

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, October 22, 2019 at 6:00 p.m., at the **Charles D. Worthington Atlantic City Campus**, Room 204, at 1535 Bacharach Boulevard, Atlantic City, Atlantic County, NJ. 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
 - a. Inside the College: Consent Decree
- VI. Comments from the Public on Agenda Items**Resolutions

VII. **Consent Resolutions**

| Res. No. | Name | Committee |
|-----------|--|-------------------------|
| Res. #23 | <i>Approve:</i> Regular Session Minutes (September 24, 2019) | |
| Res. #26 | <i>Approve:</i> Bid Ex. 839 Programming Computers and Charging Cabinets, Software House International, Somerset, NJ, Troxell, Phoenix, AZ, \$40,656.00 (Perkins Grant Funded); Bid. Ex. 840 PBX Technician Services, Tricomm Services Corp, Moorestown, NJ, \$35,000.00 (not to exceed); Total \$75,656.00. | Budget, Finance & Audit |
| Res. #27 | <i>Approve:</i> Authorizing the Award of a Contract for Ashley Food to provide culinary food items as needed for class instruction for the sum in excess of \$17,500.00. | Budget, Finance & Audit |
| Res. #27A | <i>Approve:</i> Authorizing the Award of a Contract for B.F. Mazzeo to provide culinary food items as needed for class instruction for the sum in excess of \$17,500.00. | Budget, Finance & Audit |
| Res. #27B | <i>Approve:</i> Authorizing the Award of a Contract for U.S. Food Service to provide culinary food items as needed for class instruction for the sum in excess of \$17,500.00. | Budget, Finance & Audit |
| Res. #27C | <i>Approve:</i> Authorizing the Award of a Contract for Samuels and Son Seafood to provide culinary food items as needed for class instruction for the sum in excess of \$17,500.00. | Budget, Finance & Audit |
| Res. #29 | <i>Approve:</i> To accept a grant of \$265,000 from the New Jersey Higher Education Student Assistance Authority and the Office of the Secretary of Higher Education, over the grant term of September 15, 2019-August 1, 2020, in order to provide planning, outreach and recruitment of students eligible under the Governor's Community College Opportunity Grant Program (CCOG). | Budget, Finance & Audit |

| Res. No. | Name | Committee |
|----------|--|-------------------------------|
| Res. #25 | <i>Reclassifications:</i> Sean Leidy , from Housekeeper I, Facilities to Housekeeper II, Facilities with a base salary increase from \$29,068 to \$31,975 effective October 23, 2019; Harry Whitelam , from Director, Purchasing and Storeroom Operations to Director, Purchasing and Receiving with a base salary increase from \$67,609 to \$72,342 effective October 23, 2019. <i>Resignations:</i> Susan DeCicco , Program Coordinator, Health Professions Institute, Workforce Development October 25, 2019; Matthew Gettings , Maintenance Mechanic II, Facilities retroactive to September 10, 2019. | Personnel & Board Development |
| Res. #19 | <i>Approve (final reading):</i> To approve changes to the Board of Trustees Bylaws. | Personnel & Board Development |
| Res. #31 | <i>Approve:</i> To adopt Policy No. 864 <i>Volunteer Sick Leave Donation Policy</i> . | Personnel & Board Development |
| Res. #32 | Executive Session | |

VIII. Budget Report

IX. Regular Resolutions

| Res. No. | Name | Committee |
|-----------|---|-------------------------------|
| Res. #2 | FY19 Draft Financial Statement for twelve months ended June 30, 2019 as of October 10, 2019. | Budget, Finance & Audit |
| Res. #24 | FY20 Financial Statement for three months ended September 30, 2019. | Budget, Finance & Audit |
| Res. #28 | <i>Approve:</i> To approve changes, eliminations, and reaffirmations to Policy No. 27 <i>College Social Media Policy</i> , Policy No. 900 <i>Office of Facilities Management</i> , Policy No. 902 <i>Facilities Management Office Functions</i> , and Policy No. 915 <i>Maintenance, Grounds and Housekeeping</i> . | Personnel & Board Development |
| Res. #25A | <i>Retirement:</i> Paula Manns , Professor of Economics and Business, since September 4, 1990, effective February 1, 2020. | Personnel & Board Development |
| Res. #30 | <i>Honorary:</i> To thank local artist Kelley Prevard for painting her inspirational, beautiful mural on the wall of the College's Worthington Atlantic City Campus that will honor Atlantic City, its history and its people for years to come. | Personnel & Board Development |

X. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

- XI. Report of the Atlantic Cape Foundation
- XII. Report of the NJ Council of County Colleges
- XIII. Other Business
- XIV. Comments from the Public
- XV. *Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege
- XVI. Adjournment

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

**Formal action may be taken by trustees

Attachments: Academic and Student Affairs, October 16, 2019 (draft)
Budget, Finance and Audit, October 15, 2019 (draft)
Marketing, October 10, 2019 (draft)
Personnel & Board Development, October 15, 2019 (draft)