

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 the regular meeting of the Board of Trustees was provided in the following manner:
- On March 3, 2025, advance written notice of the March 25, 2025 regular 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 12, 2024 and the *Cape May County Herald* on December 18, 2024.

II. FLAG SALUTE

- Chairperson Money 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:

- ✓ Ellen Byrne (phone; arrived at 6:02 pm)
- ✓ Haniyah Bey (arrived at 6:05 pm)
- ✓ Flora Castillo
- X Christina Clemans
- X Dave Coskey
- ✓ Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano (phone)
- ✓ Ambrose Gray
- ✓ Monica Kyle
- ✓ Daniel Money
- ✓ Donald J. Parker
- X Mark Sandson
- ✓ Maria Ivette Torres
- ✓ Brigitte White
- ✓ Leslie White-Coursey

College Personnel:

- ✓ Dr. Barbara Gaba, President
- ✓ Laura Batchelor, Chief Marketing Officer
- ✓ Lizbeth Castro-James, Director of Worthington Atlantic City Campus & Community Outreach
- ✓ Dr. Natalie Devonish, Vice President of Student Affairs and Enrollment Management
- ✓ Leslie Jamison, Chief Financial Officer
- ✓ Dr. Josette Katz, Senior Vice President, Academic Affairs
- ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer
- ✓ Krista McConnell, Director of Cape May County Campus & Community Outreach
- ✓ Dr. Vanessa O’Brien-McMasters, Vice President, Institutional Effectiveness and Chief Strategy Officer
- ✓ John Piazza, Chief Information Officer
- ✓ Dominic Sambucci, Chief Business Officer

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County Chief Financial Officer (phone)
- ✓ Melissa Ramiraz
- ✓ Dante Rodriguez
- ✓ Francis Marigliano, guest of Millinda Marigliano

Faculty and Staff in Attendance:

- ✓ Automne Bennett, Senior Manager, Financial Aid, ACCCEA Member
- ✓ Jamal Edwards, Athletics Director
- ✓ Rosemary Reidy, Executive Assistant, Office of the President & Board of Trustees

Students in Attendance:

- ✓ Millinda Marigliano, Atlantic Cape Student Athlete
- ✓ Chris Vallese, Technical Solutions Engineer
- ✓ David Zuba, Public Relations Manager and Copywriter

IV. CALL TO ORDER

- Chairperson Money called the meeting to order at 6:00PM on March 25, 2025 at the Worthington Atlantic City Campus.

V. HONORARY RESOLUTIONS**Res. #90A**

Recognition of Christopher Parker for Receiving the Region 19 and All-Garden State Athletic Conference (GSAC) Division III 1st Team Distinctions, and Player of the Year for the GSAC

To congratulate Christopher Parker for receiving Region 19's and the All-Garden State Athletic Conference (GSAC) Division III 1st Team distinctions for men's basketball and the All-Garden State Athletic Conference Player of the Year for men's basketball.

- Trustee Torres motioned to approve the Resolution #90A; Trustee Castillo seconded. Motion carried.

Res. #90B

Recognition of Millinda Marigliano for Receiving the Region 19 2nd Team and the All-Garden State Athletic Conference (GSAC) Division III 1st Team Distinctions

To congratulate **Millinda Marigliano** for receiving the Region 19 2nd Team and All-Garden State Athletic Conference (GSAC) Division III 1st Team distinctions for women's basketball.

- Trustee Torres motioned to approve the Resolution #90B; Trustee Parker seconded. Motion carried.
- Millinda expressed her gratitude to the Board of Trustees for recognizing her accomplishments, and it was an honor to play Basketball at Atlantic Cape and she looks forward to next season.

VI. President's Report

- Before proceeding to the President's Report, Chairperson Money shared an event and a leadership spotlight.
- Chairperson Money informed he had the opportunity to attend the Cape May NAACP's Freedom Gala on Saturday, March 15, where Cape May County leaders were recognized; and shared that Dr. Gaba was a guest on Adalberto "Bert" Lopez's *Latino Motion* television show on March 4 highlighting Atlantic Cape's aviation and nursing programs.
- Dr. Gaba then discussed featured stories on TEDx Events at Atlantic Cape, a student success story, Black History Month presentation with author Janis Washington White, recruitment events, student success, student engagement activities, community outreach in Atlantic and Cape May counties, the Cape May County bizHub, the Inlet Community Development Corporation (CDC), and athletics.
- Dr. Gaba presented on Governor Murphy's Proposed FY26 Budget and the impact of the proposed cuts to community colleges in New Jersey and Atlantic Cape specifically.

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

- None noted.

VIII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #86 Regular Session Minutes (February 25, 2025).

Res. #90

Personnel Action

Approve: Appointments: **Kyle Delessio**, appointed to the position of Security Officer I, Security and Public Safety, effective March 31, 2025 at an annual salary of \$34,839.

Title Change: **Nancy Porfido**, from Diversity, Equity and Inclusion Advocate and Judicial Officer to Judicial Officer and Student Advocacy Coordinator, effective November 22, 2024, at her current annual salary.

Res. #90C

Recognizing April 2025 as Community College Month

To recognize April 2025 as **Community College Month**.

Res. #90D

To approve the reappointment of one-year terms, effective 7/1/2025: Supervisory and Administrative Personnel included in the Bargaining Unit (41 individuals); Exempt Supervisory and Administrative Personnel (22 individuals); Faculty without Tenure (20 individuals); Faculty earning Tenure in this appointment (1 individual); and Academy of Culinary Arts Chef Educators (4 individuals).

Res. #89

Policy Updates

Policy No. 14 *Maintenance of the Policy and Procedures Manual*

Policy No. 25 *Violence Against Women Act, the Campus Sexual Violence Act, and Title IX*

Policy No. 847 *Safety and Health*

To approve the revisions Policy No. 25 *Violence Against Women Act, the Campus Sexual Violence Act, and Title IX* and Policy No. 847 *Safety and Health*; and the reaffirmation of Policy No. 14 *Maintenance of the Policy and Procedures Manual*.

Res. #91

Eric Scheffler – 58th Annual Commencement Keynote Address

To recognize **Mr. Eric Scheffler** as the Keynote Speaker of the 58th Annual Commencement Ceremony in recognition of his outstanding dedication and commitment to Atlantic County and our community.

Res. #88**Award of Bids**

| Number | Item and Vendor Information | Amount |
|-----------------------------------|--|---------------|
| Bid Exempt 1181 | Microsoft Campus Licenses Institutional Funds Software House International (SHI) Somerset, NJ | \$64,762.99 |
| Bid Exempt 1182 | Antivirus and Deep Freeze Kit Maintenance Renewal Institutional Funds Faronics Pleasanton, CA | \$18,419.77 |
| Bid Exempt 1183 | Aruba Central 3-Year Software Subscription with Installation Technology Reserve Funds Turn-Key Technologies Sayreville, NJ | \$56,861.60 |
| Bid Exempt 1184 | Comcast Internet Services Institutional Funds Comcast Corporation – Business Services Philadelphia, PA | \$112,692.00 |
| Bid Exempt 1185 | Online Proctoring Services and Software Institutional Funds Honorlock, Inc. Boca Raton, FL | \$359,800.00 |
| Bid Exempt 1095 REVISED | Campus Group Software Technology Reserve Funds Novalsys, Inc. New York, NY | \$36,432.00 |

| Number | Item and Vendor Information | Amount |
|-----------------|--|---------------------------------|
| Bid Exempt 1186 | HVAC Duct Replacement and Work in the Gymnasium Chapter 12 and Facilities R&R Funds | \$100,000.00 (not to exceed) |
| | Core Mechanical | |
| | Pennsauken, NJ | |
| | Total: | \$748,968.36 |

Res. #93

**Authorization of an Annual Expenditure for Professional Services Provided by Marco Polo
Institute in Accordance with New Jersey Pay-To-Play Laws**

To approve the authorization of an annual expenditure for professional services with Marco Polo not to exceed \$75,000.00.

Res. #94

**Authorization of a Procurement of an Annual Expenditure for HVAC and Building Automation
System Services
Modern Controls, Inc.
New Castle, DE**

To approve the authorization of a procurement of an annual expenditure with Modern Controls for ongoing HVAC and building automation system services expecting to exceed \$17,500.00.

Res. #95

**Authorization of a Procurement of an Annual Expenditure for Food Services
Seashore Food Distributors
Rio Grande, NJ**

To approve the acceptance of an allocation of up to \$595,213 from the Casino Reinvestment Development Authority (CRDA) for a workforce training program titled "Atlantic City Works 4" over a term of one year.

Res. #75-Rev.

Chapter 12 FY 2026

To approve the submission of the list of renovations and upgrades for funding from the Chapter 12 FY 2026 allocation at a sum not to exceed \$5,830,000.

Res. #96

**Authorization of a Procurement of an Annual Expenditure for Event Rentals Services
Petrosh Big Top Tent Rentals
Hammonton, NJ**

To approve the authorization of a procurement of an annual expenditure with Petrosh Big Top Tent Rentals for event rental services expecting to exceed \$17,500.00.

Res. #97

**Authorization of a Procurement for Food Supplies and Culinary Services on the
Cape May County Campus
Smokeology
Richland, NJ**

To approve the authorization of a procurement of an annual expenditure with Smokeology for food supplies and culinary services on the Cape May County Campus expecting to exceed \$17,500.00.

Res. #120-Rev.

**Resolution Authorizing the Award of a Contract for
New Jersey Community College Worker's Compensation Insurance Pool**

To approve an additional payment of \$49,151.00 to the original estimate of \$166,000.00, making the total \$215,151.00 to the New Jersey Community College Insurance Pool Worker's Compensation Fund for FY 2023-2024.

Res. #30-Rev.

**Authorizing the Award of a Contract for Professional Services for
General Home Beautification:
Pristine Properties GC LLC
Manahawkin, New Jersey**

To approve the amendment to the contract with Pristine Properties GC LLC to reflect the updated agreement with an increased contract value of \$40,000.00, ensuring continued revitalization efforts in the Inlet neighborhood of Atlantic City in coordination with the Inlet Community Development Corporation.

Res. #92

**New Jersey Department of Labor and Workforce Development (NJDOL)
Pre-Apprenticeship in Career Education (PACE) Grant Program**

To approve the application and, if awarded, accept up to \$650,000.00 over the grant term of June 15, 2025 to December 14, 2026 from the New Jersey Department of Labor and Workforce Development (NJDOL) for the Pre-Apprenticeship in Career Education (PACE) Grant Program.

Res. #98-Rev.

**Congressionally Directed Spending Request for Education Appropriations
Office of Congressman Jeff Van Drew
(Dental Hygienist Program at Atlantic Cape Community College)**

To approve the application and, if awarded, accept up to \$470,000.00 from Congressman Van Drew's office to support the creation of a Dental Hygienist program.

Res. #98A-Rev.

**Congressionally Directed Spending Request for Education Appropriations
Office of Senator Corey Booker
(Dental Hygienist Program at Atlantic Cape Community College)**

To approve the application and, if awarded, accept up to \$470,000.00 from Senator Booker's office to support the creation of a Dental Hygienist program.

Res. #98B-Rev.

**Congressionally Directed Spending Request for Education Appropriations
Office of Senator Andy Kim
(Dental Hygienist Program at Atlantic Cape Community College)**

To approve the application and, if awarded, accept up to \$470,000.00 from Senator Kim's office to support the creation of a Dental Hygienist program.

Res. #99

State of New Jersey Labor and Workforce Development's Workforce Innovation and Opportunity Act (WIOA) Title II Grant

To approve the submission of 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 5-year competitive grant application covering State Fiscal Years 2026, 2027, 2028, 2029 and 2030, and, if awarded, to accept a total grant for year one of **\$801,738.00** over the term of July 1, 2025 – June 30, 2026, with Atlantic County services (through Atlantic Cape) to receive \$512,570.00; Cape May County services (through Cape May County Technical School District) to receive \$203,368.00; and Atlantic County-Cape May County services (through Literacy Volunteers Association Cape-Atlantic Inc.) to receive \$85,800.00.

Res. #100 Executive Session.

- Trustee Dawson motioned to approve the Consent Resolutions; Trustee Castillo seconded. Motion carried.
- Trustee DeStefano and Trustee White-Coursey abstained from Resolution #86, and Trustee DeStefano abstained from Resolution #99.

IX. BUDGET REPORT

- Trustee Kyle reported under Resolution #87 – Regular Resolutions.

X. REGULAR RESOLUTIONS

Res. #87 FY25 Financial Statement for eight months ended February 28, 2025.

- Trustee Kyle stated the following:
 - As of February 28, 2025, the College has earned 83.3% of budgeted revenues and expended 67.5% of budgeted expenditures. FY25 credits are -3.85% below the budgeted goal and down -1.8% from the prior year.
 - The credit tuition revenue shortfall is \$781,800. The second Spring semester begins on March 24.
 - The College implemented cost-saving measures to address this revenue shortfall, and is monitoring budget to actual for further action.
- Trustee Kyle motioned to approve Resolution #87; Trustee Torres seconded. Motion carried.

XI. COMMITTEE REPORTS**PERSONNEL AND BOARD DEVELOPMENT**

- There were no incidents to report under the Cunningham-Ruiz Bill.

XII. FOUNDATION REPORT

- Trustee Bey stated the following:
 - The Restaurant Gala is this Thursday at Harrah's Waterfront Conference Center with festivities starting at 6pm. Thank you to all the Board Members who are attending, and those who purchased raffle tickets.

XIII. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES

- Dr. Gaba advised that the NJCCC has been focused on advocating for the restoration of community college funding that was cut from the Governor's proposed budget. Community Colleges will be attending Assembly and Senate Budget hearings over the upcoming months.

XIV. OTHER BUSINESS

- Chairperson Money advised the annual State Financial Ethics online form is due by April 30. Jean will be sending you information on April 1.
- Chairperson Money thanked all the Board members who completed the Board's self-assessment survey, and asked those who have yet to complete it to submit their survey by March 28.

XV. COMMENTS FROM THE PUBLIC

- No comments from the public.

XVI. EXECUTIVE SESSION

- At 6:41 PM, Chairperson Money requested to go into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege; Trustee Parker motioned; Trustee Dawson seconded. Motion carried.

XVII. ADJOURNMENT

- At 6:52 PM, Trustee Parker motioned to adjourn the meeting; Trustee Torres seconded. Motion carried.