

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 May 2, 2022, advance written notice of the May 24, 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

- Treasurer Daniel Money, presiding, 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 Ellen Byrne	✓ Dr. Barbara Gaba, President
✓ Christina Clemans	✓ Laura Batchelor, Executive Director of Marketing and College Relations
✓ 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	✓ Leslie Jamison, Chief Financial Officer
X Maria K. Mento	✓ Dr. Josette Katz, Vice President, Academic Affairs
✓ Daniel Money	✓ Maria Kellett, Dean, Cape May County Campus and Senior Advancement Officer
X Donald J. Parker	✓ 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	✓ John Piazza, Chief Information Officer

Board Members	College Personnel
✓ 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	
✓ Jamal Edwards, Director of Athletics	✓ Caesar Niglio, Enterprise Architect, ACCCEA President
✓ Vincent Tedeschi, Chef Educator	✓ John Repniki, Assistant Archery Coach
✓ Jack Ward, Volunteer Assistant Archery Coach	
Students in Attendance	
✓ Matt Byrnes, Buccaneers Archery Team	✓ Jamie Callan, Buccaneers Archery Team
✓ Joselyn Geese, Buccaneers Archery Team	✓ Ashley Hamby, Buccaneers Archery Team
✓ Brooke Kaelble, Buccaneers Archery Team	✓ Jared Lancaster, Buccaneers Archery Team
✓ Jennifer Tarin, Buccaneers Archery Team	✓ Zoe Tonnalba, Buccaneers Archery Team
Public in Attendance	
✓ Bonnie Lindaw, Chief Financial Officer, County of Atlantic (phone)	

IV. CALL TO ORDER

- Trustee Money called the meeting to order at 6:02PM on May 24, 2022 at the Cape May County Campus.

V. PRESIDENT’S REPORT

Dr. Gaba discussed the following:

Cape May County Campus

- The *Culinary Arts Certificate Program* will be offered at the Cape May County Campus for the first time this fall. The Cape May cohort will make the program more accessible for students in Cape May County while enabling the college to utilize our kitchen facilities at the Cape May Campus. All culinary and general education courses will be offered at the campus.

Student Accomplishments

Commencement

- The 55th Annual Commencement Ceremony was held on May 19, 2022. For the first time, the ceremony was held in the quad of the Mays Landing Campus.
- The Class of 2022 is composed of 849 graduates, ranging in age from 17-57, and nearly 400 graduates walked in in the Commencement Ceremony. Of the last 5 in-person

Commencement ceremonies, the Class of 2022 represented the highest number of graduates walking across the stage.

- James Allen, Chairman of Hard Rock International and CEO of Seminole Gaming, delivered the Keynote Address. He spoke to the graduates about maturity, persistence, and believing in themselves, offering both sage and practical advice. Trustee Thomas Dawson delivered the Invocation and Benediction.
- Dr. Gaba thanked the Trustees who attended Commencement.

New Jersey All-State Academic Team - 2022

- Atlantic Cape students Megan Kazier and Madelyn Sacco (graduating members of Phi Theta Kappa) have been named to the 2022 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.

End of Academic Year Student Recognition Events

- Dr. Gaba spoke about the events celebrating the success of our students that were held in April and May, including the induction ceremonies for the Sigma Kappa Delta English Honor Society and Phi Theta Kappa (PTK) Honor Society; Communication Awards; Men of Atlantic Cape (MAC) jacket presentation ceremony; Center for Student Success Graduate Awards Ceremony; Scholarship Awards Ceremony; Academy of Culinary Arts Awards Ceremony; and Nurses' Pinning Ceremony.

Greater Atlantic City Chamber Business Excellence Awards Recognition

- Atlantic Cape was honored at the Greater Atlantic City Chamber of Commerce's *Business Excellence Awards* on May 17th with a special recognition for those organizations that collaborated and operated the Atlantic City COVID-19 Vaccination Mega-Site at the Atlantic City Convention Center. The college's nursing students performed clinical rotations at the mega-site, diligently administering doses of the vaccine and caring for the recipients. Dr. Gaba and GERALYN Michelfelder, Chairperson of the Nursing Department, accepted this award.

Grants Update

FY23 Perkins Allocation

- The college's allocation for FY23 from the Strengthening Career and Technical Education for the 21st Century Act (Perkins Grant) is \$781,592. This is the largest Perkins allocation the college has ever received. Over the last 5 years, the college has received \$3,340,347 in Perkins funds (FY19-FY23).
- Perkins V is a federal education program that invests in secondary and postsecondary career and technical education (CTE) programs, helping to ensure that CTE programs across the country meet the ever-changing needs of learners and employers.

Spangler Dedication

- A plaque recognizing the contributions of William Spangler, Atlantic Cape’s first library director, was installed in the entryway to the library named in his honor during a ceremony Tuesday, April 26th on the Mays Landing campus. The plaque dedication fell in line with the 30th anniversary of the library being named for Spangler on April 28, 1992 and the 56th anniversary of the library building being named for Daniel Leeds.
- The plaque was donated by the Atlantic Cape Library with the support of the Spangler Beautification Committee. Prior to his death in 1988, Spangler donated a sum of money to Atlantic Cape to establish a fund for campus beautification.
- Several campus beautification projects have been completed with these funds, including several landscaping projects, the Japanese garden by the Academy of Culinary Arts, outdoor patios and tables, and artwork.

Campus Events

- As part of the college’s *Voices and Votes* speaker series leading up to Atlantic Cape hosting the Smithsonian Institution’s traveling “Voices and Votes: Democracy in America” exhibition at its Mays Landing Campus this summer, the Honorable Steven Perksie, a former Atlantic County Superior Court judge, state legislator, and chairman of the New Jersey Casino Control Commission, led a discussion on the referendum approved by the voters of the state of New Jersey that paved the way for legalized casino gaming in Atlantic City.

Professional Recognitions

- Dr. Gaba was recognized as the 2022 Candace Women of Achievement Honoree in the area of education by the National Coalition of 100 Black Women-Southern New Jersey Chapter for her years of exemplary service and dedication to diversity, equity, and inclusion in the field of education. She was recognized on May 15th.
- Dr. Gaba was also the 2022 recipient of the Rutgers Graduate School of Education Distinguished Leader in Education Award. She was selected for this award from her Alma Mater by the Graduate School of Education faculty who recognize individuals demonstrating passion, dedication, and excellence in leadership in the profession of education in New Jersey and beyond. She was recognized at the Graduate School of Education's Commencement on May 18th.

Res. #101

Recognition of Buccaneers’ Archery Team 2021-22 Season and 50th Anniversary

Honorary: Commendation to the Buccaneers’ Archery Team for their perseverance, success, and leadership.

- Trustee Previti read the resolution in its entirety and congratulated the Archery Team for their success this season.
- Trustee Previti motioned to approve Resolution #101; Trustee Dawson seconded.

- Motion carried.

VI. COMMENTS FROM THE PUBLIC

- Trustee Money called for comments from the public on agenda items.
- None noted.

VII. EXECUTIVE SESSION

- At 6:23PM, Trustee Money called for a motion to enter into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege, noting that no action would be taken.
- Trustee Clemans motioned to go into Executive Session; Trustee Furman seconded.
- *Secretary's Note:* the public meeting resumed at 7:03PM.

VIII. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #95 Regular Session Minutes (April 26, 2022)

Res. #97

Personnel Action

Appointments: **Nakiya Darden**, Senior Clerk, Finance effective May 25, 2022, at an annual salary of \$32,194; **William Ritchie**, Manager, Cape May Campus Operations effective June 7, 2022, at an annual salary of \$47,565; **Suzanne Haggerty**, Manager, Donor Database, Online Donation Platforms, and Prospect Research, effective July 5, 2022 at an annual salary of \$47,565.

Promotions: **Chris Vallese**, appointed to the position of Technical Solutions Engineer effective May 25, 2022 at an annual salary of \$62,899; **Automne Bennett** appointed to the position of Senior Manager, Financial Aid effective May 25, 2022 at an annual salary of \$57,087.

Resignation: **Rick Anzelone**, Senior Director, Facilities and Security, effective May 17, 2022.

Res. #97A

Retirement of Michelle Andrews, Financial Aid Specialist

Acknowledge: Retirement of Michelle Andrews, effective June 1, 2022.

Res. #97B

Retirement of Rhonda Petruzzi, Senior Clerk, Bursar's Office

Acknowledge: Retirement of Rhonda Petruzzi, effective June 1, 2022.

Res. #89 Rev.**Emergency Operations Plan Update**

Grant the College President the authority to amend the current Emergency Operations Plan in accordance with New Jersey Statue 18A:3B-69 and review, update and submit the College's Emergency Operations Plan in subsequent years.

Res. #99**eSports Option in Business Administration, A.A.S.**

Offering the eSports Option, Business Administration, A.A.S., effective Fall 2022.

Res. #100**Advanced and Continuous Studies, A.S.**

Offering the Advanced and Continuous Studies, A.S., effective Spring 2023.

Res. #98**Award of Bids**

Number	Item and Vendor Information	Amount
Bid 1862 B	Mays Landing Campus Pumping Station Improvements Chapter 12 Funded Midatlantic Construction & Design Associates, Inc. Trenton, NJ	\$955,000.00
Bid Exempt 972	Website Chatbot Renewal Community College Opportunity Grant (CCOG) (Grant Funded) Ivy.ai, Inc. Boulder, Co.	\$35,443.00
Bid Exempt 973	Repairs for Aviation Program Aircrafts (CESSNA 172SP and CESSNA 172R) Big Sky Aviation Millville, NJ	\$22,000.00 (Minimum)
		Total \$1,012,443.00

Res. #102**Federal TRIO Program**

Application and, if awarded, acceptance of \$1,437,685 over five years, or \$287,537 per year, from the Federal TRIO Program for the Veterans Upward Bound program to recruit, retain, and graduate New Jersey Veterans.

Res. #103**Congressional Directed Spending Request for BizHub Appropriations**

Application to Congressman Jeff Van Drew's office to support the BizHub project and, if awarded, acceptance of a grant of \$1,000,000 over five years.

Res. #104 Executive Session

- Trustee Coskey motioned to approve consent resolutions; Trustee Furman seconded.
- Motion carried.

IX. BUDGET REPORT

- CFO Leslie Jamison reported under Resolution #96 – Regular Resolutions.

X. REGULAR RESOLUTIONS**Res. #96 FY22 Financial Statement for ten months ended April 30, 2022.**

Leslie Jamison, Chief Financial Officer, stated the following:

- As of April 30, 2022, the College has earned 93.64% of budgeted revenues and expended 82.25% of budgeted expenditures. Revenue is tracking -3.7% lower from this time last year which is better than the -5.2% budgeted decrease. Expenditures are tracking 10.0% higher than this time last year mainly due to filling new and open positions.
- Fiscal Year 2022 credits are down 2.26% compared to budget, but, in total, the tuition and fee revenue is above budget. Student fees are tracking nearly \$300,000 above budget largely due to nursing, culinary, and aviation program fees.
- Management projects the net margin to be within the approved FY22 budget.
- Trustee Torres motioned to approve Resolution #96; Trustee Furman seconded.
- Motion carried.

Res. #60 Rev.**Tuition and Fees**

Tuition and Fee Schedule for FY23, incorporating the Radiologic Technology Course Fees.

- Trustee Furman motioned to approve Resolution #60 Revised; Trustee Dawson seconded.
- Motion carried.

Res. #97C

Memorandum of Agreement – Juneteenth Holiday

A 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 designate Monday, June 20, 2022 as the date the College will observe the Juneteenth holiday in FY22.

- Trustee Money introduced Resolution #97C into the agenda.
- Trustee Previti motioned to approve Resolution #97C; Trustee Dawson seconded.
- Motion carried.

XI. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

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

XII. FOUNDATION REPORT

Trustee Furman reported on behalf of the Foundation.

- In the Giving Year 2021, the Foundation awarded 675 scholarships totaling \$618,644 and received \$876,942 from 442 donors and sponsors. About \$75,000 was awarded to direct support to Atlantic Cape to expand programing and services, thanks in part to grants that were awarded. The Foundation Report is included in the Annual Report.
- New this year, all graduates are automatically part of the Alumni Association. In the past, students had to opt in to membership. The Foundation will be collaborating with the Marketing Department to reach out to alumni on a more frequent basis.
- This month the Foundation received a \$15,000 endowment by a former local AAUW member and a \$10,000 donation from a recently retired faculty member. The \$10,000 donation will support Atlantic County high school students who are unable to afford tuition/fees in the Early College Program. Closing the barriers to entering college is important; this scholarship helps the neediest students attend college. In Cape May County, the Hunter-Doherty scholarship assists Cape May County's neediest high school students in Early College (approximately \$30,000 annually). While we lack financial support for Atlantic County high school students, this is a great first step.

XIII. Report of the NJ Council of County Colleges

Dr. Gaba reported the following:

- The New Jersey Council of County Colleges (NJCCC) honored the 2022 New Jersey All-State

Academic Team, comprised of members of Phi Theta Kappa, for their talent, innovation and dedication, and recognized their outstanding achievements and exceptional service to their communities and colleges at the NJ Community College Scholars Celebration on April 28.

- As part of on-going advocacy efforts, the Council continues to advocate for an additional \$15M in operating aid to the community colleges.
- Effective Fall 2022, all new Trustees will be required to attend a one-day Trustee training session, which will be conducted by ACCT.

XIV. OTHER BUSINESS

- None noted.

XV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, president of Atlantic Cape Community College Education Association (ACCCEA), spoke about the success of this year's Commencement Ceremony on the quad. The ACCCEA raised \$240 for the ACCCEA Scholarship at Commencement. Dr. Gaba thanked the ACCCEA for providing water.
- Mr. Niglio reported that bargaining unit negotiations have slowed down considerably but are still cordial.

XVI. ADJOURNMENT

- At 7:30PM, Trustee Furman motioned to adjourn; Trustee Coskey seconded.
- Motion carried.