

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 27, 2023 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
 - a. Inside the College – "Impact of the Atlantic Cape Foundation"
- 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.	Description	Committee
Res. #116	<i>Approve:</i> Regular Session Minutes (May 23, 2023)	
Res. #118	<i>Approve: Appointments:</i> Jill Agosto , appointed to the position of Assistant Professor, Nursing, effective August 28, 2023 at an annual salary of \$60,978; Robyn Berenato , appointed to the position of Registrar, effective July 1, 2023, at an annual salary of \$80,154; Nina Brannigan , appointed to the position of Department Chair, Practical Nursing, effective August 28, 2023, at an annual salary of \$60,978; Dr. Christopher Carbone , appointed to the position of Assistant Professor, Biology, effective August 28, 2023 at an annual salary of \$60,978; Kristi Collemacine , appointed to the position of Assistant Director, Cape May County Campus Student Affairs, effective July 1, 2023, at an annual salary of \$70,681; Darla Crompton , appointed to the position of Manager, Science Laboratories, effective June 28, 2023, at an annual salary of \$50,217; Megan DeFalco , appointed to the position of Manager, Workforce Development Operations effective July 5, 2023 at an annual salary of \$50,217; Noelle Gaetano , appointed to the position of Assistant Professor, Nursing, effective August 28, 2023 at an annual salary of \$60,978; Lisa Givens , appointed to the position of Assistant Director, Student Engagement, effective July 1, 2023, at an annual salary of \$67,638; Dr. Raymond Keller , appointed to the position of Assistant Professor, Science, effective August 28, 2023 at an annual salary of \$60,978; Ysaías Paul Martínez Mateo , appointed to the position of ITS Technician, effective June 28, 2023, at an annual salary of \$33,160; Anthony Stanfield , appointed to the position of Security Officer, effective July 15, 2023 at an annual salary of \$33,989; Ashley Sullivan , appointed to the position of Assistant Professor, Human Services, effective August 28, 2023 at an annual salary of \$60,978; Michele Togashi , appointed to the position of Assistant Professor, Business and Esports / Gaming, effective August 28, 2023 at an annual salary of \$60,978.	Personnel & Board Development

Res. No.	Description	Committee
	<p>April Wolff, appointed to the position of Assistant Director, Infrastructure Systems, effective July 1, 2023, at an annual salary of \$70,681.</p> <p><i>Resignation:</i> Julie Schmedding, Office Coordinator, Student Success/EOF effective May 25, 2023.</p>	
Res. #96 Rev.	<p><i>Approve:</i> allowance of programs to define and determine technological competency in specific degree programs, and elimination of Introduction to Computers (or its equivalents) as a graduation requirement.</p>	Academic & Student Affairs
Res. #125	<p><i>Approve:</i> termination of the Business Paraprofessional Management Certificate program effective Fall 2023.</p>	Academic & Student Affairs
Res. #119	<p><i>Approve:</i> Bid Exempt 1037 Student Mental Health Services, 3-Year Contract, Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant (Grant Funded), Dr. Stephanie E. Snead Poellnitz, MD, Mays Landing, NJ, \$180,000.00; Bid Exempt 1038 License for Rapid Recovery for VMWare, 3-Year Contract, DLT Solutions, Inc., Herndon, VA, \$26,460.00; Bid Exempt 1039 Live Chatbot for Atlantic Cape Website, Community College Opportunity Grant (CCOG) Student Success Initiative (Grant Funded), IVY.ai, Inc., Boulder, CO, \$35,443.00; Bid Exempt 1041 Postage Meter, 5-year Contract, Pitney Bowes, Riverside, NJ, \$52,011.60; Bid Exempt 1042 Room Dividers for Wind Training Center, New Jersey Offshore Wind Training Challenge Grant (Grant Funded), Krueger International, Green Bay, WI, \$27,000.00 (not to exceed); Bid Exempt 1043 Zoom License, Zoom Video Communications Inc., San Jose, CA, \$18,805.50; Bid Exempt 1044 Xerox for Print Shop, 5-Year Lease, Xerox Corporation, Mt. Laurel, NJ, \$114,699.60; Bid Exempt 1045 Room Scheduling Software (25Live), CollegeNet, Inc., Portland, OR, \$29,906.68; Bid Exempt 1046 New Jersey Council of County Colleges Dues Assessment, New Jersey Council of County Colleges, Trenton, NJ, \$51,747.00; Bid Exempt 1047 ATI Nursing Education Program, Strengthening Career and Technical Education for the 21st Century - Perkins (Grant Funded), Assessment Technologies Institute, LLC, Leawood, KS, \$130,000.00; Bid Exempt 1048 VMWare Support, New Jersey Edge, Carahsoft Technology Corporation, Reston, VA, \$24,469.12; Bid Exempt 1049 ATI Launch (Nursing Academic Readiness Product), Assessment Technologies Institute, LLC, Leawood, KS, \$27,500.00; RFP 222 Design of Baseball Field Structures on the Mays Landing Campus, Spiegle Architectural Group, Inc., Hamilton, NJ, \$22,500.00 (not to exceed); RFP 261 Auditing Services, Ford, Scott & Associates LLC, Ocean City, NJ, \$39,500.00 (not to exceed); RFP 262, Media Buying Services, Opportunity Meets Innovation Challenge Grant (OMIC); Community College Opportunity Grant (CCOG) Student Success Initiative (Partially Grant Funded), JL Media, Union, NJ, \$350,000.00 (not to exceed); Total: \$1,130,042.50.</p>	Budget, Finance & Audit
Res. #108 Rev.	<p><i>Approve:</i> Bid Exempt 975 Lease of Cessna 172SP and a Cessna 172R for Academic Instruction (3-month extension), Christiansen Aviation, Inc., Tulsa, Oklahoma, \$7,200.00 (Minimum); Bid Exempt 976 Lease of Cessna 172SP for Academic Instruction (2-month extension), Christiansen Aviation, Inc., Tulsa, Oklahoma, \$6,400.00 (Minimum); Total \$13,600.00 (minimum).</p>	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #120	<i>Approve:</i> remit the assessment of \$166,000 to the New Jersey Community College Insurance Pool for the New Jersey Community College Insurance Pool Worker's Compensation Fund.	Budget, Finance & Audit
Res. #121	<i>Approve:</i> award of contract with CBIZ-Borden Perlman for insurance with a premium of \$578,566.	Budget, Finance & Audit
Res. #122	<i>Approve:</i> a contract with Elmer Schultz Services for commercial appliance repairs for classrooms and cafeterias.	Budget, Finance & Audit
Res. #123	<i>Approve:</i> a contract with Ascent Aviation for helicopter rental for Aviation department instruction.	Budget, Finance & Audit
Res. #132	<i>Approve:</i> a contract with Epic Aviation, Inc. for fuel for CESSNA aircrafts used for Aviation department instruction.	Budget, Finance & Audit
Res. #133	<i>Approve:</i> a contract with Big Sky Aviation for repairs to CESSNA aircrafts used for Aviation department instruction.	Budget, Finance & Audit
Res. #126	<i>Approve:</i> submission of a budget to, and acceptance of a contract from, the State of New Jersey, Office of the Secretary of Higher Education FY24 Educational Opportunity Fund Article IV – Academic Year Support, with preliminary funding of \$260,786 to be awarded over the term of July 1, 2023 through June 30, 2024.	Budget, Finance & Audit
Res. #127	<i>Approve:</i> continuation with the third year of the four year awarded grant from State of New Jersey Department of Labor and Workforce Development's Workforce Innovation and Opportunity Act (WIOA) Title II, Adult Education and Family Literacy – Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Programs; and acceptance of a total grant of \$744,601, with Atlantic County services (through Atlantic Cape) receiving \$519,286, Cape May County services (through Cape May County Technical School District) receiving \$190,315, and Atlantic County-Cape May County services (through Literacy New Jersey, Inc.) receiving \$35,000, over the term of July 1, 2023 – June 30, 2024.	Budget, Finance & Audit
Res. #128	<i>Approve:</i> acceptance of \$50,000 from the <i>Improving Economic Mobility for Adult Learners Initiative</i> as a partner with the New Jersey Council of County Colleges (NJCCC).	Budget, Finance & Audit
Res. #129	<i>Approve:</i> application, and, if awarded, acceptance of up to \$10,000 from ETS for the TOEFL English-language Researcher/Practitioner Grant Program.	Budget, Finance & Audit
Res. #130	<i>Approve:</i> application and, if awarded, acceptance of an allocation of \$560,792.00 from the Atlantic County Workforce Development Board for a workforce training program titled "Foundations for Success" over a term of one year.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #131	<i>Approve:</i> application and, if awarded, acceptance of up to \$1,000 from the Center for First-generation Student Success and the Council for Opportunity in Education (COE) for the First-Generation College Celebration Grant Program.	Budget, Finance & Audit

Res. #135 Executive Session

IX. Budget Report

X. Regular Resolutions

Res. No.	Description	Committee
Res. #117	FY23 Financial Statement for eleven months ended May 31, 2023.	Budget, Finance & Audit
Res. #119A	<i>Approve:</i> Bid 1862 B Revised Mays Landing Campus Pumping Station Improvements (Purchase of Pump), Chapter 12 Funded, Gayle Corporation, Malvern, PA, \$193,800.00.	
Res. #134	<i>Approve:</i> a contract of employment with Dr. Barbara Gaba from July 1, 2023 to June 30, 2026.	Ad-Hoc President Contract Negotiation Committee
Res. #124	<i>Honorary:</i> recognition of Trustee Julia Train for her service to the Board of Trustees, the Atlantic Cape Foundation Board, 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