

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:
- On August 17, 2021, advance written notice of the August 24, 2021 meeting was emailed to all persons who requested such notices, posted on the Board of Trustees website and the College's Calendar, 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 posted in the Press of Atlantic City on December 9, 2020 and August 20, 2021.

II. FLAG SALUTE

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

III. ROLL CALL

- McAlister provided a roll call for Board members and marked others in attendance on the telephone.

Board Members	College Personnel
X Robert Bumpus	✓ Dr. Barbara Gaba, President
✓ Ellen Byrne (phone)	✓ Laura Batchelor, Executive Director of Marketing and College Relations
X Christina Clemans	✓ George Booskos, Chief Business Officer
X Dave Coskey	✓ Dr. Natalie Devonish, Interim Dean of Student Affairs and Enrollment Management
✓ Dr. Judith DeStefano-Anen	✓ Leslie Jamison, Chief Financial Officer
✓ Harrison Furman (phone)	✓ Dr. Josette Katz, Vice President, Academic Affairs
✓ James Kennedy	✓ Maria Kellett, Dean of Cape May County Campus, Associate Dean of Resource Development
✓ Brian Lefke	✓ Jean McAlister, Board Secretary, Chief of Staff, and Dean of Resource Development
✓ Maria K. Mento	✓ Dr. Vanessa O'Brien-McMasters, Dean, Institutional Research, Planning & Effectiveness

Board Members	College Personnel
✓ Daniel Money	X John Piazza, Chief Information Officer
✓ Donald J. Parker (phone)	Legal Counsel ✓ Lou Greco, Esq., Board Solicitor
✓ Dr. Robert Previti	
✓ Maria Ivette Torres	
✓ Shane Winkler	
Public in Attendance	
✓ Bonnie Lindaw, Chief Financial Officer, County of Atlantic	
Faculty and Staff in Attendance	
✓ Sandra Criscione, Executive Director, Innovation and Academic Resources	✓ Dr. Aigner Holmes, Director of EOF/Assistant Director of Center for Student Success
✓ Dr. Kalpana Jain, Dean of STEM	✓ Christine Matos, Director, High School Initiatives
✓ Tim O'Donnell, Director of the Academy of Culinary Arts and Hospitality Management	✓ Heather Peterson, Registrar, ACCCEA
✓ Bert Rosica, Assistant Baseball Coach	✓ Emily Smykla, Specialist, Office of the President & Board of Trustees Services
✓ Sherwood Taylor, Senior Director, Workforce Development	

IV. CALL TO ORDER

- Chairperson Kennedy called the meeting to order at 6:00PM on August 24, 2021.

V. PRESIDENT'S REPORT

- Dr. Gaba welcomed the Board back to campus after more than a year of virtual meetings, noting that in keeping with safety protocols everyone on campus is required to wear a mask, regardless of vaccination status, and the college community is encouraged to get vaccinated.

Dr. Gaba discussed the following:

Technology / Facilities Upgrades

- The Information Technology department completed the first phase of the *Network and Security Upgrade*. The major advantage of this upgrade phase has been an increase in internet bandwidth and speed for browsing, wireless access, and cloud-based applications. Additional phases of work will be performed over the next 6-12 months. This upgrade strengthened the foundation of our technology infrastructure, and we were able to fund the project with federal stimulus money.

- Dr. Gaba thanked John Piazza, Chief Information Officer; the Information Technology Department; and the staff who served as testers for the many hours they spent building a brand-new foundation for our systems.
- Another major upgrade is our new air filtration system, also funded by federal stimulus money.

Student Support

- Atlantic Cape has expanded and enhanced the existing Laptop Loaner Program. Three thousand (3,000) additional laptops for students have been purchased, and distribution began on August 19. The program requires the students to maintain (6) credits for eligibility into the program. Additionally, the students will be allowed to keep the laptops after graduation.
- We are offering 3-free credits for students attending Atlantic Cape this Fall. This offer, funded by HEERF, will be extended to our high school partners for students taking dual and concurrent courses.
- Student Affairs held an orientation for our students in the Educational Opportunity Fund (EOF) program who are starting this Fall semester to ensure they have all the tools, resources, and information they will need to successfully start their college experience.

Marketing

- The college launched the “*See Where Free Can Take You*” Fall Campaign, advertising the 3-credit tuition waiver and free laptop opportunities for the Fall Semester, targeting the African American and Hispanic markets in our two counties. Media was purchased in TV, radio, digital, social, search, and outdoor billboards. We also sent 20,000 postcards to area stop-out students and potential students earlier this month.

Stockton University Partnership

- Atlantic Cape signed a new partnership agreement with Stockton University for a 2+3 AS/BS/MBA program in Business Administration on July 27, 2021. Upon completion of the Associate in Science degree, students would seamlessly transfer to Stockton’s Dual BS/MBA program. The program will prepare students for professional careers in business.

Grants

- Atlantic Cape has been awarded the New Jersey Offshore Wind Safety Training Grant from the NJEDA and OSHE. Atlantic Cape will receive \$3 million to establish an industry-recognized Global Wind Organization (GWO) *Basic Safety and Sea Survival Training Program* and facility to prepare New Jersey workers for jobs in the state’s growing offshore wind industry. The training center will be located at our Worthington Atlantic City Campus, which will require that a wing be added to the building.
- The college was awarded a competitive grant, the *Opportunity Meets Innovation Challenge* (OMIC) Grant, through the State of NJ, funded by the federal Higher Education Emergency Relief Fund (HEERF). The college was funded \$414,297 to enhance our onboarding of adult

learners through professional development, leveraging of technology to use data to identify prospective populations, and develop improvements to our services for this population. Data on our service area shows that focusing on educating our adult community members is an area of opportunity.

Program Highlights

Nursing

- The annual Pinning Ceremony for the Nursing Class of 2021 was held in both virtual and “drive-through” formats. These students have worked incredibly hard to achieve their Associate Degree in Nursing, especially in light of the COVID-19 pandemic. All students in the program participated in the vaccination centers this past spring.

Academy of Culinary Arts

- Following an accreditation review, the American Culinary Federation (ACF) Education Foundation Accrediting Commission reaccredited the Academy of Culinary Arts’ AAS in Culinary Arts, AAS in Baking and Pastry, and Certificate in Baking and Pastry programs through June 30, 2028. All three programs were identified as “Exemplary” by ACF.

Community Relations

- Atlantic Cape hosted AtlantiCare’s annual Community Health Fair on our Worthington Atlantic City Campus on August 13 as part of the celebration for *National Health Center Week*. This event was held in support of AtlantiCare's HealthPlex Center in Atlantic City, which cares for approximately 10,000 individuals a year.

Alumni Success Stories – Dr. Zach Blaesi ’11

- Atlantic Cape graduate Zach Blaesi ’11 successfully defended his dissertation and completed his PhD at the University of Texas at Austin. A very engaged student at Atlantic Cape, Mr. Blaesi was an officer of the Fine Arts Club at the Cape May County Campus. After earning an A.S. in General Studies, Mr. Blaesi transferred to NYU to study Film and Philosophy, graduating in 2013, before being accepted into a doctoral program at U.T. Austin.
- In the acknowledgements section of his dissertation, Dr. Blaesi recognized the faculty who positively impacted him along his educational journey, including Professor Richard Russell, who he acknowledged as a professor who was “inspiring and encouraged [him] to succeed.”

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

Inside the College

- Jean McAlister, Chief of Staff, and Sherwood Taylor, Senior Director of Workforce Development, presented on the “New Jersey Offshore Wind Safety Training Challenge.”

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. #1 Regular Session Minutes (June 22, 2021)

Res. #4

Personnel Action

Appointments - **Hana Bajes**, Assistant Professor, Science effective August 30, 2021 at an annual salary of \$57,758; **Dana Barnes**, Assistant Professor, Nursing effective August 30, 2021 at an annual salary of \$57,758; **Kristi Collemacine**, temporary Academic Support Specialist effective July 26, 2021 at an annual salary of \$39,135; **Jodi Karpinski**, Enrollment Management Communications Specialist effective August 25, 2021 at an annual salary of \$39,135; **Adelina Marini**, temporary Academic Support Specialist effective July 26, 2021 at an annual salary of \$39,135; **David Ortiz-Nuñez**, College Recruiter effective August 25, 2021 at an annual salary of \$47,565; **Renee Patterson**, temporary Academic Support Specialist effective July 27, 2021 at an annual salary of \$39,135; **David Pringle**, Director, Student Support Services effective August 26, 2021 at an annual salary of \$66,949; **Claire Sylvester**, Manager, Public Relations and Copywriter effective September 7, 2021 at an annual salary of \$47,565; **John Taggart**, Supervisor, Facilities Operations effective August 25, 2021 at an annual salary of \$62,500; **Jennifer Thomas**, Assistant Professor, English and Communication effective August 30, 2021 at an annual salary of \$57,758; **Mary Tiernan**, Senior Nursing Clinical Instructor effective September 21, 2021 at an annual salary of \$57,087; **Edward Yesko**, Webmaster, College Relations effective September 7, 2021 at an annual salary of \$57,087; **Shari Reese**, Specialist, Finance effective August 30, 2021 at an annual salary of \$39,135; **Rick Stowell**, Senior Manager, Grants effective August 31, 2021 at an annual salary of \$57,087; **Tamaraty Robinson**, Science Laboratory Assistant effective August 25, 2021 at an annual salary of \$32,194.

Transfer - **Jerome Ingram**, from Enrollment Navigator to Program Coordinator, Center for Student Success effective July 26, 2021 at his current base salary.

Promotion - **Tasha Rivera**, from Admissions Specialist to Manager, Admissions effective August 25, 2021 at an annual salary of \$48,754.

Resignation - **Michael Bates Sr.**, Grounds/Labor/Maintenance Worker, Facilities retroactive to June 30, 2021; **Richard Luderitz**, Assistant Director, Paramedic and EMT Program retroactive to July 30, 2021.

Res. #5**Award of Bids**

Number	Item and Vendor Information	Amount
Bid 1861	Renovations and Roofing Replacement of Morse Hall, Boyer Hall, and Richards Hall (B-Buildings) Securing Our Children's Future Bond Grant Act / Atlantic County Match Chapter 12 Funds Ogren Construction Company, Inc. Vineland, NJ	\$9,377,000.00
Bid Exempt 902	Abatement Services for Renovations and Roofing Replacement of Morse Hall (B1) and Richards Hall (B3) Chapter 12 Funds Brinkerhoff Environmental Services, Inc. Manasquan, NJ	\$33,178.00
Bid Exempt #934	Abatement Services for Renovations and Roofing Replacement of Boyer Hall (B2) Securing Our Children's Future Bond Grant Act / Atlantic County Match Brinkerhoff Environmental Services, Inc. Manasquan, NJ	\$16,589.00
Bid Exempt 929	Furniture for Renovations of Morse Hall (B1) and Richards Hall (B3) Chapter 12 Funds W.S. Goff Company, Inc. Mays Landing, NJ	\$331,159.10
Bid Exempt 933	Furniture for Renovations of Boyer Hall (B2) Securing Our Children's Future Bond Grant Act / Atlantic County Match W.S. Goff Company, Inc. Mays Landing, NJ	\$288,593.00
Bid 1865	Fire Suppression System Maintenance and Inspection (9/1/2021-6/30/2024) Operational Funds Harring Fire Protection, LLC Williamstown, NJ	\$34,400.00

Number	Item and Vendor Information	Amount
Bid Exempt 925	Human Resources Recruitment/Onboarding Software Higher Education Emergency Relief Funds (HEERF) – Institutional Portion (Grant Funded) Governmentjobs.com (d.b.a. NEOED) El Segundo, CA	\$79,900.00
Bid Exempt 926	Virtual Science Laboratory Software Higher Education Emergency Relief Funds (HEERF) – Institutional Portion (Grant Funded) Labster, Inc. New York, NY	\$21,000.00
Bid Exempt 927	ATI Learning Resources for Nursing Program Higher Education Emergency Relief Funds (HEERF) – Institutional Portion (Grant Funded) ATI Nursing Education Lakewood, Kansas	\$110,000.00
Bid Exempt 928	Classroom and Laboratory Laptops Higher Education Emergency Relief Funds (HEERF) – Institutional Portion (Grant Funded) Ocean Computer Group Matawan, NJ	\$222,554.50
Bid Exempt 930	NurseThink Nursing Clinical Virtual Program Strengthening Career and Technical Education for the 21 st Century - Perkins (Grant Funded) Swift River Online Learning South Jordan, UT	\$59,000.00 (pending state grant approval)
		Total \$10,573,373.60

Res. #51 Revised**Securing Our Children's Future Bond Act**

Acceptance of a grant of \$4 million from the NJ Office of the Secretary of Higher Education (OSHE) for the Securing Our Children's Future Bond Act – County College Career and Technical Education Program Expansion Grant program, with a 25% match of the cost of the project from non-state sources which the Atlantic County Board of Commissioners pledged to provide in the amount of \$1,330,000, in order to construct and/or expand classrooms, laboratories, libraries, computer facilities, and other academic structures to increase Career and Technical Education (CTE) program capacity, with a grant term of approximately July 1, 2021 – June 30, 2025.

Res. #6**National Science Foundation Advanced Technological Education Program**

Submission of an application to the National Science Foundation, Advanced Technological Education (ATE) Program, for a competitive grant to develop education of technicians for the high-technology fields that drive our nation's economy, and, if awarded, to accept up to \$600,000 over the grant term of three years (July 1, 2022 – June 30, 2025).

Res. #7

**National Science Foundation Advanced Technological Education (ATE)
Aviation Electronics Systems Technician Program**

Submission of an application to the National Science Foundation, Advanced Technological Education (ATE) Program, for a competitive grant to develop a new Associate in Applied Science Degree designed to meet the entry requirements into the Federal Aviation Administration's Technical Operations Collegiate Training Initiative, and, if awarded, to accept up to \$600,000 over the grant term of three years (July 1, 2022 – June 30, 2025).

Res. #8**To Apply for College Readiness Now VIII Grant Funds**

Memorandum of Understanding with NJCCC and the Office of the Secretary of Higher Education for the implementation of the College Readiness Now VIII Project, with a grant award of \$38,340 and a grant term of July 1, 2021 – June 30, 2022.

Res. #9 Executive Session

- Trustee Previti motioned to approve consent resolutions; Trustee Money seconded.
- Motion carried.

VIII. BUDGET REPORT

- Trustee Money reported under Resolution #2 and Resolution #3 – Regular Resolutions.

IX. REGULAR RESOLUTIONS

Res. #2 FY21 Draft Financial Statement for twelve months ended June 30, 2021 as of August 9, 2021.

Trustee Money stated the following:

- As of this draft, the College has earned 99% of budgeted revenues and expended 87% of budgeted expenditures. The College recovered \$2.1 million in lost tuition and fee revenue through the HEERF grant reported in Other Sources. The fiscal year closing is in progress,

and the net margin will be positive, therefore adding to the fund balance, which will be important for future years.

- Trustee Previti motioned to approve Resolution #2, Trustee Byrne seconded.
- Motion carried.

Res. #3 FY22 Financial Statement for one month ended July 31, 2021.

Trustee Money stated the following:

- This financial report represents one month of FY22 financials to date. As of July 31, the College has earned 9.2% of budgeted revenues and expended 12.4% of budgeted expenditures. FY22 Summer enrollment is 1,945 credits below the budgeted goal of 11,099, or -17.5%. Thus, Summer tuition and fee revenue is below the budgeted amount by \$400,000.
- Trustee Torres motioned to approve Resolution #3, Trustee Byrne seconded.
- Motion carried.

Res. #5A

Award of Bids

Number	Item and Vendor Information	Amount
Bid Exempt 931	NJ TRANSIT Bus Vouchers for CTE Special Population Students Strengthening Career and Technical Education for the 21 st Century - Perkins (Grant Funded) NJ Transit, Inc. Newark, NJ	\$42,700.00 (not to exceed; pending state grant approval)
Bid Exempt 932	Equipment to Expand Nursing Program to the Cape May County Campus Strengthening Career and Technical Education for the 21 st Century - Perkins (Grant Funded) PocketNurse Monaca, PA	\$97,520.37 (pending state grant approval)
		Total \$140,220.37

- Trustee Money stated that transportation is recognized as a barrier to class attendance due to the cost of public transportation for many students. Providing no-cost bus vouchers to students in CTE programs helps eliminate this barrier. CTE programs include Nursing, Culinary, Aviation, Studio Arts, Business, and Hospitality Management. The goal is to provide the means for students to attend classes and take advantage of all of the support services available and is an important retention tool toward graduation.

- Trustee Money also stated that we are elated to expand the Nursing Program to the Cape May County Campus. This expansion adds capacity for training nurses locally and reducing some of the travel by Cape May County students to the Mays Landing Campus.
- Trustee Byrne motioned to approve Resolution #5A, Trustee Lefke seconded.
- Motion carried.

Res. #4A

Personnel Action

Sabbatical - Postponement of the previously Board-approved sabbatical for **James Sacchinelli**, moving it from the Fall Semester 2021 to the Spring Semester 2022.

- Trustee Parker motioned to approve Resolution #4A, Trustee Byrne seconded.
- Motion carried.

X. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

Cunningham-Ruiz Bill

- Trustee Parker reported that there was an auto theft from the Worthington Atlantic City Campus by a non-student who was in a youth program. The vehicle was recovered quickly by the Atlantic City Police Department, and the youth was apprehended.

XI. FOUNDATION REPORT

Trustee Furman reported on behalf of the Foundation.

- The annual Scramble FORE Scholarships Golf Tournament takes place on October 15 at Cape May National Golf Club. This is an important scholarship fundraiser and the presenting sponsor is the Mullock Family. We are very grateful for their donation of the course and greens fees. Please contact Maria Kellett to sponsor this event. We continue to raise funds for the “Bring It Home” campaign for the baseball field. Please share both of these items with your colleague and friends.
- The Foundation received two grants on behalf of the College since our last meeting: the Robert Sydney Needham Foundation awarded \$10,000 to a second-year nursing student, and MGM Resorts awarded a \$9,500 ESL Workplace grant.

XII. NEW JERSEY COUNCIL OF COUNTY COLLEGES (NJCCC)

- No report.

XIII. OTHER BUSINESS

- Trustee Money noted that he was impressed with the tour of newly-renovated spaces on the Mays Landing Campus that was offered to Trustees prior to the meeting. He said he was amazed at how much progress has been made to upgrading the teaching and learning spaces at the college.
- Trustee Kennedy thanked the Trustees who are serving on the President Evaluation Committee, chaired by Trustees Byrne, as well as the upcoming Reorganization Committee, chaired by Trustee Torres.

XIV. COMMENTS FROM THE PUBLIC

- Heather Peterson, Registrar and ACCCEA officer, noted that the Food Pantries that assist our students on all three campuses were restocked and thanked Nancy Porfido for her efforts.
- She also noted that the unions are assisting with Welcome Back events for our students to be held on all three campuses in September.

XV. ADJOURNMENT

- Trustee Kennedy stated that the Trustees will be going into Executive Session to discuss matters of attorney-client privilege and personnel with no action to be taken upon return. Trustee Kennedy asked for a motion to adjourn the public session.
- At 7:10PM, Trustee Torres motioned to adjourn; Trustee Money seconded.
- Motion carried.