

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, June 25, 2019 at 6:00 p.m., in "M" Building, M-111, 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
 - a. Inside the College: New Website
- VI. Comments from the Public on Agenda Items**Resolutions

VII. Consent Resolutions

Res. No.	Name	Committee
Res. #103	<i>Approve:</i> Regular Session Minutes (May 28, 2019)	
Res. #115	<i>Approve:</i> To offer the Medical Laboratory Technology, A.A.S. degree in excess of 60 credits beginning, September 3, 2019.	Academic & Student Affairs
Res. #116	<i>Approve:</i> To offer the Radiologic Technology, A.A.S. Degree in excess of 60 credits beginning, September 3, 2019.	Academic & Student Affairs
Res. #117	<i>Approve:</i> To offer the Nursing, A.A.S. Degree in excess of 60 credits beginning, September 3, 2019	Academic & Student Affairs
Res. #105	<p><i>Appointment:</i> Julie Schmedding, Office Coordinator, EOF at an annual salary of \$37,615 effective July 1, 2019; Robyn Berenato, Admissions and Enrollment Specialist, Admissions, at an annual salary of \$37,615 effective July 1, 2019.</p> <p><i>Faculty Promotion:</i> Keith Forrest, from Associate Professor, Communication to Professor, Communication effective September 3, 2019 at a salary increase from \$64,631 to \$73,858.</p> <p><i>Title Change:</i> Timothy Cwik, from Interim Division Chair, Aviation Studies to Division Chair, Aviation Studies at his current base salary effective June 26, 2019; Tammy DeFranco, from Director, Cape May County Campus Student Services and Campus Management to Director, Student Affairs Cape May County Campus at her current base salary effective June 26, 2019.</p> <p><i>Reclassification:</i> Maria Giordano, from Office Assistant, Financial Aid to Specialist, Financial Aid with a base salary increase from \$37,545 to \$39,422 effective June 26, 2019; Myrna Morales Keklak, Division Chairperson, Nursing and Health Sciences to Assistant Dean, Nursing and Health Sciences with a base salary increase from \$66,159 to \$84,021 effective June 26, 2019; August Daquila, Chief Business Officer, with a base salary increase from \$101,956 to \$107,054, effective July 1, 2019; Vita Stovall from Specialist, Student Services Worthington Atlantic City Campus to Program Coordinator, Student Affairs Worthington Atlantic City Campus with a base salary increase from \$47,053 to \$49,406 effective June 26, 2019.</p>	Personnel & Board Development

Res. No.	Name	Committee
Res. #106	<i>Approve:</i> OQ166 Continuing Education Guide, Trumbull Printing, Trumbull, CT, \$21,504.00; RFP225 Media Buying, JL Media, Union, NJ, \$250,000.00 (not to exceed); Bid Ex. 825 Professional Services, Database Hosting, 5 year contract, Entech Engineering, Inc., Reading, PA, \$35,000.00; Bid Ex. 826 NJCCC Membership, New Jersey Council of County Colleges, Trenton, NJ, \$47,758.00; Bid Ex. 828 , J-Building Flooring, Frank Mazza and Sons, Inc., Hammonton, NJ \$149,894.49; Bid 1850 Custodial Supplies, Home Depot Mt. Laurel, NJ, South Jersey Paper, Vineland, NJ, Dispose N' Save, Monroe, NY, Hillyard, Warminster, PA, United Sales, Brooklyn, NY, Central Poly, Linden, NJ, Office Basics, Boothwyn, PA, Joseph Gartland, Bellmawr, NJ, Bio-Shine, Spotswood, NJ, General Chemical, Moorestown, NJ, \$40,806.57; Bid 1852 Paper & Envelopes, Office Basics, Boothwyn, PA, Paper Mart, East Hanover, NJ, \$47,784.20; Bid 1855 Elevator Maintenance, 5 year contract, Tec Elevator, Marmora, NJ \$88,970.00; Bid 1856 Waste Hauling & Disposal 3 year contract, Gold Medal Environmental, Sewell, NJ, \$91,854.00; Total \$773,571.26.	Budget, Finance & Audit
Res. #107	<i>Approve:</i> To submit an application to the New Jersey Department of Education, FY20 Perkins Grant program for a grant amount of \$591,159 by state allocation, over the term of July 1, 2019 through June 30, 2020.	Budget, Finance & Audit
Res. #108	<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 2020 to provide adult basic education, literacy, and English as a second language services in Atlantic County and Cape May County, 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 continuation grant of \$463,769 for Atlantic County and a continuation grant of \$161,895 for Cape May County, over the term of July 1, 2019 – June 30, 2020.	Budget, Finance & Audit
Res. #109	<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 FY20 Educational Opportunity Fund Article IV – Academic Year Support, with funding of \$223,625 to be awarded over the term of June 1, 2019 through June 30, 2020.	Budget, Finance & Audit
Res. #110	<i>Approve:</i> Authorizing the award of contract with Borden Perlman for insurance with a premium of \$459,131.	Budget, Finance & Audit
Res. #111	<i>Approve:</i> Remit the assessment for FY 2019-2020 of \$160,563 to New Jersey Community College Insurance Pool for the New Jersey Community College Insurance Pool Worker's Compensation Fund.	Budget, Finance & Audit
Res. #112	<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. No.	Name	Committee
Res. #118	<i>Approve:</i> Authorize a contract with T.L. Groseclose Associates for student insurance.	Budget, Finance & Audit
Res. #119	<i>Approve:</i> To accept the proposal from OceanFirst Bank for banking services and enter into a two-year agreement.	Budget, Finance & Audit
Res. #120	<i>Approve:</i> Authorizes a five year contract with Ellucian for an estimated amount of \$3,024,459 for renewals of specific software maintenance and support services.	Budget, Finance & Audit
Res. #122	Executive Session	

VIII. Budget Report

IX. Regular Resolutions

Res. No.	Name	Committee
Res. #104	FY19 Financial Statement for eleven months ended May 31, 2019.	Budget, Finance & Audit
Motion to Accept	FY20 Annual Budget Message	Budget, Finance & Audit
Res. #113	<i>Approve:</i> To grant the President the authority to recall Chef Educators prior to the Board meeting with endorsement at the Board of Trustees' August and/or September 2019 meetings.	Personnel & Board Development
Res. #105A	<i>Retirement:</i> Ms. Dorie Keener , Director, Business Services, since January 24, 1994, effective October 1, 2019.	Personnel & Board Development
Res. #114	<i>Approve, Honorary:</i> To recognize Ms. Meghan Clark for her service to the Board of Trustees, the College's Foundation and the students of Atlantic Cape.	Personnel & Board Development
Res. #121	<i>Approve, Honorary:</i> To recognize Mr. Dennis L. Stacy for his 18 years of outstanding service, unwavering commitment and dedication to the mission and vision of the Foundation, the College and its students.	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, June 19, 2019 (draft)
Budget, Finance and Audit, June 18, 2019 (draft)
Long-Range Planning & Capital Projects, June 18, 2019 (draft)
Marketing, June 13, 2019
Personnel & Board Development, June 19, 2019 (draft)