

Notice of Meeting Agenda

Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, June 23, 2020 at **5:00 p.m.**, via Zoom. To connect to the meeting, go to <https://zoom.us/j/96864138124>. To connect via phone, dial **1-646-876-9923** and enter meeting ID **968 6413 8124**. Portions of the meeting may be held in executive session if needed.

The proposed AGENDA is subject to revision:

- I. Statement by Board Secretary confirming adequate notice of the meeting
- II. Flag Salute
- III. Roll Call
- IV. Call to order - regular session
- V. Report of the President
- VI. Comments from the Public on Agenda Items**Resolutions
- VII. *Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege

VIII. Consent Resolutions

Res. No.	Name	Committee
Res. #103	<i>Approve:</i> Regular Session Minutes (May 26, 2020)	
Res. #105	<p><i>Resignations:</i> Lorraine Monzo, MSN RN, Assistant Professor, Nursing, effective June 30, 2020; Ellen Splaver, Counselor II, effective June 8, 2020.</p> <p><i>Promotions:</i> Shirley Shields, promoted from Associate Professor, ESL to Professor, ESL, effective August 31, 2020; Gwen McIntyre, promoted from Associate Professor, ESL to Professor, ESL, effective August 31, 2020; Donna Marie McElroy, promoted from Associate Professor, Social Science to Professor, Social Science, effective August 31, 2020; Michael Bolicki, promoted from Associate Professor, Education to Professor, Education, effective August 31, 2020; Al Jou, promoted from Associate Professor, Mathematics to Professor, Mathematics, effective August 31, 2020; Beth Sanders-Rabinowitz, promoted from Assistant Professor, Social Science to Associate Professor, Social Science, effective August 31, 2020; Bojan Zilovic, promoted from Assistant Professor, CIS to Associate Professor, CIS, effective August 31, 2020; Laurie Lemons, promoted from Assistant Professor, Chemistry to Associate Professor, Chemistry, effective August 31, 2020; Zhe June Xu, promoted from Assistant Professor, Biology to Associate Professor, Biology, effective August 31, 2020.</p> <p><i>Appointment:</i> Gerald Fox, Instructional Technology Program Coordinator, effective July 1, 2020; salary \$39,307.</p>	Personnel & Board Development
Res. #116	<i>Approve:</i> A Memorandum of Agreement with the Teachers, Librarians and Counselors (TLC) bargaining unit.	Personnel & Board Development
Res. #113	<i>Approve:</i> Changes to Policy No. 25 <i>Violence Against Women Act, the Campus Sexual Violence Act, and Title IX.</i>	Personnel & Board Development

Res. No.	Name	Committee
Res. #115	<i>Approve:</i> Changes to Policy No. 800 <i>Academic Freedom.</i>	Personnel & Board Development
Res. #106	<i>Approve:</i> RFP 231 Auditing Services (2-year contract), Finance Operational – FY2020, FY2021, Bowman & Company LLP, Woodbury, NJ, \$82,500.00; Bid 2217 Paper and Envelopes, Operational Department Backcharge, Office Basics, Boothwyn, PA, Paper Mart, East Hanover, NJ, \$30,080.00; Bid Ex. 853 H-Building Furniture, Chapter 12, W.S. Goff Company, Inc., Mays Landing, NJ, \$40,525.66; Bid Ex. 854 D and K-Building Furniture, Chapter 12, W.S. Goff Company, Inc., Mays Landing, NJ \$291,407.24; Bid Ex. 856 Classroom and Lab Computers, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ocean Computer Group, Matawan, NJ \$115,749.00; Bid Ex. 857 Online Student Orientation, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Innovative Educators, Boulder, CO, \$50,823.00; Bid Ex. 859 Chatbot Renewal, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ivy.ai, Inc., Boulder, Co., \$33,755.00; Bid Ex. 861 New Jersey Council of County Colleges Membership Dues, President Operational – Fiscal Year 2021, New Jersey Council of County Colleges, Trenton, NJ, \$40,434.00; Bid Ex. 864 Zoom Enterprise Site License, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Zoom Video Communications, Inc., San Jose, CA, \$18,805.50; Bid Ex. 865 Upgraded Laptops for Workforce Development Department, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ocean Computer Group, Matawan, NJ, \$11,531.75; Bid Ex. 866 New Laptops for Student Laptop Loaner Program, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ocean Computer Group, Matawan, NJ \$55,352.40; Bid Ex. 867 Upgraded Laptops for Faculty, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ocean Computer Group, Matawan, NJ, \$164,431.74; Bid Ex. 868 Webcams for Online Proctoring, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Troxell-CDI, Inc., Lumberton, NJ, \$23,700.00; Bid Ex. 869 Laptops for Remote Staff, CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded), Ocean Computer Group, Matawan, NJ, \$163,750.85; Total \$1,122,846.14.	Budget, Finance & Audit
Res. #107	<i>Approve:</i> Authorize a one-year legal services contract with Louis J. Greco for a retainer fee of \$46,916.00 and an hourly rate of \$137.13 for litigation and off campus hearings.	Budget, Finance & Audit
Res. #108	<i>Approve:</i> Authorizing the award of contract with Borden Perlman for insurance with a premium of \$469,468.	Budget, Finance & Audit
Res. #109	<i>Approve:</i> Remit the assessment of \$155,537 to the New Jersey Community College Insurance Pool for the New Jersey Community College Insurance Pool Worker’s Compensation Fund.	Budget, Finance & Audit

Res. No.	Name	Committee
Res. #110	<i>Approve:</i> A contract with T.L. Groseclose Associates for student insurance at a rate of \$3.50 per student for the Summer Sessions and \$5.50 per student for the Fall and Spring sessions.	Budget, Finance & Audit
Res. #111	<i>Approve:</i> To submit an application to the State of New Jersey Dept. of Labor and Workforce Development's Workforce Innovation and Opportunity Act (WIOA) Title II, Adult Education and Family Literacy Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs, Fiscal Year 2021 to provide adult basic education, literacy, and English as a second language services, applying for these funds as a single entity in Atlantic County and as a lead agency with Cape May County Technical School District as a partner in Cape May County, requesting a total grant of \$673,807, with Atlantic County services receiving \$501,594 and Cape May County services receiving \$172,213, over the term of July 1, 2020 – June 30, 2021.	Budget, Finance & Audit
Res. #112	<i>Approve:</i> To submit a budget to, and to accept a contract from, the State of New Jersey, Office of the Secretary of Higher Education FY21 Educational Opportunity Fund Article IV – Academic Year Support, with preliminary funding of \$225,333 to be awarded over the term of July 1, 2020 through June 30, 2021.	Budget, Finance & Audit
Res. #117	<i>Approve:</i> To submit an application to and accept an allocation from the Office of the Secretary of Higher Education (OSHE) for the Governor's Emergency Education Relief (GEER) Fund.	Budget, Finance & Audit
Res. #72 Rev.	<i>Approve:</i> Tuition and Fee Schedule noting that the Radiologic Technology Course Fees will have no change in FY2021.	Budget, Finance & Audit

Res. #118 Executive Session

IX. Budget Report

X. Regular Resolutions

Res. No.	Name	Committee
Res. #104	FY20 Financial Statement for eleven months ended May 31, 2020	Budget, Finance & Audit
Motion to Accept	FY21 Annual Budget Message	Budget, Finance & Audit
Res. #119	<i>Approve:</i> A Memorandum of Agreement with the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP) and the Supportive Staff Association of Atlantic Cape Community College (SSAACCC) bargaining units.	
Res. #120	<i>Approve:</i> A Memorandum of Agreement with the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP), Supportive Staff Association (SSAACCC), Academy of Culinary Arts Faculty Association (ACAFA), and Teachers, Librarians and Counselors (TLC) bargaining units.	

Res. No.	Name	Committee
Res. #105A	<i>Retirement: Dr. Barbara Warner</i> , Associate Professor, Psychology, effective June 30, 2020.	Personnel & Board Development
Res. #105B	<i>Retirement: Kathleen Landau</i> , Bursar, effective August 31, 2020.	Personnel & Board Development
Res. #105C	<i>Retirement: Nancy Hand</i> , Accounts Payable Clerk, effective September 1, 2020.	Personnel & Board Development
Res. #105D	<i>Retirement: Richard Kalman</i> , Assistant Professor, Computer Information Systems, effective June 30, 2020.	Personnel & Board Development
Res. #114	<i>Honorary: To recognize Mr. Ahmet Sahingoz</i> for his service to the Board of Trustees, the College's Foundation and the students of Atlantic Cape.	Personnel & Board Development

XI. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

XII. Report of the Atlantic Cape Foundation

XIII. Report of the NJ Council of County Colleges

XIV. Other Business

XV. Comments from the Public

XVI. Adjournment

*Matters may be discussed in a trustee session closed to the public

**Formal action may be taken by trustees