

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 31, 2025, advance written notice of the April 22, 2025 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, 2024 and the Cape May County Herald on December 18, 2024.

II. FLAG SALUTE

- 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:

- X Ellen Byrne
- ✓ Haniyah Bey
- ✓ Flora Castillo (phone)
- X Christina Clemans
- ✓ Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano (phone)
- X Ambrose Gray
- ✓ Monica Kyle
- ✓ Daniel Money
- ✓ Donald J. Parker
- ✓ Mark Sandson
- ✓ Maria Ivette Torres
- ✓ Brigitte White
- ✓ Leslie White-Coursey

College Personnel:

- ✓ Dr. Barbara Gaba, President
- ✓ Laura Batchelor, Chief Marketing Officer
- X Lizbeth Castro-James, Director of Worthington Atlantic City Campus & Community Outreach
- ✓ Dr. Natalie Devonish, Vice President of Student Affairs and Enrollment Management
- ✓ Leslie Jamison, Chief Financial Officer
- ✓ Dr. Josette Katz, Senior Vice President, Academic Affairs
- ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer
- ✓ Krista McConnell, Director of Cape May County Campus & Community Outreach
- ✓ Dr. Vanessa O’Brien-McMasters, Vice President, Institutional Effectiveness and Chief Strategy Officer
- ✓ John Piazza, Chief Information Officer
- ✓ Dominic Sambucci, Chief Business Officer

Legal Counsel:

- ✓ Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County Chief Financial Officer
- ✓ Donna McArthur, guest of Dr. Ronald McArthur

Students in Attendance:

- ✓ Daniel Mulraney, NJ All-State Academic Team student
- ✓ Roman Segov, NJ All-State Academic Team student

Faculty and Staff in Attendance:

- ✓ Leslie Atherholt, Specialist, Bursar’s Office, ACCCEA
- ✓ Tonya Cooper, Manager, Foundation and Restricted Accounting, ACCCEA
- ✓ Darla Crompton, Science Lab Manager, ACCCEA
- ✓ Dr. Denise Coulter, Senior Dean of Liberal Studies and Culinary Arts
- ✓ Stephanie Davies, Supervisor, Custodial & Building Services Operations

- ✓ Justin Einwechter, Enterprise Systems Administrator, ACCCEA
- ✓ Christine Gamboa, Director of Testing, ACCCEA
- ✓ Cheryl Garwood, Specialist, SSAACCC President
- ✓ Maria Giordano, Manager, Financial Aid, ACCCEA
- ✓ Lisa Givens, Assistant Director, Student Engagement, ACCCEA
- ✓ Crista Golden, Bursar, ACCCEA
- ✓ Tiffani Harris-Greene, NJEA
- ✓ Marcia Kleinz, NJEA
- ✓ Ruth Latorre, Chef Educator, ACAEA Member
- ✓ Janet Marler, Assistant Professor of English
- ✓ Dr. Ronald McArthur, Adjunct Professor
- ✓ Hayden McCullough, ITS Technician, ACCCEA
- ✓ Leslie Murtha, Librarian, ACCCEA
- ✓ Stephanie Natale-Boianelli, Associate Professor of English, ACCCEA
- ✓ Danielle Nelson, Assistant Bursar, ACCCEA
- ✓ Michelle Perkins, Director, Instructional Technology, ACCCOSAP Member
- ✓ Rosemary Reidy, Executive Assistant, Office of the President & Board of Trustees
- ✓ Effie Russell, Professor of English and Honors Program Coordinator
- ✓ Richard Russell, Associate Professor of English
- ✓ Michael Sargente, Assistant Director of LAC and Library Services
- ✓ Amy Shelton, Professor of Mathematics, President of TLC
- ✓ Sherwood Taylor, Senior Director of Workforce Development
- ✓ Dominic Tullio, Assistant Director of Financial AID
- ✓ Chris Vallese, Technical Solutions Engineer
- ✓ David Zuba, Public Relations Manager and Copywriter

IV. CALL TO ORDER

- Chairperson Money called the meeting to order at 6:00PM on April 22, 2025 at the Mays Landing Campus.

V. HONORARY RESOLUTIONS

Res. #103

Ronald McArthur, Professor Emeritus

To grant **Dr. Ronald McArthur** the rank of Professor Emeritus.

- Trustee Torres motioned to approve the Resolution #103; Trustee Parker seconded. Motion carried.
- Dr. McArthur thanked everyone involved with his nomination to Professor Emeritus, and he expressed his gratitude to the Board of Trustees and his fellow colleagues for this prestigious distinction.

Res. #104

Recognition of Mr. Daniel Mulraney '25
Member of the 2025 New Jersey All-State Academic Team

To congratulate **Mr. Daniel Mulraney** for being appointed to the *2025 New Jersey All-State Academic Team* and for his academic success at Atlantic Cape, and wish him well in his future endeavors.

- Trustee Parker motioned to approve the Resolution #104; Trustee Torres seconded. Motion carried.
- Mr. Mulraney expressed his appreciation to the College and the opportunities it has provided to him.

Res. #104A

Recognition of Mr. Roman Segov '25
Member of the 2025 New Jersey All-State Academic Team

To congratulate **Mr. Roman Segov** for being appointed to the *2025 New Jersey All-State Academic Team* and for his academic success at Atlantic Cape, and wish him well in his future endeavors.

- Trustee Parker motioned to approve the Resolution #104A; Trustee Kyle seconded. Motion carried.
- Mr. Segov thanked the Board of Trustees for this recognition and expressed his gratitude to Atlantic Cape for providing him with this opportunity, especially as an international student, and he could not be where he is today without the College, its faculty, staff, students, and his colleagues.

Res. #111

Recognition of Alec Barnes for Receiving the Region 19 2nd Team Distinction for Men's Volleyball

To congratulate **Mr. Alec Barnes** for receiving the Region 19 2nd Team distinction for Men's Volleyball.

- Trustee Torres motioned to approve the Resolution #111; Trustee Parker seconded. Motion carried.

VI. President's Report

- Dr. Gaba then discussed featured stories on the President's Distinguished and Young Alumni awards, the Annual Restaurant Gala, student athlete accomplishments, student success, staff and leadership spotlights, student engagement activities, community outreach in Atlantic and Cape May counties, the Cape May County bizHub, the Inlet Community Development Corporation (CDC), recruitment events, and athletics.
- Sherwood Taylor presented on "Cross-Functional Committee – (Diversity, Equity, Inclusion and Culture)"

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

- Professor Effie Russell expressed her wonder of Dr. Ronald McArthur and his distinction as Professor Emeritus. She stated her pride in his accomplishments, his commitment to the College and its students, and that the distinction is well deserved.
- Professor Richard Russell also commented on Dr. McArthur's legacy as his former professor and now colleague. He expressed his appreciation to Dr. McArthur and his commitment to Atlantic Cape.
- Furthermore, Professor Richard Russell then voiced his pride in Mr. Segov for his academic accomplishments and shared his personal experience of having Mr. Segov as a student in English 102.

VIII. CONSENT RESOLUTIONS

– McAlister read the following consent resolutions.

Res. #101 Regular Session Minutes (March 25, 2025).

Res. #109

Policy Reaffirmation

Policy No. 23 *Board Officer Succession*

To approve the reaffirmation of Policy No. 23 *Board Officer Succession*.

Res. #75-Rev.

Strategic Plan 2022-2027

To approve the one-year extension of the Strategic Plan from 2022-2026 to 2027.

Res. #105

Award of Bids

Number	Item and Vendor Information	Amount
Bid Exempt 1187	Turnitin Subscription Renewal Institutional Funds Turnitin, LLC Oakland, CA	\$57,031.20
Bid Exempt 1189	Blackboard Learn Subscription Renewal Institutional Funds Anthology, Inc. Boca Raton, FL	\$513,296.00
Bid Exempt 1190	Draganfly UAV Sensors, Factory Integration, and Equipment National Science Foundation (Grant Funded) Draganfly Innovations USA, Inc. Raleigh, NC	\$99,591.75
Bid Exempt 1191	Commercial Driver's License Training Program Fund My Future Program (Grant Funded) Ernest Trans School of Trucking LLC Atlantic City, NJ	\$350,000.00 (not to exceed)
Bid Exempt 1192	Career Coaching and Training Services Fund My Future Program (Grant Funded) Shore Beauty School Egg Harbor Township, NJ	\$150,000.00 (not to exceed)

Number	Item and Vendor Information	Amount
Bid Exempt 1193	Career Coaching and Training Services Fund My Future Program (Grant Funded) Burlington County Institute of Technology Westhampton, NJ	\$150,000.00 (not to exceed)
Bid Exempt 1194	Career Coaching and Training Services Fund My Future Program (Grant Funded) Rowan College at Burlington County Mount Laurel, NJ	\$150,000.00 (not to exceed)
Bid Exempt 1195	Career Coaching and Training Services Fund My Future Program (Grant Funded) Camden County College Blackwood, NJ	\$350,000.00 (not to exceed)
Bid Exempt 1196	Career Coaching and Training Services Fund My Future Program (Grant Funded) Rowan College of South Jersey Sewell, NJ	\$350,000.00 (not to exceed)
Bid Exempt 1197	Career Coaching and Training Services Fund My Future Program (Grant Funded) Salem Community College Carneys Point Township, NJ	\$50,000.00 (not to exceed)
Bid Exempt 1198	Art Room Tables for Classrooms K136 and K141 – Mays Landing Campus Chapter 12 KI c/o W. S. Goff Company, Inc. Green Bay, WI	\$27,216.60
Bid Exempt 1199	Enrollment Gap Analysis Professional Services Vision for Success Reserve Ferrilli Haddonfield, NJ	\$49,700.00
Total:		\$2,296,835.55

Res. #106

**Authorization of a Procurement of an Annual Expenditure for Athletic Apparel and Equipment
MBM Sports
Winston-Salem, NC**

To approve the authorization of a procurement of an annual expenditure for athletic apparel and equipment with MBM Sports expecting to exceed \$17,500.

Res. #110

**Authorization of a Procurement of an Annual Expenditure for HVAC and Building Automation
System Services
Modern Controls, Inc.
New Castle, DE**

To approve the authorization of an annual expenditure for educational testing services with Assessment Technologies Institute Inc. expecting to exceed \$17,500.

Res. #107

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

To approve the 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, 2026.

Res. #108

**NJ Office of the Secretary of Higher Education (OSHE)
Additional FY25 CCOG Student Success Incentive Funding**

To approve the application and, if awarded, accept up to \$18,800 in additional Student Success Incentive Funding from the New Jersey Office of the Secretary of Higher Education through the Community College Opportunity Grant (CCOG) Program.

Res. #113 Executive Session.

- Trustee Dawson motioned to approve the Consent Resolutions; Trustee Parker seconded. Motion carried.
- Trustee White-Coursey and Trustee DeStefano abstained from Resolution #107 and Resolution #108.

IX. BUDGET REPORT

- Trustee Kyle reported under Resolution #102 – Regular Resolutions.

X. REGULAR RESOLUTIONS**Res. #102** FY25 Financial Statement for nine months ended March 31, 2025.

- Trustee Kyle stated the following:
 - As of March 31, 2025, the College has earned 87.4% of budgeted revenues and expended 75.1% of budgeted expenditures.

- FY25 credits are -3.2% below the budgeted goal and down -1.5% from the prior year. High school dual credits are above the budgeted goal, but will not be finalized until May when final payment is due.
- The FY2025 net credit tuition and fee revenue shortfall is \$757,000.
- The College implemented cost-saving measures to address this revenue shortfall, resulting in net savings of more than \$600,000 in expenses for this fiscal year. Yet, the tuition and fee deficit, along with a \$306,000 shortfall in State Appropriations, is expected to surpass the savings achieved, requiring a FY25 budget revision as outlined in Resolution #112.
- Trustee Kyle motioned to approve Resolution #102; Trustee Dawson seconded. Motion carried.

Res. #112 To approve the amended current unrestricted FY25 budget consisting of revenues of \$40,506,961, expenditures of \$41,894,277, including \$153,781 of encumbrances carried forward from FY24, and a revised fund balance transfer of \$1,233,535.

- Trustee Kyle stated the following:
 - This budget amendment is an increase of \$493,962 in fund balance transfer request for a total fund balance transfer request of \$1,233,535.
- Trustee Dawson motioned to approve Resolution #112; Trustee Torres seconded. Motion carried.

Res #103A To approve the appointment of **Tyler Smith** to the position of Instructional Technology Program Coordinator, Instructional Technology, effective April 28, 2025 at an annual salary of \$51,472.

- Trustee Parker motioned to approve Resolution #103A; 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 Bey stated the following:
 - The Restaurant Gala was a success. Thanks to the over 900 guests, new and returning sponsors, 50 restaurants and bake shops, wineries, and breweries we raised approximately \$305,000. Save the Date-March 12, 2026 for next year's event.
 - Thanks to the Gala, 13 Academy of Culinary Arts students are able to study in Italy this summer's emersion program. The Gala funded each student \$1,500 to help cover costs.
 - OceanFirst has renewed its commitment to education across South Jersey and is funding \$25,000 to each of the community colleges and 4-year institutions in their banking delivery area. We are delighted to be selected again this year to support our neediest students.
 - The Scholarship and Donor event is May 19, starting at 5pm in the STEM Building Lobby. Ahmet Sahingoz, a former Alumni Trustee, who has a scholarship in his name will be one of the speakers this year.

XIII. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES

- Dr. Gaba advised that advocacy efforts continue for restoration of \$20 million to the Governor's FY26 proposed budget for community colleges. NJCCC has kept up efforts to engage the legislature and the media in this ongoing campaign.

- Dr. Gaba also reported that she and the other members of the NJPC (NJ Presidents Council) met with Assemblywoman Linda Carter, Chair Assembly Higher Education Committee to aid advocacy efforts for higher education.

XIV. OTHER BUSINESS

- Chairperson Money advised the annual State's Financial Disclosure Submission (FDS) is due by April 30. Deadline is approaching or you may be fined. Jean will notify anyone who has not completed it to date.
- Chairperson Money also shared there are many upcoming events as we celebrate the success of our students, leading up to Commencement on May 22. Rosemary sent the Board information about all events; please respond so we have an accurate account of who is attending the events.

XV. COMMENTS FROM THE PUBLIC

- Caesar Niglio, President of the ACCCEA, reported that the health and safety concerns that was brought to the Board a couple months ago have been resolved, thanks to Dr. Gaba, Jean McAlister, and Dominic Sambucci. He also advised that the Association provided student success workshops and provided giveaways and planted plants with students at the Earth Day Celebration.
- Caesar also reported that communication with Dr. Gaba helped change the movement on the wage re-opener negotiations and progress has been made on that front.
- Lastly, Caesar advised that the Association has aided the advocacy efforts in restoring the \$20 million to the Governor's FY26 Budget. The Association sent the Legislative Action Campaign message to the Atlantic County Associations and from there it was sent out to the high schools in Atlantic County; and the Association plans to attend the May 1 Senate Budget Hearing with Dr. Gaba to advocate to our state legislators directly on behalf of Atlantic Cape and all New Jersey community colleges.

XVI. EXECUTIVE SESSION

- At 7:08 PM, Chairperson Money requested to go into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege; Trustee Torres motioned; Trustee Parker seconded. Motion carried.

XVII. ADJOURNMENT

- At 7:27 PM, Trustee Torres motioned to adjourn the meeting; Trustee Sandson seconded. Motion carried.