

## 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 4, 2024, advance written notice of the March 26, 2024 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, 2023 and the *Cape May County Herald* on December 13, 2023.

## II. FLAG SALUTE

- Vice 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)
- ✓ Flora Castillo
- ✓ Christina Clemans (Phone)
- X Dave Coskey
- ✓ Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano
- ✓ Ambrose Gray
- ✓ Monica Kyle
- ✓ Daniel Money
- ✓ Hailie Nguyen
- ✓ Donald J. Parker
- ✓ Mark Sandson
- ✓ Maria Ivette Torres
- X Briggitte White
- X Leslie White-Coursey

### **Legal Counsel:**

- ✓ Will Donio, Esq.

### **Public in Attendance:**

- ✓ Bonnie Lindaw, Atlantic County Treasurer (Phone)

### **Guests**

- ✓ Viola Hudgins
- ✓ Patrick Hurley, President & CEO of C.O.P.S

### **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
- ✓ Krista Fitzsimons, Director of Cape May County Campus & Community Outreach
- ✓ Tom Hendrixson, Executive Director, Human Resources
- ✓ Leslie Jamison, Chief Financial Officer
- ✓ Dr. Josette Katz, Senior Vice President, Academic Affairs
- ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer
- ✓ Dr. Vanessa O’Brien-McMasters, Vice President, Institutional Effectiveness and Chief Strategy Officer
- ✓ John Piazza, Chief Information Officer
- ✓ Dominic Sambucci, Chief Business Officer

### **Faculty and Staff in Attendance:**

- ✓ Chris Mularz, Advancement Officer/Associate Director, Foundation
- ✓ Rosemary Reidy, Confidential Assistant, Office of the President
- ✓ Sherwood Taylor, Senior Director of Workforce Development
- ✓ David Zuba, Public Relations and Copywriter

#### IV. CALL TO ORDER

- Vice Chairperson Money called the meeting to order at 6:00PM on March 26, 2024 at the Worthington Atlantic City Campus.

#### V. President's Report

- Dr. Gaba discussed featured stories of advocacy to our state legislators, Trustee spotlights, recruitment events, student success, student engagement activities, community outreach in Atlantic and Cape May counties, athletics, and upcoming events at the college.
- Sherwood Taylor, Senior Director of Workforce Development, presented “The Wind Training Center.”

#### VI. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

- None noted.

#### VII. EXECUTIVE SESSION

- Vice Chairperson Money noted there will be no Executive Session this evening and asked Jean McAlister to proceed to the Consent Resolutions.

#### VIII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

**Res. #79** Regular Session Minutes (February 27, 2024).

**Res. #82**

##### **Personnel Actions**

*Approve: Appointments:* **Jerome Ingram**, to the position of Assistant Director, First Year Experience, effective March 27, 2024, at an annual salary of \$70,681.

**Res. #82A**

##### **Non-Bargaining Unit Negotiations Base Salary Increase**

To approve all full-time Atlantic Cape Community College employees not represented in bargaining unit negotiations receive a 3.0 percent base salary increase effective July 1, 2024.

**Res. #81**

##### **60<sup>th</sup> Anniversary of Atlantic Cape Community College**

To commemorate the 60<sup>th</sup> Anniversary to the establishment of Atlantic Community College now known as Atlantic Cape Community College on April 14, 1964.

**Res. #81A**

##### **40<sup>th</sup> Anniversary of the Worthington Atlantic City Campus**

To commemorate the 40<sup>th</sup> Anniversary of the Charles D. Worthington Atlantic City Campus.

**Res. #87**

**2024 Commencement Speaker**

To recognize Dr. Brian Bridges as the Keynote Speaker of the 57<sup>th</sup> Annual Commencement Ceremony in recognition of his outstanding dedication and commitment to the State of New Jersey and Higher Education.

**Res.#83**

**Award of Bids**

<b>Number</b>	<b>Item and Vendor Information</b>	<b>Amount</b>
<b>REVISED</b> Bid Exempt 1083	Workforce Development Institutional Budget, Wind Training Center – Fiscal FY24 Drilling Services USA Houston, Texas	\$225,000.00 (not to exceed)
Bid Exempt 1098	Comcast Internet Services Institutional Funds Comcast Corporation – Business Services Philadelphia, Pennsylvania	\$106,800.00
Bid Exempt 1099	Inlet CDC Projects <b>Inlet CDC Grant – Neighborhood Revitalization Tax Credit Planning Grant</b> Atlantic City Arts Foundation Atlantic City, New Jersey	\$29,730.00
Bid Exempt 1100	J-Building Honeywell Upgrade <b>Chapter 12/R&amp;R Funds</b> Honeywell International Mt. Laurel, New Jersey	\$34,662.00
RFP 265	Mays Landing Campus Sidewalk Upgrade <b>Chapter 12 Funds</b> Ocean Construction, LLC Williamstown, New Jersey	\$54,517.50
		Total \$450,709.50

**Res.#84**

**New Jersey Civic Information Consortium for the NJ Documenters Program**

To approve application, and, if awarded to accept up to \$75,000 over one year from the New Jersey Civic Information Consortium for the NJ Documenters Program.

**Res.#85**

### **Senator Booker's Health Professions Education Improvement Project**

To approve application, and, if awarded to accept a grant of up to \$1,500,000 for Senator Booker's support of a Health Professions Education Improvement project.

### **The Collegiate Archery Grant Program**

To approve application, and, if awarded accept up to \$2,000 over the term of the grant from USA Archery/Easton Foundation for the Collegiate Archery Grant Program.

**Res.#88** Executive Session.

- Trustee Parker motioned to approve the Consent Resolutions; Trustee Torres seconded. Motion carried.
- Trustee Nguyen abstained from Resolution #82.

## **IX. BUDGET REPORT**

- Trustee Parker reported under Resolution #80 and Resolution #86A – Regular Resolutions.

## **X. REGULAR RESOLUTIONS**

**Res. #80** FY24 Financial Statement for eight months ended February 29, 2024.

- Trustee Parker stated the following:
  - As of February 29, 2024, the College has earned 88.23% of budgeted revenues and expended 67.89% of budgeted expenditures. The cumulative Fiscal Year 2024 credit tuition and fee shortfall totals \$1.05 million. Despite this tuition and fee shortfall, revenue is still tracking higher than budget (up 10.4% compared to this time last year, versus a budgeted increase of 5.2%).
  - This is due to an increase in continuing education revenue, State appropriations, interest and other income. Expenses are tracking at 3.8% higher than last year, versus a budgeted increase of 6.6%.
  - Management projects that the College will end the fiscal year are below the \$1.7million budgeted fund balance.
- Trustee Parker motioned to approve Resolution #80; Trustee Money seconded. Motion carried.

**Res.#86A**

### **Congressional Funding for a Dental Hygienist Program and Dental Assistant Certificate Program**

To approve application, and, if awarded accept a grant up to \$4,000,000 in Congressional funding from the office of Congressman Jeff Van Drew for the creation of a Dental Hygienist program and Dental Assistant certificate program.

Trustee Parker stated the following:

- Since our Long-Range Planning and Budget, Finance and Audit committee meetings this month, we have been informed that the Congressional funding through Congressman Jeff Van Drew's office was now available to apply for, specifically to pay for the cost of construction or renovation of a facility to allow Atlantic Cape the opportunity to offer a Dental Hygienist and Dental Assistant program. Up to \$4 million is the maximum amount allowable by these appropriations, and will only cover the cost of construction and/or

renovation. Funding will need to be sought for equipment and other expenses. This is a competitive grant application that is being written by Triad Associates. We applied in April 2023 and did not receive the funding.

- Trustee Torres motioned to approve Resolution #86A; Trustee Dawson 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 Nguyen stated the following:
  - The Restaurant Gala, which I was honored to be a volunteer this year, was held on Thursday, March 21 at Harrah’s Waterfront Conference Center. The theme was “Springtime in Paris”. It was a sold out event with more than 840 guests, 40 restaurants, distilleries, breweries, Carbon champagne and bakeries. The Restaurant Gala raised \$306, 210+ and I am excited to report that this is the first time that this event reached a \$300,000 milestone thanks to the generosity of our sponsors and supporters. Thank you to all the Board members who attended, sponsored the event, and purchased raffle tickets. Your support made a difference to achieve our new milestone to support students in the Academy of Culinary Arts and Hospitality programs, faculty new initiative funding, speaker series, general fund and emergency funds for students.
  - The Foundation Financial audit was conducted by Bowman and Company. It was a clean audit with no findings. All Board members tonight received the Foundation’s impact report along with the college’s annual report. Please note that the Foundation received \$789,836 from 596 donors; \$591,117 was awarded to 567 students in FY23.
  - The Fall scholarship bill to the College is \$522,599 which is \$77,000 more than last Fall, so we expect FY24 to have an even greater student impact thanks to generous donors and supporters of the Foundation.
  - The President’s Distinguished Alumni Awards dinner is April 10 at 6pm at Careme’s. We hope you will join us to celebrate our 2024 Distinguished Alumni: Christian Bolf ’93; Chef Michael D’Angelo ’84; Dr. Terri-Lynn Hamby ’94, ’98; Chef Deb Pellegrino ’92, Dr. Antoinette Wilson ’94, along with Young Alumni Achievement Award to Latoya McGlone ’17.

## **XIII. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES**

- Dr. Gaba reported that the major activity of the Council has been on the implementation of its budget strategy plan to restore \$20M to the Governor’s budget for FY25, which has included:
  - Testimony by presidents and students at public hearings of both the Assembly and Senate budget committees;
  - Presidents personally meeting with legislators;
  - Legislative action campaign;
  - Op Ed’s in the local newspaper;
  - TV coverage on the local news;
  - Social media (LinkedIn, Twitter/X).

**XIV. OTHER BUSINESS**

- Vice Chairperson Money congratulated Will Donio for making the 2024 New Jersey Super Lawyers list, a designation awarded to just 5 percent of the lawyers in the state.
- Vice Chairperson Money also congratulated Trustee Dawson who received the FBI Directors Community Leadership Award.

**XV. COMMENTS FROM THE PUBLIC**

- Chris Mularz, Advancement Officer/Associate Director of the Foundation, thanked all the Trustees for their support of the Foundation's annual Restaurant Gala and he is proud to report that the event raised over \$306,000 in supporting scholarship and emergency funds for students.

**XVI. ADJOURNMENT**

- At 6:49PM, Trustee Parker motioned to adjourn the meeting; Trustee Torres seconded.
- Motion carried.