

I. STATEMENT OF ADEQUATE NOTICE

McAlister read the statement of adequate notice:

In compliance with the "Open Public Meetings" Act of the State of New Jersey, adequate notice of this regular meeting of the Board of Trustees was provided in the following manner:

1. On April 5, 2021, advance written notice of the April 27, 2021 meeting was posted on the Board of Trustees website and the College's Calendar, and advanced written notice was emailed to the clerks of Atlantic and Cape May counties and the clerks of the Board of Commissioners of Atlantic and Cape May counties, and was posted in the Press of Atlantic City on December 9, 2020.
2. On April 5, 2021, copies of advance written notice of the April 27, 2021 meeting were emailed to all persons who, according to the records of Atlantic Cape Community College, requested such notices.

II. FLAG SALUTE

- Chairperson Kennedy asked everyone to rise for the flag salute.

III. ROLL CALL

- Chairperson Kennedy introduced Dr. Robert Previti, newly appointed Trustee from Atlantic County.
- Trustee Previti noted his pleasure at being appointed to the Board of Trustees and spoke about his 40-year career in education, including as Assistant Superintendent of Schools in Atlantic County. He noted that he has also served as Chairman of the Board for Ocean City Home Bank and currently serves on the Advisory Board of OceanFirst Bank.
- McAlister provided a roll call for board members and marked others in attendance on the telephone. A quorum of the Board is permitted by telephone due to the emergency caused by the Coronavirus.

Board Members	College Personnel
✓ Robert Bumpus	✓ Dr. Barbara Gaba, President
✓ Ellen Byrne	✓ Laura Batchelor, Executive Director of Marketing and College Relations
✓ Christina Clemans (arrived by 6:15PM)	✓ George Booskos, Chief Business Officer
X Dave Coskey	✓ Paula Davis, Dean of Student Affairs and Enrollment Management
✓ Dr. Judith DeStefano-Anen	✓ Dr. Natalie Devonish, Dean, Worthington Atlantic City Campus and Workforce Development

Board Members	College Personnel
✓ Harrison Furman	✓ Mark Hanko, Executive Director, Human Resources
✓ James Kennedy	✓ Leslie Jamison, Chief Financial Officer
✓ Brian Lefke	✓ Dr. Josette Katz, Vice President, Academic Affairs
✓ Maria K. Mento	✓ Maria Kellett, Dean of Cape May County Campus, Associate Dean of Resource Development
✓ Daniel Money	✓ Jean McAlister, Board Secretary, Chief of Staff, and Dean of Resource Development
X Valerie Myland	✓ Dr. Vanessa O'Brien-McMasters, Dean, Institutional Research, Planning & Effectiveness
✓ Donald J. Parker (arrived by 6:15PM)	✓ John Piazza, Chief Information Officer
✓ Dr. Robert Previti	Legal Counsel ✓ Lou Greco, Esq., Board Solicitor
✓ Maria Ivette Torres	
Public in Attendance	
✓ Lily Chowdhury, Atlantic Cape Student	✓ Bonnie Lindaw, Chief Financial Officer, County of Atlantic
✓ Rose Shaw, Atlantic Cape Student	
Faculty and Staff in Attendance	
✓ Dr. Denise Coulter, Dean, Liberal Studies	✓ Gracellen Etherton, Senior Manager, Office of the President / Board of Trustees Operations and Resource Development
✓ Elizabeth Franchetti, Senior Clerk, Finance	✓ Caesar Niglio, Master Technician, Student Affairs, ACCCEA
✓ Effie Russell, Professor, English	

IV. CALL TO ORDER

– Chairperson Kennedy called the meeting to order at 6:00PM on April 27, 2021.

V. PRESIDENT'S REPORT

Dr. Gaba discussed the following:

COVID-19 Update

- The COVID-19 pandemic has had a dramatic impact on colleges throughout the country, but in spite of the challenges, we continue to forge ahead so that when we are past the pandemic, residents of Atlantic and Cape May counties will look to us to restart their lives after being “paused” for so long.

Commencement

- Plans are well underway for commencement which will be held in two-parts:
 - a. Drive-Through Commencement celebration without any speeches/remarks.
 - May 19th Early College Graduation - 34 high school graduates from Atlantic County Institute of Technology (ACIT), Middle Township High School, and Pleasantville High School will graduate from high school and the college at the same time.
 - May 20th – Graduation for all other graduates of the Class of 2021.
 - b. Virtual Graduation will air on June 9th at 7PM. This event will include ceremonial speeches and photos from the Drive-Through ceremony.

Grants

NJDCA Neighborhood Revitalization Tax Credit Program

- Atlantic Cape was awarded the \$50,000 planning grant which was submitted to the New Jersey Department of Community Affairs (NJDCA) Neighborhood Revitalization Tax Credit Program to develop a 10-year plan to revitalize Atlantic City’s Inlet Neighborhood (Ward #1).
- The development of the plan will incorporate a shared vision for the future revitalization of the Inlet Neighborhood, driven by residents and community stakeholders.
- Our neighborhood partners include the City of Atlantic City, Atlantic City Housing Authority, Atlantic City Board of Education, Absecon Lighthouse, North Beach Homeowners Association, Boraie Development, AtlantiCare, Jewish Family Services, Volunteers of America, Stockton University, Boys and Girls Club of Atlantic City, Police Athletic Association, and the Casino Reinvestment Development Authority (CRDA).

University Partnerships

Rutgers University–Camden Scholarship at Atlantic Cape Community College – Mays Landing Campus

- Rutgers–Camden is extending their scholarship program specifically for graduates of Atlantic Cape Community College who transfer to Rutgers-Camden, which has a site at our Mays Landing Campus.
- The Rutgers–Camden Scholarship at Atlantic Cape Community Colleges provides Atlantic Cape graduates with merit-based financial support. Combined with need-based state and federal aid, this award presents the opportunity for Atlantic Cape graduates to earn a world-class Rutgers degree at a greatly reduced tuition rate.

- Sixty-one (61) Atlantic Cape graduates received a total of **\$190,857** in support from this scholarship when they enrolled at Rutgers University–Camden for the 2020-21 academic year.

Recognitions for Accessibility

- Atlantic Cape has been recognized many times for our implementation of Blackboard Ally, which enhanced the accessibility of the college’s online education, and for our great strides in making Atlantic Cape accessible to all students.
- Blackboard recently debuted *The Book of Ally: Discoveries Along the Journey of Inclusion*, an e-text summarizing accessibility trends, case studies, and the Ally Tour visits, which features Atlantic Cape and quotes from students, faculty, and staff.

Student Accomplishments

- Atlantic Cape students Lily Chowdhury and Rose Melanie Shaw (graduating members of Phi Theta Kappa) have been named to the *2021 New Jersey All-State Academic Team*. This group of Phi Theta Kappa (PTK) students, from each of the state’s 18 community colleges, represent the very best that community colleges have to offer in academic excellence, leadership, and community service.
- The New Jersey Council of County Colleges (NJCCC) is honoring the *2021 New Jersey All-State Academic Team* for their talent, innovation and dedication, and is recognizing their outstanding achievements and exceptional service to their communities and colleges as members of Phi Theta Kappa.
- Dr. Gaba congratulated Ms. Chowdhury and Ms. Shaw for this recognition, and thanked Professor Effie Russell, advisor to PTK for her work with this group of exemplary students.

Alumni Accomplishments

Distinguished Alumni - 2021

- Atlantic Cape will be honoring four outstanding alumni with the “Distinguished Alumni Award.” The recipients will be recognized at a virtual ceremony on April 28, 2021.
- Dr. Gaba spoke about each of the recipients:
 - Overall Distinguished Alumni Award Category (open to all graduates):
 - Madeline Quinn Seidenstricker, Class of 1971, Liberal Arts – Education Option, A.A.
 - Donna Vassallo, Class of 1985, Hospitality Management, A.A.S.
 - Young Alumni Achievement Award (graduates 40 years of age and younger)
 - Pamela Shute, Class of 2006, Liberal Arts – Education Option, A.A.
 - Harry Walk, Class of 2009, General Studies, A.S.

Nate Evans, Jr., '15 – Alumni Success Story

- Nathan Evans earned an Associate in Arts degree in Communication from Atlantic Cape in 2015, and graduated from Rowan University in May 2019 with a B.A. in Liberal Studies.

Evans formed his own business in the fitness/wellness industry and has served as a youth empowerment speaker and coach.

- As a mentor and mental health advocate, Evans has focused his attention on bringing awareness and developing solutions to mental health issues in African American and under-served communities.
- In October 2020, Evans joined the team at the Boys and Girls Club of Atlantic City as the organization's Teen Center Director at the newly opened MGM Resorts International Teen Center for Economic Youth Development and College Readiness.
- In October 2020, Evans published a book, *I Love You, Letters of Love from Black Men to Black Boys*.
- Evans was named one of Atlantic Cape's 2019 President's Distinguished Alumni Award recipients in the "Top Four Under 40" category.

Secretary's Note-The President's full monthly report is posted on the Board webpage.

Inside the College

- John Piazza, Chief Information Officer, presented on “Technology Plan FY2021-FY2025”.
- Piazza responded to an inquiry about the college’s ability to recover from a cyber-attack or damage to the campus data center. He noted that we have the ability to revert to backup data and the disaster recovery site will ensure additional security.

VI. COMMENTS FROM THE PUBLIC

- Chairperson Kennedy called for comments from the public on agenda items.
- None noted.

VII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #93 Regular Session Minutes (March 23, 2021)

Res. #95

Personnel Action

Appointments: **Patricia Hickson**, appointed to the position of Security Officer I effective April 28, 2021 at an annual salary of \$31,563; **Christine Matos**, appointed to the position of Director, High School Initiatives effective June 1, 2021 at an annual salary of \$74,432; **Valerie Warren**, appointed to the position of Temporary Office Assistant, Financial Aid effective April 28, 2021 at an annual salary of \$31,563.

Res. #95A**Retirement – Barbara Long, Specialist, Nursing and Health Sciences**

Acknowledge: retirement of **Barbara Long**, Specialist, Nursing and Health Sciences, effective August 1, 2021.

Res. #95B**Memorandum of Agreement – Summer Schedule**

Memorandum of Agreement between the Board of Trustees and the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCOSAP), Supportive Staff Association (SSAACCC), and Teachers, Librarians and Counselors (TLC) to modify the Summer Schedule so that it begins on Monday, May 24, 2021 and ends on August 13, 2021.

Res. #98**Dr. Natasha Corbitt - 54th Annual Commencement Keynote Address**

To grant an honorary Associate in Science degree to Dr. Natasha Corbitt in recognition of her admirable accomplishments and serving as keynote speaker at the Atlantic Cape 2021 Commencement Ceremony.

Res. #99**Policy Updates**

Policy No. 920 *Testing & Inspection of Fire and Life Safety Detection and Suppression Systems*

Policy No. 926 *Stormwater Pollution Prevention*

To reaffirm Policy No. 920 *Testing & Inspection of Fire and Life Safety Detection and Suppression Systems* and Policy No. 926 *Stormwater Pollution Prevention* with minor revisions.

Res. #97**Atlantic County Radio Network (ACRN) License Agreement**

To enter into a seven (7) year agreement with the County of Atlantic to participate in the Atlantic County Radio Network (ACRN).

Res. #55 Revised**Award of Bids**

Number	Item and Vendor Information	Amount
Bid Exempt 890	Information Technology Infrastructure Upgrades CARES Act Higher Education Emergency Relief Fund – Institutional Portion (Grant Funded) Continental Resources Mt. Laurel, NJ	\$479,098.80

Res. #96**Award of Bids**

Number	Item and Vendor Information	Amount
Bid Exempt 898	Adult Basic Skills Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program Cape May County Technical School Cape May Court House, NJ	\$172,213.00 (not to exceed)
Bid Exempt 899	“TalkCampus” Mental Health Application (3-year Contract) Governor's Emergency Education Relief Fund (GEERF) / High Education Emergency Relief Fund (HEERF) – Institutional Portion (Grant Funded) TalkLife, Ltd. Marlton, NJ	\$17,550.00
Bid Exempt 900	Receiving Department Delivery Vehicle Repair & Replacement Fund DFFLM, LLC. Trading As Ditschman Ford Flemington, NJ	\$24,089.50
Bid Exempt 901	Engineering Design Services - Cooling Tower and Emergency Generator Chapter 12 DaVinci Engineering Group, LLC Woodbury, NJ	\$21,500.00
Bid Exempt 903	Equipment for Atlantic County Radio Network Repair & Replacement Fund Tactical Public Safety West Berlin, NJ 08091	\$96,970.25
Bid Exempt 904	Vaddio Videoconferencing System Higher Education Emergency Relief Fund-II (HEERF II) – CRRSAA – Institutional Portion (Grant Funded) Troxell Communications Lumberton, NJ	\$126,429.37
Bid Exempt 905	Splash Guards Coronavirus Relief Fund (CRF) / Higher Education Emergency Relief Fund-II (HEERF II) / Governor's Emergency Education Relief Fund (GEERF) – Institutional Portion (Grant Funded) Affordable Interior Systems Leominster, MA In Care of W.S. Goff Company, Inc. Mays Landing, NJ	\$29,064.00

Total \$487,816.12

Res. #100**Application and Acceptance of Strengthening Career and Technical Education for the 21st Century Act Funds (“Perkins”)**

To apply for and accept the Strengthening Career and Technical Education for the 21st Century Act funds for an amount equal to Atlantic Cape's allocation as determined by the State of New Jersey Department of Education for the fiscal year ending June 30, 2022.

Res. #102**U.S. Embassy in Brazil Grant – Collaboration for Remote English as a Second Language (ESL) Courses**

To apply for a grant from the U.S. Embassy in Brazil and, if awarded, to accept an allocation up to \$20,000 to provide the opportunity for Brazilian students at the Federal Institute of Mato Grosso (IFMT) to attend an Atlantic Cape advanced ESL course remotely in Fall 2021, with the grant to cover students' tuition, fees and required materials for ESLN 092/100, to help support the mission of the U.S. Embassy by furthering English language education and understanding of American culture.

Res. #103**State of New Jersey Labor and Workforce Development's Workforce Innovation and Opportunity Act (WIOA) Title II Grant**

To submit an application to the 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 Program, submitting a 4-year competitive grant application covering State Fiscal Years 2022, 2023, 2024 and 2025, and, if awarded, to accept a total grant of \$720,556 over the term of July 1, 2021 – June 30, 2022, with Atlantic County services (through Atlantic Cape) to receive \$511,396; Cape May County services (through Cape May County Technical School District) to receive \$184,160; and Atlantic County-Cape May County services (through Literacy Volunteers Association Cape-Atlantic Inc.) to receive \$25,000.

Res. #97 Rev. (FY20)**New Jersey Department of Community Affairs Planning Grant**

To accept a \$50,000 planning grant from the New Jersey Department of Community Affairs (NJDCA) Neighborhood Revitalization Tax Credit Program to develop a 10-year plan to revitalize Atlantic City's Inlet Neighborhood (Ward #1).

Res. #101**Consulting Services for the New Jersey Department of Community Affairs Neighborhood Revitalization Tax Credit Program**

Consulting services with Rutala Associates, LLC for the development of a 10-year plan to revitalize Atlantic City's Inlet Neighborhood (Ward #1) for \$40,000 funded by the New Jersey Department of Community Affairs (NJDCA) Neighborhood Revitalization Tax Credit Planning Grant.

Res. #104 Executive Session

- Trustee Lefke motioned to approve consent resolutions; Trustee Mento seconded.

ROLL CALL:

ALL AYES

NO NAYS

ABSTENTIONS – Trustee Byrne and Trustee Previti abstained from Res. #93.

Motion carried.

VIII. BUDGET REPORT

- Trustee Money reported under Resolution #2 and Res. #78 – Regular Resolutions.

IX. REGULAR RESOLUTIONS**Res. #94** FY21 Financial Statement for nine months ended March 31, 2021.

- Trustee Money stated the following:
 - As of March 31, 2021, the College has earned 85.85% of budgeted revenues and expended 66.76% of budgeted expenditures. Revenue is tracking -4.6% down from this time last year, and expenditures are lower at -9.8%.
 - This report reflects the recovery of nearly \$900,000 in Fall tuition and fees revenue loss through the HEERF II grant. Because of cost reduction strategies and the use of Coronavirus Relief funding, management projects FY21 to be within the budgeted margin.
- Trustee Torres motioned to approve Resolution #94, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #95C**Personnel Action**

Promotions: Gorgianne Giordano, Human Resources Specialist promoted to Human Resources Information Specialist effective April 28, 2021 at a salary of \$50,377; Barbara Kozek, Assistant Director, Adult Basic Education ESL/HSE promoted to Director, Adult Literacy and Integrated Education Programs effective April 28, 2021 at a salary of \$83,696; Sherwood Taylor, Director, Workforce Development promoted to Senior Director, Workforce Development effective April 28, 2021 at a salary of \$96,147;

Stacey Zacharoff, Director, Center for Student Success promoted to Senior Director, Center for Student Success effective April 28, 2021 at a salary of \$81,493.

- Trustee Parker spoke about the promotions, recognizing those employees who have advanced their education and are now progressing in their careers at the college.
- Trustee Previti motioned to approve Resolution #95C, Trustee Byrne seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

X. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

- There was no report under the Cunningham-Ruiz Bill.

XI. FOUNDATION REPORT

Trustee Furman reported on behalf of the Foundation.

- As Community College Month comes to a close, Trustee Furman reported that 18 New Jersey community colleges have *Proven* to support students in need. For example, community colleges provided \$8.5 million in scholarships to students in FY20 thanks to the generous donors and supporters of NJ community college students. Atlantic Cape has done exceptionally well in a pandemic year, providing \$650,763 in scholarships, \$18,856 in other programs including the Emergency Fund, and donated \$65,000 to the College towards administrative expenses. This year's scholarship awards exceeded last year's by more than \$35,000.
- The Foundation had a clean FY20 audit with no findings.
- Two 50/50 Raffle tickets were mailed to each Trustee. Trustee Furman thanked those who purchased their tickets and asked that Trustees continue to send in the ticket stubs with payment in the self-addressed envelope provided. If you are unable to sell or purchase the tickets, please notify Ms. McAlister and return the ticket as soon as possible. The drawing is June 25.
- The Baseball Field Renovation Capital Campaign is in full swing. Those who would like to contribute to this campaign, or know someone who would, should contact Ms. McAlister. We will resend the opportunities to everyone.
- Lastly, the Gala Goes Al Fresco event is scheduled for June 23 from 6-9PM, at Harrah's outside near the Waterfront Conference Center. No gowns or tuxes required; a casual, fun, summer event is planned. The new capacity for outdoor events is 500. To date 350 tickets

have been sold, mostly by sponsors and tables of 10. Nearly 30 of the area's best Restaurants, Breweries and Distilleries are participating, and the Dirty Dozen Dance Band will be playing during the event. Harrah's is our premier sponsor, along with Borgata, Bally's, Petro Cohen Petro Law Firm, Ocean Resorts, and MEET AC, to name a few. We are truly thankful for their continued support. Tickets can be purchased online at atlantic.edu/gala. Tickets are \$150 this year with sponsorships starting at \$3,500. These sponsors will be located under the tent. Reserved tables are available at \$2,000.

XII. NEW JERSEY COUNCIL OF COUNTY COLLEGES (NJCCC)

Dr. Gaba reported the following:

- The Council continues to advocate for an increase in the state appropriations to community colleges. The Governor's budget proposes an additional \$5M in operating aid to community colleges (the first increase in 13 years). However, the Council continues to advocate for the original \$10M requested. Currently, state operating aid now accounts for less than 15% of the total budget for our state community colleges. Advocacy efforts for the additional \$5M have been underway including my testimony this morning.
- The Community College Opportunity Grant (CCOG) was signed into law on February 22, 2021. The Council is turning their attention to raising statewide awareness of this opportunity for both traditional and adult students.
- The Office of the Secretary of Higher Education (OSHE), the Higher Education Student Assistance Authority (HESAA), and the Council are working together to ensure we collectively create an informative, extensive, and appealing marketing campaign to promote CCOG specifically, and enrollment in community colleges more broadly, on a statewide basis.
- A \$380,000 Marketing Campaign will be launched soon:
 - OSHE \$230,000
 - HESAA \$50,000
 - Colleges \$100,000 (Atlantic Cape \$5,000)

XIII. OTHER BUSINESS

- Chairperson Kennedy reminded the Trustees that the Board Retreat is scheduled for May 3, 2021 at 1PM via Zoom. A packet will be mailed to Trustees this week in preparation for the Retreat.

XIV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, President of the Atlantic Cape Community College Education Association (ACCCEA), noted that in the last few weeks, food boxes have been distributed to students through the NJEA, which included chicken, beef, and potatoes. Fifty (50) boxes were given to students. The next event will be held in early May and will feature fresh produce boxes for students.

- Niglio noted that meetings with Mark Hanko, the new Executive Director of Human Resources, have gone well. Discussions have included the return of staff to campus.

XV. ADJOURNMENT

- At 6:48PM, Trustee Lefke motioned to adjourn; Trustee Parker seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.