

## Notice of Meeting Agenda Revised

### Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, November 29, 2022 immediately following the reorganization meeting at 6:00 p.m., in "J" Building, J-202, on the Mays Landing main campus at 5100 Black Horse Pike, Hamilton Township, 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
- VI. Comments from the Public on Agenda Items\*\*Resolutions

#### VII. Honorary Resolutions

| Res. No. | Description   | Committee                     |
|----------|---|-------------------------------|
| Res. #48 | <i>Honorary:</i> To congratulate <b>Samantha Dangler</b> for making the Region 19 Division III All-Region Volleyball Team and the Women's Volleyball All-GSAC Conference Team.  | Personnel & Board Development |
| Res. #51 | <i>Honorary:</i> To congratulate <b>Angeliza Disla</b> for making the Women's Volleyball All-GSAC Conference Team.  | Personnel & Board Development |
| Res. #49 | <i>Honorary:</i> To recognize the 2023 Employee of the Year.  |                               |
| Res. #52 | <i>Honorary:</i> To thank <b>Cape May County Commissioner Director Gerald Thornton</b> for his many years of support to the college and its faculty, staff, and students, and wish him a retirement filled with many years of health and happiness. | Personnel & Board Development |
| Res. #47 | <i>Honorary:</i> To extend to <b>Trustee Harrison Furman</b> the Board's appreciation for his service to the Board, the College, and its students.  | Personnel & Board Development |

- VIII. \*Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege

#### IX. Consent Resolutions

| Res. No. | Description  | Committee |
|----------|--|-----------|
| Res. #39 | <i>Approve:</i> Regular Session Minutes (November 1, 2022) |           |

| Res. No.  | Description  | Committee                     |
|-----------|--|-------------------------------|
| Res. #41  | <p><i>Approve: Appointments - Darla Crompton</i>, Science Lab Assistant at an annual salary of \$32,194 effective December 5, 2022; <b>Shaniqua Moore</b>, Security Officer I at an annual salary of \$32,194 effective December 5, 2022; <b>Lizbeth Castro-James</b>, Director Worthington Atlantic City Campus and Community Outreach at an annual salary of \$75,921 effective December 5, 2022; <b>Timothy Heiler</b>, Maintenance Mechanic II at an annual salary of \$41,090 effective December 5, 2022; <b>Dylan Ditzel</b>, Grounds/Labor Maintenance at an annual salary of \$33,805 effective December 5, 2022; <b>LaToya Gibbons</b>, Counselor I at an annual salary of \$57,758 effective December 5, 2022 (<i>grant funded</i>); <b>Brooke DiLorenzo</b>, Junior Accountant at an annual salary of \$32,194 effective December 5, 2022; <b>Renee' Patterson</b>, Academic Support Specialist (Temporary) at an annual salary of \$39,135 effective November 30, 2022; <b>Rosemary Reidy</b>, Confidential Assistant to the President at an annual salary of \$45,000 effective December 5, 2022.</p> <p><i>Promotions - Laura Batchelor</i> from Executive Director of Marketing and College Relations to Chief Marketing Officer at an annual salary of \$100,503 effective November 30, 2022.</p> <p><i>Salary Adjustment - Gracellen Thorstensen</i>, Executive Assistant, Office of the President/Board of Trustees Operations and Resource Development at an annual salary of \$68,000 effective November 30, 2022.</p> <p><i>Resignations - Shari Reese</i>, Finance Specialist effective November 25, 2022; <b>Dr. Sattik Deb</b>, Senior Director, Enrollment and Recruitment effective December 30, 2022.</p> | Personnel & Board Development |
| Res. #41A | <i>Acknowledge:</i> Retirement of <b>William Lemons</b> , Professor of Accounting and Business Law, effective January 1, 2023.   | Personnel & Board Development |
| Res. #41B | <i>Acknowledge:</i> Retirement of <b>Lydia Lehr</b> , Associate Professor of Art, effective January 1, 2023.   | Personnel & Board Development |
| Res. #41C | <i>Approve:</i> An increase to \$740 per credit hour for adjuncts and \$775 per credit hour for senior adjuncts, respectively, effective January 1, 2023.  | Personnel & Board Development |
| Res. #44  | <i>Approve:</i> amendment to the Spending Plan of the Strengthening Career and Technical Education for the 21st Century Act (Perkins V Grant).   | Budget, Finance & Audit       |
| Res. #46  | <i>Approve:</i> application and, if awarded, acceptance of \$60,000 over two years from the National Endowment for the Humanities (NEH) for the Spotlight on Humanities in Higher Education grant program.   | Budget, Finance & Audit       |
| Res. #50  | <i>Approve:</i> application and, if awarded, acceptance of up to \$75,000 from the New Jersey Office of the Secretary of Higher Education for the Hunger-Free Campus Grant Program.  | Budget, Finance & Audit       |

| Res. No. | Description  | Committee               |
|----------|--|-------------------------|
| Res. #45 | <i>Approve:</i> a contract with Nakiyyah Newsome (“Shug’s”) to provide food items to support student food vouchers and catering for college meetings and functions at the Worthington Atlantic City Campus.  | Budget, Finance & Audit |
| Res. #42 | <i>Approve:</i> <b>Bid Exempt 1016</b> Support and Warranty on Telephone Hardware, Hunter Technologies, Wall Township, NJ, \$23,105.00; <b>Bid Exempt 1018</b> License Renewal and Maintenance of Security Camera System for 3-years, Vartana, Inc., San Francisco, CA, \$102,843.50; <b>Bid Exempt 1019</b> Security and Public Safety Radio Equipment, Tactical Public Safety, West Berlin, NJ, \$18,558.93; <b>Bid Exempt 1020</b> Salesforce Customer Relationship Management (CRM) Renewal, Community College Opportunity Grant (CCOG) ( <i>Grant Funded</i> ), Salesforce, Inc., San Francisco, CA, \$18,028.00; <b>Bid Exempt 1021</b> Cloud Software Agreement for CRM for 3-years, Ellucian, Inc., Fairfax, VA, \$162,213.00; <b>Bid Exempt 1022</b> SiteImprove Website Functionality Software Tool, SiteImprove, Inc., Bloomington, MN, \$27,105.97; <b>Bid Exempt 1023</b> Proctoring Services, Higher Education Emergency Relief Fund (HEERF) - Institutional Portion ( <i>Grant Funded</i> ), Honorlock, Inc., Boca Raton, FL, \$19,500.00; <b>Bid Exempt 1024</b> Computer Equipment for Game Design and Development Courses, Strengthening Career and Technical Education for the 21st Century - Perkins ( <i>Grant Funded</i> ), Ocean Computer Group, Matawan, NJ, \$48,090.25; <b>Regular Quote 2236</b> Kitchen Equipment for Careme’s Restaurant, Strengthening Career and Technical Education for the 21st Century - Perkins ( <i>Grant Funded</i> ), Edward Don & Company, Mt. Holly, NJ, \$20,233.36; <b>Regular Quote 2237</b> Elevator Repair, Repair and Replacement Funds, TEC Elevator, Marmora, NJ, \$24,045.01; <b>Bid 1874</b> Administration Building (J) Interior Renovations, Chapter 12 Funded, Weatherby Construction & Renovation, Corp., Atlantic City, NJ, \$1,144,534.60; Total \$1,608,257.62. | Budget, Finance & Audit |

Res. #49 Executive Session

X. Budget Report

**XI. Regular Resolutions**

| Res. No.  | Description   | Committee               |
|-----------|---|-------------------------|
| Res. #2   | FY22 Draft Financial Statement for twelve months ended June 30, 2022 as of November 8, 2022.  | Budget, Finance & Audit |
| Res. #40  | FY23 Financial Statement for four months ended October 31, 2022.  | Budget, Finance & Audit |
| Res. #41D | <i>Approve:</i> the agreement with the Academy of Culinary Arts Faculty Association (ACAFA) for the period of July 1, 2022 to June 30, 2026.  |                         |
| Res. #41E | <i>Approve:</i> the agreement with the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP) for the period of July 1, 2022 to June 30, 2026. |                         |

| Res. No.  | Description   | Committee |
|-----------|---|-----------|
| Res. #41F | <i>Approve:</i> the agreement with the Supportive Staff Association of Atlantic Cape Community College (SSAACCC) for the period of July 1, 2022 to June 30, 2026. |           |
| Res. #41G | <i>Approve:</i> the agreement with the Teachers/Librarians/Counselors Association (TLC), for the period of July 1, 2022 to June 30, 2026.                         |           |
| Res. #41H | <i>Approve:</i> the payment of salary increases for current full-time Exempt Administrators, Department Chairs and Support personnel.                             |           |
| Res. #53  | <i>Approve:</i> a two-year contract with Delta Dental.  |           |

XII. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

XIII. Report of the Atlantic Cape Foundation

XIV. Report of the NJ Council of County Colleges

XV. Other Business

XVI. Comments from the Public

XVII. Adjournment

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

\*\*Formal action may be taken by trustees