

## Notice of Meeting Agenda - Revised

### Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, August 20, 2024 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. Report of the President
  - a. Inside the College – "Workforce Development Part II – Prior Learning Assessment"
- VI. Comments from the Public on Agenda Items\*\*Resolutions
- VII. \*Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege
- VIII. Consent Resolutions**

Res. No.	Description	Committee
Res. #1	<i>Approve:</i> Regular Session Minutes (June 26, 2024).	
Res. #4	<i>Approve: Appointments:</i> <b>Samantha Adelman</b> , appointed to the position of Student Engagement Specialist effective September 3, 2024 at an annual salary of \$42,350; <b>Charles Calascione</b> , appointed to the position of Grounds Labor Maintenance Worker effective September 3, 2024 at an annual salary of \$36,582; <b>Daniel Frankowski</b> , appointed to the position of Food Buyer/Manager effective August 26, 2024 at an annual salary of \$51,472; <b>Henry Guzman-Flores</b> , appointed to the position of Office Coordinator, EOF Program effective August 21, 2024 at an annual salary of \$43,409; <b>Dejhane McNeal</b> , appointed to the position of Payroll Accountant effective September 9, 2024 at an annual salary of \$51,472; <b>Emanuel Neil</b> , appointed to the position of Counselor I (SSS) effective August 21, 2024 at an annual salary of \$62,502; <b>Kelsie Steup</b> , appointed to the position of Middle and High School CTE Program Coordinator effective August 21, 2024 at an annual salary of \$51,472; <b>Christopher Weisbecker</b> , appointed to the position of Assistant Professor, History effective August 26, 2024 at an annual salary of \$62,502.  <i>Reclassifications:</i> <b>Andrea Enders</b> , from Program Coordinator, Enrollment Services to Manager Enrollment Services effective August 21, 2024 at an annual salary of \$56,764; <b>April Wolff</b> , from Assistant Director, Infrastructure Systems to Director, Infrastructure Systems effective August 21, 2024 at an annual salary of \$78,448; <b>Stacey Zacharoff</b> , from Senior Director, Center for Student Success to Dean of Students effective August 21, 2024 at an annual salary of \$100,627.	Personnel & Board Development

Res. No.	Description	Committee
Res. #4A	<i>Acknowledge:</i> Dr. Peter L. Mora's accomplishments as part of the 60-year legacy of Atlantic Cape Community College and extend our sincerest condolences to Dr. Mora's loved ones.	Personnel & Board Development
Res. #4B	<i>Acknowledge:</i> Dr. William A Orth's accomplishments as part of the 60-year legacy of Atlantic Cape Community College and extend our sincerest condolences to Dr. Orth's loved ones.	Personnel & Board Development
Res. #4C	<i>Approve:</i> The adoption of Policy No. 150 <i>Library Collection Development</i> and Policy No. 151 <i>Art Gallery Exhibits and Programs</i> ; the revisions to Policy No. 27 <i>College Social Media Policy</i> , Policy No. 303 <i>Use of the College Seal or Logo</i> , Policy No. 816 <i>Compensatory Time</i> , Policy No. 306 <i>Media Contact</i> ; eliminate the following policies as Board Policies and be incorporated under a College Procedure, Policy No. 858 <i>Vacation</i> , Policy No. 842 <i>Prescription Drug Program</i> , and Policy No. 925 <i>Medical and Other Emergencies</i> ; and reaffirm Policy No. 28 <i>Board Attendance</i> .	Personnel & Board Development
Res. #4D	<i>Approve:</i> A Memorandum of Agreement (MOA) with the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP), Supportive Staff Association (SSAACCC), Culinary Arts Faculty (ACAFA) and Teachers, Librarians and Counselors (TLC) that allows employees who are for Health Insurance Benefits through the New Jersey School Employees Health Benefits Program (SEHBP) may choose to waive their coverage subject to the eligibility requirement as defined by SEHBP and be compensated for their waiver of coverage for benefit year 2025.	Personnel & Board Development
Res. #5	<i>Approve:</i> <b>Bid 1870A REVISED</b> Waste Hauling and Disposal Services, Institutional Funds, Gold Medal Environmental, Sewell, New Jersey, \$106,662.72; <b>Bid Exempt 1096 REVISED</b> Medium Voltage Loop and Fiber Optic Backbone Upgrade, Chapter 12 Funds, DaVinci Group, LLC, Woodbury, New Jersey, \$103,700.00; <b>Bid Exempt 1137</b> Telephone Business Line Services, Institutional Funds, Windstream, Louisville, Kentucky, \$73,200.00; <b>Bid Exempt 1138</b> Library Resources Subscription Renewal, Institutional Funds and Perkins Grant (Partially Grant Funded), VALE-NJ (NJ Edge), Newark, New Jersey, \$45,919.25; <b>Bid Exempt 1139</b> Telecommunication Services Warranty, Institutional Funds, Hunter Technologies, Wall Township, New Jersey, \$28,014.00; <b>Bid Exempt 1140</b> Kubota 4WD Tractor with Cab, Repair & Replacement (R&R) Vehicle Funds, Cherry Valley Tractor Sales, Marlton, New Jersey, \$43,843.38; <b>Bid Exempt 1142</b> Facilities Assessment – All Campuses Chapter 12 Funds, Entech Engineering Inc., Reading, Pennsylvania, \$100,000.00 (Not to Exceed); <b>Bid Exempt 1143</b> Atlantic City Campus Renovation Master Plan Chapter 12 Funds, SOSH Architects, Atlantic City, New Jersey, \$50,000.00 (Not to Exceed); <b>Bid Exempt 1144</b> Gym Bleachers Replacement – Gymnasium Renovation Mays Landing Campus, Chapter 12 Funds, Nickerson, Bay Shore, New York, \$143,879.00; <b>Bid Exempt 1145</b> Basketball Backstop Upgrade – Gymnasium Renovation Mays Landing Campus, Chapter 12 Funds, Nickerson, Bay Shore, New York, \$22,099.16; <b>RFP 222 – REVISED</b> Mays Landing Baseball Field/Dugouts, Chapter 12 Funds, Spiezle	Budget, Finance & Audit

Res. No.	Description	Committee
	Architectural Group, Inc., Hamilton, New Jersey, \$27,500.00; <b>RFP 266A – REVISED</b> Fisherman’s Park Refurbishment Project Inlet Revitalization (Grant Funded), Fichetola Landscaping, Egg Harbor Township, NJ, \$36,000.00; <b>RFP 272</b> Baseball Scoreboard Chapter 12 Funds and Atlantic Cape Foundation, Nevco LLC, Greenville, Illinois, \$118,494.28; <b>RFP 273</b> Altman Park Pickleball Court Flooring, Neighborhood Revitalization Tax Credit (NRTC) Funds (Grant Funded), Jersey Concrete, Atlantic City, New Jersey, \$46,640.00; <b>RFP 274</b> Altman Park Pickleball Court Fencing, Neighborhood Revitalization Tax Credit (NRTC) Funds (Grant Funded), Accent Fence, Egg Harbor City, New Jersey, \$38,269.00; Total: \$984,220.79.	
Res. #113-Rev	<i>Approve:</i> <b>Bid Exempt 1125 REVISED</b> VMWare License Renewal Institutional Funds, Continental Resources Inc (ConRes), Bedford, Massachusetts, \$154,902.30.	Budget, Finance & Audit
Res. #6	<i>Approve:</i> the authorization for a contract with Gallagher Student Health & Special Risk to provide coverage for student athletes.	Budget, Finance & Audit
Res. #11	<i>Approve:</i> the authorization of the Inlet CDC to expand the Inlet Neighborhood Action Plan Area to include the Bungalow Park Area in Atlantic City.	Budget, Finance & Audit
Res. #12	<i>Approve:</i> the authorization of an engagement with Mullen Coughlin attorneys and At-Bay Consulting to perform a forensic study on Atlantic Cape’s student email accounts buccaneer.edu to identify risk on behalf of the College.	Budget, Finance & Audit
Res. #13	<i>Approve:</i> a contract with Ashley Foods to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #14	<i>Approve:</i> a contract with Performance Food Group to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #15	<i>Approve:</i> a contract with Randall’s Seafood of NJ Inc. to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #16	<i>Approve:</i> a contract with BK Specialty Food to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #17	<i>Approve:</i> the authorization of the Inlet CDC to contribute up to \$35,000 towards the cost associated with installing three (3) security cameras at Gardens Basin in Atlantic City contingent upon the execution of the agreement and approval from the City of Atlantic City’s Council meeting on August 14, 2024.	Budget, Finance & Audit
Res. #7	<i>Approve:</i> application and, if awarded, accept up to \$500,000 from the New Jersey Office of the Secretary of Higher Education for the FY25 Center for Adult Transition Grant.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #8	<i>Approve:</i> A Memorandum of Understanding with the New Jersey Council of County Colleges and the Office of the Secretary of Higher Education for the implementation of the College Readiness Now XI Project, with a grant award of up to \$35,000 and a grant term of July 1, 2024 – August 20, 2025.	Budget, Finance & Audit
Res. #9	<i>Approve:</i> application and, if awarded, to accept up to \$50,000 from the New Jersey Office of the Secretary of Higher Education for the Hunger-Free Campus Grant Program.	Budget, Finance & Audit
Res. #10	<i>Approve:</i> application and, if awarded, to accept up to \$75,000 from the New Jersey Office of the Secretary of Higher Education for an EOF Special Project Grant.	Budget, Finance & Audit
Res. #18	Executive Session	

IX. Budget Report

**X. Regular Resolutions**

Res. No.	Description	Committee
Res. #2	FY24 Draft Financial Statement for twelve months ended June 30, 2024 as of August 5, 2024.	Budget, Finance & Audit
Res. #3	FY25 Financial Statement for one month ended July 31, 2024.	Budget, Finance & Audit
Res. #77-Rev	<i>Approve:</i> Tuition and Fee Schedule establishing the Aviation Flight Training Course Fees, commencing with the summer session FY 2025.	Budget, Finance & Audit

XI. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

XII. Report of the Atlantic Cape Foundation

XIII. Report of the NJ Council of County Colleges

XIV. Other Business

XV. Comments from the Public

XVI. Adjournment

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

\*\*Formal action may be taken by trustees