

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 regular meeting of the Board of Trustees was provided in the following manner:
- On April 8, 2022, advance written notice of the April 26, 2022 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 20, 2021 and the *Cape May County Herald* on January 12, 2022.

II. FLAG SALUTE

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

III. ROLL CALL

- Chairperson Mento introduced, and welcomed back to the Board, Executive County Superintendent of Atlantic County, Trustee Leslie White-Coursey, who previously served in 2017-2018, and replaces Robert Bumpus who moved to the Executive Superintendent for Cumberland County.
- Trustee White Coursey noted her excitement to be back and that since leaving the Board in 2018, she has served as the Executive County Superintendent for Cumberland County, holding seats on the Boards of Rowan College of South Jersey and Cumberland County Technical School.
- McAlister provided a roll call for Board members and marked others in attendance on the telephone.

| Board Members | College Personnel |
|-----------------------------|---|
| ✓ Ellen Byrne | ✓ Dr. Barbara Gaba, President |
| ✓ Christina Clemans (phone) | ✓ Laura Batchelor, Executive Director of Marketing and College Relations |
| X Dave Coskey | ✓ George Booskos, Chief Business Officer |
| ✓ Dr. Thomas Dawson | ✓ Dr. Natalie Devonish, Vice President of Student Affairs and Enrollment Management |
| ✓ Dr. Judith DeStefano-Anen | ✓ Tom Hendrixson, Executive Director, Human Resources |
| ✓ Harrison Furman (phone) | ✓ Leslie Jamison, Chief Financial Officer |
| ✓ Maria K. Mento | ✓ Dr. Josette Katz, Vice President, Academic Affairs |

| Board Members | College Personnel |
|---|---|
| ✓ Daniel Money | ✓ Maria Kellett, Dean, Cape May County Campus and Senior Advancement Officer |
| ✓ Donald J. Parker (phone; called in at 6:30PM) | ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer |
| ✓ Dr. Robert Previti | ✓ Dr. Vanessa O'Brien-McMasters, Vice President, Institutional Effectiveness and Chief Strategy Officer |
| ✓ Maria Ivette Torres | X John Piazza, Chief Information Officer |
| ✓ Leslie White-Coursey | ✓ Gracellen Etherton, Executive Assistant, Office of the President/Board of Trustee Operations and Resource Development |
| ✓ Shane Winkler | Legal Counsel ✓ Will Donio, Esq., Board Solicitor |
| Staff in Attendance | |
| ✓ Patricia Kubaska, Program Coordinator, Instructional Technology | ✓ Caesar Niglio, Enterprise Architect, ACCCEA President |
| ✓ Michelle Perkins, Director of Instructional Technology | |

IV. CALL TO ORDER

- Chairperson Mento called the meeting to order at 6:00PM on April 26, 2022 at the Worthington Atlantic City Campus.

V. PRESIDENT'S REPORT

Dr. Gaba discussed the following:

Strategic Plan

- Dr. Gaba noted that the bound copies of the college's new Strategic Plan have been given to the Board and thanked them for their feedback and support of the Plan.

Kids College

- Trustees also received Kids College program information and were encouraged to spread the word about the opportunity in their community.

Community College Month

- "*Community College Month*" is recognized annually in April to recognize the contributions that all community colleges make to the richness and accessibility of American higher education. The Atlantic County Board of Commissioners and the Cape May County Board of Commissioners passed resolutions this month recognizing April 2022 as "*Community College Month*" and praising Atlantic Cape for the opportunities we offer to our community.
- Maria Kellett, Dean of the Cape May County Campus, received the resolution of the Cape May County Commissioners on April 12th, and Dr. Josette Katz, Senior Vice President of

Academic Affairs, received the resolution from the Atlantic County Board of Commissioners on April 19th.

Campus Visits

- Atlantic Cape hosted the Coalition for a Safe Community’s Teen Summit on March 25, 2022. More than 155 students from 12 high schools were on the Mays Landing Campus for the program. With the theme of developing coping mechanisms, sessions focused on diversity and inclusion, life after COVID-19, self-awareness, and violence.

Foundation

- The 39th Annual Restaurant Gala, held on March 31st at Harrah’s Waterfront Conference Center, was a huge success, raising **\$240,975** with over 800 people in attendance! These funds will support scholarships for students in the Academy of Culinary Arts, as well as Foundation initiatives, the Student Emergency Fund, and faculty special projects (new for this year). Dr. Gaba thanked the Trustees who supported the event by attending and purchasing raffle tickets.

Alumni Relations

- The 2022 Distinguished Alumni awards dinner was held on April 13th.
- The following alumni were honored for their significant professional, public, and community-based accomplishments.
 - Distinguished Alumni
 - Terry Budd ’78
 - Chef William McCarrick ’84
 - Greg Lasher ’97
 - Young Alumni Achievement
 - Jerome Ingram ’04
 - Taylor Henry ’16
- Dr. Gaba thanked the Trustees who attended the awards dinner for showing their support.

Inside the College

- Dr. Natalie Devonish, Vice President of Student Affairs and Enrollment Management, presented “Athletics and Student Engagement.”

VI. COMMENTS FROM THE PUBLIC

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

VII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #81 Regular Session Minutes (March 22, 2022)**Res. #83****Personnel Action**

Appointments: **Rashawn Martin**, Counselor I, Student Support Services effective April 27, 2022 at an annual salary of \$57,758; **April Wolff**, Help Desk Manager effective April 27, 2022 at an annual salary of \$48,754; **Donald Inskip**, ITS Technician effective April 27, 2022 at an annual salary of \$32,194.

Extensions of Appointment: **Shara Deberry**, temporary full-time Instructional Technology Program Coordinator at an annual salary of \$48,822 through June 30, 2022 [*Grant Funded*]; **Kasey Dunlap**, temporary full-time Financial Aid Specialist at an annual salary of \$39,917 through June 30, 2022 [*Grant Funded*]; **Renee Patterson**, temporary full-time Student Support Specialist at an annual salary of \$40,217 through June 30, 2022 [*Grant Funded*]; **Valarie Warren**, temporary full-time Financial Aid Office Assistant at an annual salary of \$32,837 through June 30, 2022 [*Grant Funded*].

Resignations: **Aigner Holmes**, Assistant Director CSS and Director EOF effective March 29, 2022; **Mary Tiernan**, Senior Nursing Clinical Instructor effective May 7, 2022.

Res. #83C**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 23, 2022 and ends on August 12, 2022.

Res. #84**Award of Bids**

| Number | Item and Vendor Information | Amount |
|----------------|--|---------------------------------|
| Bid Exempt 964 | Adult Basic Skills Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (Grant Funded) Cape May County Technical School Cape May Court House, NJ | \$184,160.00 (not to exceed) |
| Bid Exempt 965 | EMT Training Public Safety Training of South Jersey, LLC Atco, NJ | \$100,000.00 (not to exceed) |
| Bid Exempt 966 | EMT Training and Certification Mutual Aid Emergency Services, Inc. Absecon, NJ | \$150,000.00 (not to exceed) |

| Number | Item and Vendor Information | Amount |
|----------------|---|--------------------------------|
| Bid Exempt 967 | Classroom Teaching Station Computer Equipment for Online/Hybrid Teaching Higher Education Emergency Relief Fund (HEERF) – Institutional Portion (Grant Funded) Ocean Computer Group Matawan, NJ | \$34,008.93 |
| Bid Exempt 968 | Cloud Computer Technology Solutions for Academics Amazon Web Services Arlington, VA | \$20,000.00 (not to exceed) |
| Bid Exempt 969 | Chiller Maintenance Services 5-Year Contract Johnson Controls Pennsauken, NJ | \$724,461.00 |
| Bid Exempt 970 | Flooring Replacement, Academy of Culinary Arts Repair & Replacement Fund / Institutional Funds Frank Mazza & Son, Inc. Hammonton, NJ | \$27,479.36 |
| | | Total \$1,240,109.29 |

Res. #85**Career Accelerator Internship Grant Program**

Acceptance of a grant of \$13,613.64 from the Office of the Secretary of Higher Education (OSHE) as a part of the Career Accelerator Internship Grant Program.

Res. #86**Department of Defense STEM Consortium Grant**

Participation in a grant consortium with Rowan College of Burlington County as the lead applicant for the United States Department of Defense (DoD) National Defense Education Program (NDEP), and, if awarded, acceptance of an allocation of approximately \$655,855 over six (6) years.

Res. #87**U.S. Department of Labor Strengthening Community College Training Grant**

Application and, if awarded, acceptance up to \$6.65 million, of which \$3.75 million will be passed through to consortium partners, over four (4) years from the Department of Labor's Strengthening Community College Training Grant (Round 2).

Res. #88**Application and Acceptance of Strengthening Career and Technical Education for the 21st Century Act Funds (“Perkins”)**

Application and acceptance of 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, 2023.

Res. #89**HEERF III- Supplemental Support under American Rescue Plan (SSARP)**

Application and, if awarded, acceptance of a grant from the United States Department of Education, Higher Education Emergency Relief Fund III Supplemental Support under American Rescue Plan (SSARP) for \$7,000,000 in Student Emergency Aid and \$7,000,000 in Institutional Portion for a total grant of \$14,000,000.

Res. #41 Revised**New Jersey Council for the Humanities Smithsonian Traveling Exhibit Voices and Votes Project**

Acceptance of an additional \$5,000 from the New Jersey Council for the Humanities for a total grant of \$10,000 for the Smithsonian Traveling Exhibit Voices and Votes project.

Res. #94 Executive Session

- Trustee Money motioned to approve consent resolutions; Trustee Dawson seconded.
- Trustees Byrne and White-Coursey abstained from approving Resolution #81.
- Motion carried.

VIII. BUDGET REPORT

- Trustee Money reported under Resolution #82 – Regular Resolutions.

IX. REGULAR RESOLUTIONS**Res. #83A****Retirement of Elizabeth Franchetti**

Acknowledge: Retirement of **Elizabeth Franchetti**, effective May 1, 2022.

- Trustee Previti noted that Ms. Franchetti is retiring after 24 years of service and that the Board thanks her for her years of service and extends its best wishes in her retirement.

Res. #83B**Retirement of Patricia Kubaska**

Acknowledge: Retirement of **Patricia Kubaska**, effective May 1, 2022.

- Trustee Previti read the resolution in its entirety and noted that it is an honor to recognize alumna Ms. Kubaska for her 32 years of service.
- Ms. Kubaska spoke fondly of her education and career at Atlantic Cape and her plans during her retirement.
- Trustee Torres motioned to approve Resolution #83B; Trustee Previti seconded.
- Motion carried.

Res. #82 FY22 Financial Statement for nine months ended March 31, 2022.

Trustee Money stated the following:

- As of March 31, 2022, the College has earned 90% of budgeted revenues and expended 75% of budgeted expenditures.
- Revenue is tracking -0.6% lower from this time last year, and expenditures are higher at 9.0%.
- Management projects the net margin to be within the approved FY22 budget.
- Trustee Previti motioned to approve Resolution #82; Trustee Byrne seconded.
- Motion carried.

Res. #90**Congressional Directed Spending Request for Mental Health and Wellness Appropriations**

Submission of an application to Senator Booker's office for Congressionally Directed Spending to support student mental health and wellness and, if awarded, to accept a grant of \$150,000.

Res. #91**Congressional Directed Spending Request for Transportation Appropriations**

Submission of an application to Senator Booker's office for Congressionally Directed Spending to support a shuttle service project and, if awarded, to accept a grant of \$350,000.

Res. #92**Congressional Directed Spending Request for Mental Health and Wellness Appropriations**

Submission of an application to Senator Menendez's office for Congressionally Directed Spending to support student mental health and wellness and, if awarded, to accept a grant of \$150,000.

Res. #93**Congressional Directed Spending Request for Transportation Appropriations**

Submission of an application to Senator Menendez's office for Congressionally Directed Spending to support a shuttle service project and, if awarded, to accept a grant of \$350,000.

- Trustee Byrne motioned to approve Resolutions #90-93; Trustee Clemans seconded.
- 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.

- The Restaurant Gala was very successful, sold-out event with more than 800 sponsors and friends of the Foundation and College in attendance with some of the best local food, wine, and spirits served. We are most appreciative for the support of Harrah's, Borgata, more than 40 other sponsors, and everyone who attended. The Mullock Family and Chef Kelly McClay were recognized as the Gala Honorees.
- Next year's Gala Committee co-chairs are Terry Budd and Chris Mularz as we celebrate the 40th Anniversary of the Gala.
- Working with the college's grant team, the Foundation applied for two MGM grants; \$15,000 for workforce training to continue our ESL training and \$10,000 for a food insecurity project.
- The upcoming Scholarship Awards Ceremony is Monday, May 16th. The festivities start at 5PM with Donor Reception.

XII. Report of the NJ Council of County Colleges

- There was no report of the NJ Council of County Colleges.

XIII. OTHER BUSINESS

- None noted.

XIV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, president of Atlantic Cape Community College Education Association, welcomed back Trustee White-Coursey and acknowledge the Board's newest Trustees.

- The bargaining units have been going through contract negotiations through Dr. Katz and Mr. Hendrixson, and have made great success. Mr. Niglio noted that there has been much progress thus far.
- ACCCEA participated in Earth Day and gave out snacks to students. They will give out waters at Commencement.

XV. ADJOURNMENT

- At 6:40PM, Trustee Money motioned to adjourn; Trustee Torres seconded.
- Motion carried.