

**Notice of Meeting Agenda**  
Atlantic Cape Community College  
Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, January 21, 2025 at 6:00 p.m., in "J" Building, J-202, on the Mays Landing main campus at 5100 Black Horse Pike, Hamilton Township, Atlantic County, NJ. Portions of the meeting may be held in executive session if needed.

The proposed AGENDA is subject to revision:

- I. Statement by Board Secretary confirming adequate notice of the meeting
- II. Flag Salute
- III. Roll Call
- IV. Call to order - regular session
- V. Honorary Resolution**

Res. No.	Description	Committee
Res. #60A	<i>Acknowledge:</i> the retirement of <b>Connie Walton</b> , Office Coordinator, effective February 1, 2025.	Personnel & Board Development
Res. #65	<i>Honorary:</i> to congratulate <b>McKenna Weber</b> for receiving the Region 19 All-Garden State Athletic Conference (GSAC) Division III 2nd Team distinction for women's volleyball.	Personnel & Board Development

- VI. Report of the President
  - a. Inside the College – "Middle States Self-Study"
- VII. Comments from the Public on Agenda Items\*\*Resolutions
- VIII. \*Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege

**IX. Consent Resolutions**

Res. No.	Description	Committee
Res. #57	<i>Approve:</i> Reorganization Session Minutes (November 19, 2024).	
Res. #58	<i>Approve:</i> Regular Session Minutes (November 19, 2024).	
Res. #60	<i>Approve: Appointments:</i> <b>Joshua Baez</b> , appointed to the position of Assistant Director, Fund My Future, effective January 27, 2025 at an annual salary of \$68,824; <b>Catherine Clark</b> , appointed to the position of Assistant Professor, Practical Nursing, effective January 21, 2025, at an annual salary of \$62,502; <b>Suzanne DeNick</b> , appointed to the position of Center for Accessibility Office Coordinator, effective January 27, 2025 at an annual salary of \$43,742; <b>Amber Evans</b> , appointed to the position of Academic Affairs Grants Coordinator, effective January 27, 2025, at an annual salary of \$51,472; <b>Christina Fountain</b> , appointed to the position of Security Officer, effective January 27, 2025, at an annual salary of \$34,839; <b>Leanna LaValle</b> , appointed to the position of Student Services Associate, effective	Personnel & Board Development

Res. No.	Description	Committee
	<p>January 6, 2025, at an annual salary of \$34,839; <b>Michael Le</b>, appointed to the position of Enterprise Analyst (ITS), effective January 27, 2025 at an annual salary of \$51,472; <b>Jessica Reynolds</b>, appointed to the position of Counselor II, Center for Accessibility, effective January 6, 2025, at an annual salary of \$70,221; <b>Kayla Scannell</b>, appointed to the position of Registrar, Enrollment Services, effective January 27, 2025 at an annual salary of \$82,558; <b>Alexandra Tray</b>, appointed to the position of Assistant Director, One-Stop Services, effective January 6, 2025, at an annual salary of \$68,824.</p> <p><i>Reclass:</i> <b>Kayla Corson</b>, from Office Assistant Student Support Services (SSS) to Office Coordinator SSS, effective January 27, at an annual salary of \$43,408; <b>Andrea Enders</b>, Enrollment Services Manager to Assistant Registrar, effective January 27, 2025, at an annual salary of \$68,824.</p> <p><i>Salary Adjustments:</i> <b>Rashawn Martin</b>, Director, Student Support Services in grade increase effective January 27, 2025 at an annual salary of \$77,069.</p> <p><i>Sabbatical:</i> <b>Keith Forrest</b>, Professor of Communications, a year sabbatical leave for Fall 2025/Spring 2026 at half salary, pending acceptance into the Fulbright Roving Scholars program.</p>	
Res. #60B	<p><i>Acknowledge:</i> the retirement of <b>Virgilio Yray</b>, Housekeeper I, Custodial and Business Services, effective February 1, 2025.</p>	Personnel & Board Development
Res. #60C	<p><i>Honorary:</i> to congratulate <b>Jesus Del Valle</b>, Housekeeper I, on being named the 2025 Employee of the Year.</p>	Personnel & Board Development
Res. #60D	<p><i>Approve:</i> the reaffirmation of Policy No. 804 <i>Compensation and Benefits</i>.</p>	Personnel & Board Development
Res. #64	<p><i>Approve:</i> <b>Bid Exempt 1172</b> Customer Relationship Management (CRM) Software, Community College Opportunity Grant (CCOG) (<b>Grant Funded</b>), Salesforce, San Francisco, CA, \$22,881.96; <b>Bid Exempt 1173</b> Chiller Repairs - Cape May County Campus, Institutional Funds, Johnson Controls, Milwaukee, WI, \$25,000.00 (not to exceed); <b>Bid Exempt 1174</b> Online Computer Platform Software- Workforce Development; Fund My Future Program (<b>Grant Funded</b>), AGS Data Systems, Hudson, WI, \$65,000.00 (not to exceed); <b>Bid Exempt 1175</b> Professional Services, Fund My Future Program (<b>Grant Funded</b>), Center for Family Services, Camden, NJ, \$250,000.00 (not to exceed); <b>Bid Exempt 1176</b> Nursing Kelly Simulator for Cape May Nursing Lab, Perkins V (<b>Grant Funded</b>), Laerdal Medical Corporation, Wappingers Falls, NY, \$18,874.30; <b>Bid Exempt 1177</b> Continental Refrigerators/Freezer for Culinary Program, Perkins V (<b>Grant Funded</b>), Cooks Direct, Woodridge, IL, \$41,772.52; <b>Bid Exempt 1099 – REVISED</b> Inlet CDC Projects – Atlantic City Arts Foundation Art Murals, Neighborhood Revitalization Tax Credit Planning (<b>Grant Funded</b>), AC Arts Foundation, Atlantic City, NJ, \$38,553.00; Total: \$462,081.78.</p>	Budget, Finance & Audit
Res. #67	<p><i>Approve:</i> the Named Giving Opportunity for the <i>Student Life Center</i>,</p>	Budget, Finance &

Res. No.	Description	Committee
	room 132, on the Cape May County Campus to First Harvest Credit Union.	Audit/ Ad Hoc Naming
Res. #59	<i>Approve:</i> the authorization to release funds in the amount of \$20,000 to SkateAC on behalf of the Inlet CDC.	Budget, Finance & Audit
Res. #68	<i>Approve:</i> the authorization for the College to participate in the Cooperative Pricing System led by the Hunterdon County Educational Services Commission.	Budget, Finance & Audit
Res. #69	<i>Approve:</i> the authorization of a contract for legal services with Marshall Dennehey Warner Coleman & Goggin.	Budget, Finance & Audit
Res. #61	<i>Approve:</i> the acceptance of \$63,000 from the New Jersey Community College Consortium for Workforce and Economic Development for the college's participation in Year 3 of the New Jersey Pathways to Career Opportunities initiative and the Patient Care, Renewable Energy, and Essential Studies and Skills Development Centers of Workforce Innovation.	Budget, Finance & Audit
Res. #62	<i>Approve:</i> the amendment to the Spending Plan of the Strengthening Career and Technical Education for the 21st Century Act (Perkins V Grant) as detailed in Exhibit A of this resolution.	Budget, Finance & Audit
Res. #70	<i>Approve:</i> application, and if awarded, accept up to \$200,000 over the grant term from the Federal Aviation for the Aviation Workforce Development Grant Program.	Budget, Finance & Audit
Res. #71	Executive Session	

X. Budget Report

**XI. Regular Resolutions**

Res. No.	Description	Committee
Res. #2	FY24 Draft Financial Statement for twelve months ended June 30, 2024 as of January 8, 2025.	Budget, Finance & Audit
Res. #66	FY25 Financial Statement for six months ended December 31, 2024.	Budget, Finance & Audit

XII. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

XIII. Report of the Atlantic Cape Foundation

XIV. Report of the NJ Council of County Colleges

XV. Other Business

XVI. Comments from the Public

XVII. Adjournment

\*Matters may be discussed in a trustee session closed to the public

\*\*Formal action may be taken by trustees