Spending Benefits for eligible employees in the anticipated amount of \$12,720.00/per year and a total two-year cost of approximately \$25,500.00 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.

November 8, 2023

**RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT TO
THE NCHERM GROUP, LLC.**

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) is exempt from public bidding; and

WHEREAS, the College seeks to continue service with the current consultant, The NCHERM Group, LLC. which provides strategic solutions regarding Title IX compliance, policy and procedure, investigations, and prevention include consulting, certification trainings, and webinars. The Association for Title IX Administrators membership also provides consulting services to manage risk associated with Title IX compliance; and

WHEREAS, it is the recommendation of Anne Daly-Eimer, Executive Dean of Student Affairs/Title IX Coordinator, Kathie Kane, Executive Director of Human Resources, Crystal Killebrew, Assistant Director of Human Resources/Title IX and Section 504 Coordinator, Jack Lipsett, Executive Director of Financial Administration, and Melissa Manera, Manager of Purchasing to award a two-year non-fair and open contract to **The NCHERM Group, LLC. (#FY24BEDC-09)** on an as-needed basis pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of \$30,000.00 during the period of November 9, 2023 through October 31, 2025; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #137140-61102 for Year 1, Year 2 is contingent upon the approval of funds; and is so noted that any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a two-year non-fair and open contract be and is hereby **AWARDED** to **The NCHERM Group, LLC. (#FY24BEDC-09)** to provide Consulting Services in the anticipated amount of **\$30,000.00** with terms commencing on **November 9, 2023** through **October 31, 2025**; and

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

SUMMARY STATEMENT

This resolution awards and authorizes a non-fair and open contract to **The NCHERM Group, LLC.** to provide Consulting Services in the anticipated amount of \$30,000.00 during the period of **November 9, 2023** through **October 31, 2025**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2024-87

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
WATERMARK INSIGHTS, LLC. FOR STUDENT RETENTION SOFTWARE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5(3) and (19) purchases for such materials and services are permitted to be awarded without public bidding; and

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

WHEREAS, it is the recommendation of Anne Daly-Eimer, Executive Dean of Student Affairs, Dr. David Edwards, Executive Vice President of Academic Affairs, Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to **Watermark Insights, LLC. (#FY24BEDC-10)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of **\$61,200.00** with terms commencing on **December 1, 2023 through November 30, 2025**; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #528150-62208 for Year 1, 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 two-year non-fair and open contract be and is hereby **AWARDED** to **Watermark Insights, LLC. (#FY24BEDC-10)** to provide the College with Student Retention Software in the anticipated amount of **\$61,200.00** with terms commencing on **December 1, 2023 through November 30, 2025**; and

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

SUMMARY STATEMENT

This resolution awards a two-year non-fair and open contract to **Watermark Insights, LLC.** for Student Retention Software in the anticipated amount of **\$61,200.00** during the period of **December 1, 2023 through November 30, 2025**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-88

**RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO
POWERSCHOOL HOLDINGS, LLC. FOR NAVIANCE SOFTWARE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and N.J.S.A. 18A:64A-25.5(3) and (19) purchases and contracts for such materials and services are permitted to be awarded without public advertising and bidding; and

WHEREAS, the software is used by all high schools in Camden County to schedule visits, presentations and market our own recruitment events via Naviance. The web-based online software has been used for years in recruitment of high school students in Camden County. These students learn about Camden County College and can request information about enrollment. The renewal of this service avoids additional and excessive implementation and training costs; and

WHEREAS, it is the recommendation of: Anne Daly-Eimer, Executive Dean of Student Affairs; David Edwards, Executive Vice President of Academic Affairs; Jack Lipsett, Executive Director of Financial Administration; and Melissa Manera, Manager of Purchasing to award a non-fair and open contract to **PowerSchool Holdings, LLC. (#FY24BEDC-11)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of **\$36,000.00** with terms commencing on **December 1, 2023 through November 30, 2025**; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in accounts #137140-61426 for Year 1. Year 2 is contingent upon funding and any contract entered into shall reflect that it is pursuant to N.J.S.A. 18A:64A-25.28(q) and must contains an appropriate cancellation clause. It further acknowledges receipt of the Business Entity Disclosure Certification, Political Contribution Disclosure Form and Determination of Value.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open two-year contract be and is hereby **AWARDED** to **PowerSchool Holdings, LLC. (#FY24BEDC-11)** to provide the College with Naviance Software for recruitment of high school students in the anticipated amount of **\$36,000.00** with terms commencing on **December 1, 2023 through November 30, 2025**; and

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

SUMMARY STATEMENT

This resolution awards a two-year contract to **PowerSchool Holdings, LLC.** for Naviance Software for recruitment of high school students in the anticipated amount of **\$36,000.00** during the period of **December 1, 2023 through November 30, 2025**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-89

RESOLUTION AWARDING NON-FAIR AND OPEN CONTRACT TO 401 N. BROAD LESSEE, LLC. dba NETRALITY PROPERTIES

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) (3) and (19) is exempt from public bidding; and

WHEREAS, 401 North Broad Lessee, LLC dba Netrality Properties provides Carrier Hotel IPX Services to Camden County College. This service is utilized for the transmission and storage of sensitive data, annual maintenance and support as well as co-location which replaced the need for servers; and

WHEREAS, Jack Post, Chief Information Officer, Office of Information Technology; Earl Ruberts, Director of Network Services, Office of Information Technology; Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing all recommend the Board award a non-fair and open contract to **401 N. Broad Lessee, LLC. dba Netrality Properties (#FY24BEDC-08)** pursuant to N.J.S.A. 19:44A-20.4 and P.L.2005, C. 271, s.2 in the anticipated contract amount of **\$160,000.00 annually (\$480,000.00 over a 3-year total)** with terms commencing on **November 8, 2023 through October 31, 2026**; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #155085-61424 and that years 2 & 3 are dependent on Funding and pursuant to statute the contract must contain appropriate cancellation clauses; and she has received the Business Entity Disclosure Certification, Political Contribution Disclosure form and Determination of Value and no contribution was made that would bar the contract and Vendor agrees to prohibition against prohibited contributions during the contract.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a Non-Fair and Open contract be and is hereby AWARDED to **401 N. Broad Lessee, LLC. dba Netrality Properties (#FY24BEDC-08)** to provide Carrier Hotel IPX Services in the anticipated amount of **\$160,000.00 annually (\$480,000.00 3-year total)** with terms commencing on **November 8, 2023 through October 31, 2026**; and

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

SUMMARY STATEMENT

This resolution awards a three-year non-fair and open contract to 401 N. Broad Lessee, LLC. dba Netrality Properties to provide the College with Carrier Hotel IPX Services in the anticipated amount of \$160,000.00 annually (\$480,000.00 3-year total) during the period of November 8, 2023 through October 31, 2026. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-90

**RESOLUTION AWARDING A CONTRACT FOR AUDIO VISUAL TECHNOLOGY
EQUIPMENT UPGRADE AND INSTALLATION IN CIVIC HALL FROM NJ STATE
CONTRACT VENDOR HOWARD INDUSTRIES, INC.**

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 such materials and services entered into on behalf of the State of New Jersey by the Division of Purchase and Property are permitted to be awarded without public advertising and bidding pursuant to N.J.S.A. 18A:64A-25.9; and

WHEREAS, the College Board of Trustees on November 1, 2022 in Resolution No. FY2023-63, authorized the College to utilize New Jersey State Contracts to procure and make purchases under contracts entered into on behalf of the State of New Jersey by the Division of Purchase and Property; and

WHEREAS, it is the recommendation of Brian Higgins, Director of Institutional Support Department, Jack Post, Chief Information Officer, Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing to procure Audio Visual Equipment and Installation through **Howard Industries, Inc. dba Howard Technologies Solutions** under NJ State Contract #MNWNC-114 for the installation of audio-visual technology equipment in Civic Hall; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funding in account #907059-67203, #907059-62625 and #907059-62628; and

NOW THEREFORE, BE IT RESOLVED by the College that it hereby authorizes the procurement of Audio-Visual Equipment and Installation in Civic Hall through NJ State Contract #MNWNC-114 in the anticipated amount of **\$95,143.00**; and

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

SUMMARY STATEMENT

This resolution awards the procurement to Howard Industries, Inc. dba Howard Technologies Solutions for the purchase of audio-visual equipment and installation in Civic Hall through NJ State Contract #MNWNC-114 in the anticipated amount of \$95,143.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-91

**RESOLUTION AWARDING CONTRACT FOR ARCHITECTURAL AND
ENGINEERING DESIGN SERVICES FOR THE ROOF REPLACEMENT OF THE
OTTO R. MAUKE COMMUNITY CENTER ON THE CAMDEN COUNTY COLLEGE
CAMPUS IN BLACKWOOD, NJ**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and pursuant to N.J.S.A. 18A:64A-25.5 (a) (1) the College is authorized to make, negotiate or award a contract or enter into contract for Professional Services without public bidding; and

WHEREAS, the Camden County Commissioners (County) are permitted to enter into agreements by qualifying professionals under NJSA 40A:11-1 *et seq.*, and specifically 40A:11-5 without public bidding; and the process of contract awards for Professional Services for both the County and the College may require procedures regarding representations as to eligibility and ineligibility to contract with governmental entities based on political contributions pursuant to the statute NJSA 19:44a-20.1 *et seq.*, Chapters 51 and 271; and

WHEREAS, the Camden County Commissioners acted on behalf of the College as one of the named advertised governmental entities and the College was a named participant pursuant to NJSA 18A:64A-25.10 and 25.11 for the purpose of the establishment of a qualified professional pool of Architectural and Engineering firms for the period of time involved; and

WHEREAS, the County Commissioners by Resolution specifically adopted and authorized said qualified pool of professionals, and specifically authorizing the College to enter into professional contracts to secure the services of any of the pre-qualified professionals in the approved pools, and to enter into a professional services contract with any of same upon the adoption of an authorizing Resolution; and

WHEREAS, using from among those qualified, the College by its agent requested a fixed Scope of Work and Fee proposals from five qualified Architectural/ Engineering firms under the College's Proposal #FY24CSSW-52 for Architectural & Design Services for the Roof Replacement of the Otto R. Mauke Community Center and four submissions were submitted and opened on October 19, 2023; and Radey Associates Architects' proposal pricing \$29,985.00 as well as various hourly rates for the project was chosen as most advantageous to the College proposal which was responsive to the Request; and

WHEREAS, it is the recommendation of both the Camden County Improvement Authority and College Scope of Work committee members, namely: College Consultant Mike Hagarty from the Camden County Improvement Authority, Mike Calabrese, Building Operations Manager, Jack Lipsett, Executive Director for Financial Administration and Melissa Manera, Manager of Purchasing, to award the qualifying responsible proposal from Radey Associates Architects' for the procurement of Architectural & Design Services for the Roof Replacement of the Otto R. Mauke Community Center on the Blackwood, NJ Campus of Camden County College in response to this request; and

November 8, 2023

RESOLUTION NO. FY2024-91

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified funding for these services exists in account number #9260593-300170.

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

NOW, THEREFORE, BE IT RESOLVED by the BOARD that this is AWARDED to **Radey Associates Architects** and the College's designated contracting agents are hereby authorized to contract for the aforementioned **Scope of Work and Fee Proposal #FY24CSSW-52 for Architectural & Design Services for the Roof Replacement of the Otto R. Mauke Community Center on the Blackwood, NJ Campus of Camden County College** to them in the anticipated proposal amount of **\$29,985.00** with such services as determined are needed of them and with additional services at hourly rates as identified in the proposal for the length of the project; and

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

SUMMARY STATEMENT

This resolution awards the referenced professional services contract for Architect and Engineering Services to **Radey Associates Architects** for the **Architectural & Design Services for Roof Replacement of the Otto R. Mauke Community Center** for these services are as needed in the anticipated amount of **\$29,985.00 with additional services at hourly rates as identified in the proposal**. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

RESOLUTION NO. FY2024-91

**RESOLUTION AWARDING CONTRACT FOR ARCHITECTURAL AND
ENGINEERING DESIGN SERVICES FOR THE ROOF REPLACEMENT OF THE
OTTO R. MAUKE COMMUNITY CENTER ON THE CAMDEN COUNTY COLLEGE
CAMPUS IN BLACKWOOD, NJ
#FY24CSSW-52**

Firms	Scope of Work Proposal Cost
DiGroup Architecture New Brunswick, NJ	Total: \$53,880 Various Hourly Rates Submitted
Joseph F. McKernan Jr. Architects & Associates, LLC. Cherry Hill, NJ	Total: \$52,825.00 Various Hourly Rates Submitted
Radey Associates Architects Cherry Hill, NJ	Total: \$29,985.00 Various Hourly Rates Submitted
USA Architects Philadelphia, PA	Total: \$49,345.00 Various Hourly Rates Submitted

November 8, 2023

RESOLUTION NO. FY2024-92

RESOLUTION REJECTING BIDS FOR VETERINARY EQUIPMENT, SUPPLIES & SERVICE FY2024 AND AUTHORIZING RE-ADVERTISEMENT

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and in a conformance with that Act the College publicly advertised for bids for **Veterinary Equipment, Supplies & Service FY2024 Bid #FY24ITB-04**, and one bid submission was received; and

WHEREAS, the bid submission from Holt Anatomical, Inc of Miami, Florida is rejected for failure to submit an executed the Non-Collusion Clause as required in the boiler plate; and

WHEREAS, it is the recommendation of Joan Ulrich, Teaching Administrator/Director, Veterinary Nursing, Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive Director of Financial Administration, to reject the bid as non-compliant and to re-advertise that bid; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY24ITB-04 for Veterinary Equipment, Supplies & Service FY2024** be and is hereby REJECTED and the Manager of Purchasing is authorized to re-advertise the bid.

SUMMARY STATEMENT

This resolution rejects the only bid submission as being non-compliant for **Veterinary Equipment, Supplies & Service FY2024 Bid #FY24ITB-04** and further authorizes the Manager of Purchasing to re-advertise a bid for such services as desired. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

RESOLUTION NO. FY2024-93

RESOLUTION AWARDING BID FOR INTERNET CONNECTIVITY SERVICES

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Internet Connectivity Services, Bid #FY23ITB-48**, and the only responsive bid received is the one below under “Bid Responses”; and

WHEREAS, a bid submission was received from Zayo Group but is not responsive to the bid and must be rejected due to failing to comply with requirement to submit the Corporate Ownership Statement, the Non-Collusion Affidavit and bid pricing as required in the bid specifications; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology, Earl Ruberts, Director of Network Services, Office of Information Technology, and Melissa Manera, Manager of Purchasing to award a 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 funding in account #165081-65609 in Year 1 and subject to the availability of funds in Years 2 and 3 and is noted that any contract entered into shall reflect that it is subject to funding pursuant to N.J.S.A. 18A:64A-25.28(q) or contains an appropriate cancellation clause; and

NOW, THEREFORE BE IT RESOLVED by the College that the aforementioned **Bid #FY24ITB-11 for Internet Connectivity Services**, be and is hereby **AWARDED** to **GTT Americas, LLC for \$2,976.00 a month each month for the thirty-four (34) month term along with a one-time cost of \$375.00 for a 1st year total yearly cost \$36,087.00 for year one (1) and \$35,712.00 a year for year two (2) and \$29,760.00 for the 10 months of the remaining months in the year three (3) of the term commencing November 9, 2023 to August 31, 2025** pursuant to the terms and conditions for the bid; and

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

SUMMARY STATEMENT

This resolution awards the bid contract to GTT Americas, LLC for internet connectivity services as identified above for the amount of \$36,087.00 per year for year one (1) and \$35,712.00 for year two (2) and \$29,760.00 for the 10 months of the remaining months in the year three (3) pursuant to the terms and conditions for the bid and in the total amount of \$101,559.00 for the 34 months of the full term period of November 9, 2023 to August 31, 2025. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

November 8, 2023

Bid Response
for
Internet Connectivity Services
(Bid #FY24ITB-11)

Bidder	Fees
GTT Americas, LLC Little Silver, NJ	Monthly Cost: \$2,976.00 Start Up Fee: \$375.00 3-Year Total Cost: \$107,511.00

RESOLUTION NO. FY2024-94

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
DENTAL EQUIPMENT – PERKINS FY2024 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 for bids for **Dental Equipment - Perkins FY2024, Bid #FY24ITB-07**; which were received as received below under “Bid Responses”; and

WHEREAS, the bid from Patterson Dental, St. Paul, MN is rejected for failure to execute the mandated Section L Disclosure of Investment Activities in Iran, and Item # 5 is rejected from Avco d/b/a Dentserve as the substitution submitted is not compatible with existing equipment and a no-bid response was received for items #1 for the second time; and

WHEREAS, the Dental Department by Judith Burns, Dental Technician caused a reasonable effort that determined the same or equivalent materials are not available at lower cost from any 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 respectively for Item #1 (Online 3D Local Anesthesia Simulator); and

WHEREAS, Judith Burns, Dental Lab Technician; Dawn Conley, Director of Dental Program; John Steiner, Dean of Math, Science & Health Careers; Melissa Manera, Manager of Purchasing recommend the below vendors are the departmental choices vendors of choice for the items noted and as the vendor of choice (#FY24NG-17) for the bid item that received no responsive bids on both occasions (FY24ITB-05 and FY24ITB-07); and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in account #516664-62206.

THEREFORE, BE IT RESOLVED the BOARD AWARDS contracts for **Dental Equipment - Perkins FY24ITB-07** as listed below as follows:

- 1) **AVCO d/b/a/ DENTSERVE**; and
- 2) **Benco Dental Supply Co.**; and
- 3) **Kilgore International, Inc. (#FY24NG-17 vendor of choice)** in the anticipated aggregated amount of \$14,653.37 from November 10, 2023 to June 30, 2024 as-needed basis;

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 and/or receive or make payments to effectuate this resolution.

SUMMARY STATEMENT

This resolution awards the bid contracts to both AVCO Enterprises d/b/a DENTSERVE and Benco Dental Supply Co., and the negotiated contract to Kilgore International, Inc as departmental vendor of choice for the item that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c). These dental supplies and equipment are required for the operation of the Dental Clinic in the anticipated aggregated amount of \$14,653,37. 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.

November 8, 2023

Bid Responses
for
Dental Equipment – Perkins FY2024
(Bid #FY24ITB-07)

Bidders	Total Bid
AVCO Enterprises d/b/a DENSERV New City, NY	\$12,933.33
Benco Dental Supply Co. Pittstown, PA	\$11,856.00

Individual Itemized Award Listing
for
Dental Equipment – Perkins FY2024
(Bid #FY24ITB-07)

AVCO d/b/a DENTSERVE for Items:
#2, and #4; and

Benco Dental Supply Co. for Items:
#3, #5, #6a and #6b.

Individual Itemized Award Listing
For
Departmental Vendor of Choice
Dental Equipment – Perkins FY2024
(Bid #FY24NG-17)

Kilgore International, Inc. for Item:
#1.

RESOLUTION NO. FY2024-95

RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR OPHTHALMIC EQUIPMENT – PERKINS FY2024 FROM NEGOTIATED DEPARTMENTAL VENDORS 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 advertised to receive bids on August 4, 2022 for **Ophthalmic Equipment – Perkins FY2024**, Bid #FY24ITB-08, but received no bids and re-advertised to receive bids for **Ophthalmic Equipment – Perkins FY2024**, Bid #FY24ITB-10 on October 19, 2023; but no bids were received a second time; and

WHEREAS N.J.S.A. 18A:64A-25.5(c.) permits the College, when it receiving no qualifying bids after two attempts, to negotiate a contract provided it makes both : (1) a reasonable effort to determine if a lower price can be obtained from an agency of the U.S, this State or this county or a nearby municipality; and (2) terms and specifications in the negotiated contract are not substantially different from those which were the subject of the failed bids; and

WHEREAS, Daniel Banks, Teaching Administrator-Director, Vision Care Technology (Ophthalmic) made a reasonable effort and determined that the items or equivalents are not available at less cost from the above listed government area agencies than that which can be negotiated by the College; and

WHEREAS, Daniel Banks, Teaching Administrator-Director, Vision Care Technology (Ophthalmic); Melissa Manera, Manager of Purchasing; and Jack Lipsett, Executive Director of Financial Administration hereby recommend that the Board award negotiated contracts (#FY24NG-18) for Ophthalmic Equipment – Perkins FY2024 to the noted departmental vendors of choice; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified that funding is available in accounts account #516672-67204, 516672-62624 and 516672-62625 and it 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 as required by the statute; and

NOW THEREFORE, BE IT RESOLVED that the BOARD OF TRUSTEES hereby authorizes the negotiation of contracts to procure the aforementioned **Ophthalmic Equipment – Perkins FY2024 (#FY24NG-18)** to **Western Ophthalmic Corporation** in the anticipated amount of **\$800.00**; and **Eyetechnology, Inc.** in the anticipated amount of **\$3,350.00 for a total of \$4,150.00** pursuant to the authorized negotiated contracts; 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 negotiated Ophthalmic Equipment – Perkins FY2024 contracts with the departmental vendors of choice: Western Ophthalmic Corporation and Eyetechnology, Inc. that received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) in the anticipated amount of \$4,150.00. 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 membership of the Board.

November 8, 2023

RESOLUTION NO. FY2024-96

RESOLUTION AWARDING A CONTRACT AFTER PUBLIC BIDS FOR CAMDEN COUNTY COLLEGE'S 2024 COMMENCEMENT VENUE TO THE COLLEGE AND THE DEPARTMENTAL VENDOR OF CHOICE

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Camden County College's 2024 Commencement Venue** twice as Bid #FY24ITB-06 and #FY24ITB-09 and received no bids either time on either of the bid processes; and

WHEREAS, the Institutional Effectiveness, Advancement and Strategic Initiative Department by Jocelyn Lewis, Vice President thereof, has made or caused to be made a reasonable effort to determine that the same or equivalent facility or resources are not readily available at a cost lower than the negotiated price from any local agency of the United States, the state or the county or any nearby municipality; and

WHEREAS, it is the recommendation of each of Jocelyn Lewis, Vice President of Institutional Effectiveness, Advancement and Strategic Initiatives; Jack Lipsett, Executive Director of Financial Administration and Melissa Manera, Manager of Purchasing to award a negotiated contract as identified below as being the College and departmental vendor of choice. The selection of this vendor of choice was based upon terms for the negotiated contract (#FY24NG-16) for the bid that received no responsive bids on both occasions (FY24ITB-06 and FY24ITB-09), was selected based upon the terms, conditions, restrictions and specifications for the negotiated contract items being sought and are not substantially different from those which were the subject of the aforesaid bids and with the vendor of choice respectively; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in account #137414-63103; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the negotiated contract #FY24NG-16 for **Camden County College's 2024 Commencement Venue** be and is hereby AWARDED to the College and departmental vendor of choice: **Live Nation Worldwide, Inc. dba Freedom Mortgage Pavilion** in the anticipated amount of a guaranteed minimum of **\$89,300.00** for CCC's Commencement on Friday, May 10, 2024; and

BE IT ALSO RESOLVED that the President is authorized and directed to immediately execute the contract in order to assured the reservation of the venue and the College is authorized to issue the deposit to reserve the venue and date; 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 negotiated contract to the departmental vendor of choice: Live Nation Worldwide, Inc. dba Freedom Mortgage Pavilion for Camden County College's 2024 Commencement Venue which received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c). This venue is sought to be contracted immediately and the deposit paid in order to have the venue reserved and in order to be used for the College's Commencement Ceremonies on Friday, May 10, 2024. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

This resolution requires a two-thirds affirmative vote of the authorized membership of the Board.

November 8, 2023

RESOLUTION NO. FY2024-97

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.

November 8, 2023

PERSONNEL RECOMMENDATIONS

New Hires

LaWanda Combs	Office Manager New Jersey Child Assault Prevention Effective November 13, 2023
Ryan Doran	Project Manager Facilities Effective November 13, 2023
Colleen Doyle	ESL Student Advisor, Permanent part-time International Student Services Effective November 13, 2023
Betzaida Feliciano-Berrios	Professional Advisor, Permanent part-time Advisement Center Effective November 13, 2023
Julien Frame	Public Safety Officer, Permanent part-time Public Safety Effective December 11, 2023
Barbara Lutz	Teaching Administrator/Dental Hygiene & Radiology Specialist Dental Programs Effective November 13, 2023
Tammy Timbers	Coordinator of Student Life and Engagement Student Affairs Effective November 13, 2023

Reassignment/Transfer

Daniel Welsh	From Public Safety Officer, Temporary part-time To Public Safety Officer, Permanent part-time Public Safety Effective November 13, 2023
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Promotions

Jean Magee	From Instructional Designer To Senior Instructional Designer eLearning Effective November 13, 2023
Fathia Richardson	From Director, Nursing Programs To Associate Dean of Health Careers, Acting Math, Science & Health Careers Effective November 13, 2023

Markis Rouse
From Coordinator of Facilities Operations
To Coordinator-Facilities and Space Management
Facilities
Effective November 13, 2023

Salary Change

Michael Calabrese
Building Operations Manager/Title II Coordinator
Facilities
Effective November 13, 2023

Separations

Samantha Brewer
Registrar
Registration Services
Effective November 17, 2023

Lillian Toledo
Office Manager
New Jersey Child Assault Prevention
Effective December 15, 2023 (date change)

Leaves

Donna Armstrong
Professor
Academic Skills English
Effective January 17, 2024 – May 9, 2024

Arline Barker
B Secretary
Liberal Arts & Professional Studies
Effective October 20, 2023 – April 20, 2024

Samantha Brewer
Registrar
Records and Registration
Effective September 15, 2023 – October 2, 2023

Portia Mathes
B Secretary
Financial Aid
Effective October 20, 2023 – October 19, 2024

Zaida Nogue
Billing Administrator/Veterans Advisor
Business Office
Effective September 19, 2023 – December 19, 2023

Joseph Porreca
B Secretary
Registration Services
Effective September 18, 2023 – November 6, 2023

Government Services Division

Promotions

Jacqueline Kelly From Government Services Officer-LEO, Permanent part-time
To Government Services LEO Supervisor, Permanent part-time
Financial Administrative Services
Effective November 13, 2023

Gerald Wesley From Government Services Officer-LEO, Permanent part-time
To Government Services LEO Supervisor, Permanent part-time
Financial Administrative Services
Effective November 13, 2023

Separations

Carolyn Drumm Government Services Officer
Financial Administrative Services
Effective November 4, 2023

Manuel Perez Government Services Officer
Financial Administrative Services
Effective December 17, 2023