

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, March 21, 2023

**Host: Mount Laurel Campus, Student Success Center
Room 138
900 College Drive
Mount Laurel, New Jersey 08054**

MINUTES

CALL TO ORDER

Board of Trustees Chair Dr. Anthony C. Wright welcomed everyone in attendance and called the meeting to order at 5:33PM.

FLAG SALUTE

The meeting was opened with the Flag Salute by all in attendance.

ROLL CALL

Board Present: Ms. Lorraine Hatcher, Dr. James Kerfoot, Mr. Raymond Marini, Mr. Dorion Morgan (Virtual), Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Regina Reed and Dr. Anthony Wright

Board Absent: *Mr. Kevin Brown*

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Dr. Catherine Briggs, Ms. Leidalis Cardona (Board Recorder), Mr. Matthew Farr, Ms. Kelly Grant (Board Solicitor) Dr. Martin Hoffman, Mr. James Lawless, Mr. Kevin Kerfoot, Dr. Karen Montalto, Ms. Jeanne Paulsen, Ms. Ashley Pezzolla, Ms. Donna Podolski, Mr. David Quinnan, Dr. Anita Rudman, Ms. Michelle Russell, Dr. David Spang, Ms. Nicole Tavares, Dr. Shawn Thomas, Dr. Andre Turner, Dr. Donna Vandergrift, Mr. Greg Volpe, Mr. Jonathan Weisbrod, and Mr. William Whitfield

Special Guest: *Ms. Alycia Copeland*

PUBLIC ANNOUNCEMENT

Ms. Ashley Pezzolla read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 15, 2022, setting forth the date, time, and location of the regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair Wright asked for a motion to approve of the public minutes of the Regular Board Meeting February 21, 2023, as submitted. With a motion by Trustee Dr. James Kerfoot and a second by Trustee Mr. Raymond Marini, The Board approved the Regular Board Meeting minutes for February 21, 2023 with all in favor.

REPORTS

1.) President’s Report:

The President’s Report was presented in written form to the Board, which included news and events from February 21, 2023 to March 21, 2023.

Student Spotlight

- Alycia Copeland – introduced by Dr. Andre Turner, Director of Educational Opportunity Fund
- Alycia was featured as part of the college’s upcoming marketing campaign that’s themed like a jigsaw puzzle to show students who have found their fit at RCBC.
- She also used the college’s Career Preparation and Experiential Learning office to help identify her major (Psychology) and obtain the student worker position that provides career success skills.
- Chair Wright Anthony and Dr. James Kerfoot thanks Alycia for telling her story wished her well in all her endeavors.

Black History Month

- The college planned a number of activities to celebrate Black history and culture.
- Activities opened with a lecture on the life and legacy of Muhammad Ali.
- In partnership with Atlantic City Fashion Week, the college held a fashion show featuring student designs, a meal prepared by culinary students’, photography and music students in Mount Holly.
- Student activities included a presentation of Zawadi African Dance, a soul food lunch and a screening of *The Woman King*, the historical drama of women warriors in Africa.

Mile-markers for institutional projects

- The college hosted external evaluators to assess progress on two projects in recent weeks with collegewide improvement implications:
 - March 3 – Title III Strengthening Institutions grant – a \$2.2 million federal grant, that aims to increase the number of students who complete 30 credits in their first year, increase retention and graduation rates among low-income and minoritized students, create a more meaningful orientation process and invest in technology and faculty training to create more high-tech classrooms and low-cost course materials.
 - March 10 – American Council on Education’s Learner Success Lab – an 18-month inclusive learning opportunity to implement evidence-based practices that will lead to further improvements in retention, completion, career exploration and workforce skills development.

Employee Appreciation Day

- The college hosted a casual bagel breakfast to show appreciation for the faculty and staff who make the college so special.

Read Across America Week

- After a two-year COVID hiatus, President Cioce and Barry resumed in-person visits for Read Across America.
- The dynamic duo went to the Mary E. Roberts Elementary School in Moorestown to read “What are Words, Really” to a schoolwide assembly.
- Several teachers invited them to their classrooms to meet with students.
- In honor of the occasion, the college released Barry trading card No. 9 to give to the children.

Collegewide Gathering

- The collegewide semester focused on two important surveys:
 - The Diversity, Equity and Inclusion survey that was conducted last fall.
 - The First-Destination Survey to be conducted this spring to obtain a clearer picture of where our students go after graduation.

Green Zone Training

- As part of the college’s efforts to boost completion rates among veterans, the Veterans Center hosted Ann Treadaway, director of Military and Veterans Services at Rutgers University, to provide Green Zone training for faculty and staff.
- This is part of the federal grant the college received to increase support of veterans through services offered at the newly established Veterans Center in Votta Hall.

Upcoming events

rcbc.edu/events

- Spring Open House March 25 – 10 a.m. to 1 p.m.
- Arts Campus Exploration Night & Board of Trustees meeting. Mount Holly. 5:30 pm board meeting. 6 pm explore the campus.

Long-term events:

- Academic Awards – Monday, April 24 (evening)
- RCBC Foundation Fundraiser Breakfast – 7:30 a.m. May 4
- Liberal Arts Commencement – 10 a.m. Wednesday, May 17
- STEM Commencement – 10 a.m. Thursday, May 18
- Health Sciences Commencement – 1 p.m. Thursday, May 18.
- Graduation rain date – Friday, May 19

- President Cioce invited questions.

With no further questions, this concluded the President's Report.

2. Board Reports

- A. **Finance/Facilities Committee:** President and Board Secretary Dr. Michael Cioce reported that the Finance/Facilities Committee met on Tues., March 14, at 4:00PM, and the Committee discussed various finance and facilities matters.

President Cioce proceeded with a review of Tabs 1 through 9 for the Board's consideration:

Finance/Facilities Committee Action (Resolution(s) for Approval)

- Tab #1:** Resolution # 2023-080-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution # 2023-080-02, A Resolution to approve and ratify certain agreements and contracts.
- Tab #3:** Resolution # 2023-080-03, A Resolution acknowledges receipt and authorizes the filing with the state of the annual financial audit of the college for Fiscal Year 2022.
- Tab #4** Resolution # 2023-080-04, A Resolution to approve the adoption of the operating budget and increase in tuition and fees for Fiscal Year 2024.
- Tab #5** Resolution # 2023-080-05, A Resolution for the approval of the capital construction budget allocation for Chapter 12 funding during Fiscal Year 2024 in an amount not to exceed \$4,235,204.00.
- Tab #6** Resolution # 2023-080-06, A Resolution to award a contract extension to **360 Translations International Inc.** to provide interpreting services in the amount of \$70,000.00, on a billable hourly basis, for Fiscal Year 2024.
- Tab #7** Resolution # 2023-080-07, A Resolution to award a contract with **Blackboard, Inc.** for software and services related to a hosted course management system in an amount not to exceed \$178,231.54 for Fiscal Year 2024.
- Tab #8** Resolution # 2023-080-08, A Resolution to award a contract to **Ellucian Inc.** to provide OIT managed services in the amount of \$1,962,912.00 annually, for a three-year period from July 1, 2023 through June 30, 2026.
- Tab #9** Resolution # 2023-080-09, A Resolution to renew the maintenance and license fees agreement with **Ellucian Inc.** relating to the Colleague Enterprise Resource Planning (ERP) System software in the amount of \$550,000.00 for Fiscal Year 2024.

Chair Dr. Wright invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 9, as recommended by the Finance/Facilities Committee. With a motion by Trustee Ms. Regina Reed and a second by Trustee Mr. Mickey Quinn, the Board approved Resolutions 1 through 9 with all in favor and one abstention by Mr. Gino Pasqualone who recused himself of Tab 5.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

Dr. Karen Montalto, Dean of Health Sciences, ACEN Accreditation Conference, Atlanta, GA, April 11 - April 14, 2023, \$2,229.62

Dr. Andre Turner, Director of the Educational Opportunity Fund, Tri-State Consortium of Opportunity Programs in Higher Education 2023 Biennial Conference, Atlantic City, NJ April 1 - April 5, 2023, \$570.00

Malik Howard, Assistant Director of EOF, Tri-State Consortium of Opportunity Programs in Higher Education 2023 Biennial Conference, Atlantic City, NJ April 1 - April 5, 2023, \$715.00

Khaliyah Miller-Biney, EOF Program Coordinator, Tri-State Consortium of Opportunity Programs in Higher Education 2023 Biennial Conference, Atlantic City, NJ April 2 - April 5, 2023, \$453.38

Elisa Bogdan, Grants Compliance and Monitoring Specialist, National Center for Career Technical Education Information, Perkins Leadership Conference, San Antonio, TX, May 21 - May 25, 2023 \$3,141.26

Victoria O'Reilly, Digital Communications Strategist, HashtagHigherEd US 2023, Washington, DC, May 31 - June 2, 2023, \$1,034.00

2) Operational

Dr. Edem Tetteh, ATMAE Association of Technology Management and Applied Engineering, Minden, LA, April 23 - April 25, 2023, \$0.00

Jonathan Weisbrod, Assistant Professor of Science and Mathematics, Center for Discrete Mathematics and Theoretical Computer Science DIMACS, Providence, RI, June 18 - June 23, 2023, \$190.30

Laura Skrable, Simulation Lab Coordinator, International Nursing Association for Simulation & Learning Conference, Providence, RI, June 14 - June 18, 2023, \$2,219.18

Tara Leigh Sands, Transfer and Articulation Coordinator, NASPA Annual Conference 2023, Boston, MA, April 2 - April 5, 2023, \$2,130.69

Andrew Eaton, Director of Public Safety, 16th Annual NJCUPSA Conference, Atlantic City, NJ, April 17 - April 20, 2023, \$750.00

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

Michael Cioce, President, AACC Annual 2023 Reaching New Heights, Denver, CO, March 31 - April 4, 2023, \$2,286.25

Dr. Shawn Thomas, Executive Director of Adult & Continuing Education and Business Engagement, Higher Education Pathways Summit, Washington, DC, March 16, 2023, \$350.00

REIMBURSEMENT

Dr. Michael Cioce, President, National Legislative Summit, Washington, DC, February 5 - February 8, 2023, \$1,224.96


Dr. Anthony Wright, Board Chair, National Legislative Summit, Washington, DC, February 5 - February 8, 2023, \$1,439.14

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-02

TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a renewal agreement with **Fire Engine Red** for Fireworks CRM software which allow for the tracking and engagement with prospective students, for a one-year term June 1, 2023 through May 31, 2024, in the amount of \$16,500.00. (lowest quote, IT exception)

To approve a professional services contract with **Corinne Wessner** for a 2-hour lecture on diagnostic medical sonography contrast ultrasound for our nursing students, on April 25, 2023, in the amount of \$150.00. (lowest quote)

To approve a software license with **Comsol, Inc.** for multiphysics software that will support student research and experiential learning for a one-year term, March 22, 2023 through March 21, 2024, in the amount of \$2,992.00. (IT exception & OMIC GEERF2 grant)

To approve a contract with **Inside Higher Education Careers** for a web-based recruitment platform with unlimited listing for the term of April 1, 2023 through March 31, 2024, in the amount of \$4,397.00. (personnel advertising exception)

To approve a contract with **Brainfuse, Inc.**, for online tutoring resource who provides 24/7 in-person staff online tutoring services at \$23.00 per hour, in the amount of \$4,600.00. (lowest quote)


RATIFICATION

To ratify a professional services contract with **Ann Treadway** as an honorarium for green zone training for staff and faculty members on March 10, 2023 in an amount of \$500.00. (grant funded)

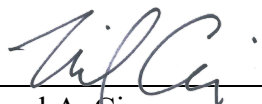
*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-03

**THE BOARD OF TRUSTEES ACKNOWLEDGES RECEIPT AND AUTHORIZES THE
FILING WITH THE STATE OF THE ANNUAL FINANCIAL AUDIT OF THE
COLLEGE FOR FISCAL YEAR 2022**

WHEREAS, the College's Auditor of Record, Bowman & Company LLP, has prepared an audit for the Board of Trustees from July 1, 2021 to June 30, 2022; and

WHEREAS, the audit received an unmodified opinion; and

WHEREAS, the audit was reviewed and discussed with the College's president and administration, as well as the Board's Finance Committee; and

WHEREAS, Mr. Robert Nehila of the firm of Bowman & Company LLP was present at the Board's Finance Committee meeting on November 14, 2022 to provide a brief presentation and answer questions of the Board members concerning the audit and recommendations; and


NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of March 2023, approve and accept the fiscal year 2022 audit.

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-04

**TO APPROVE THE ADOPTION OF THE OPERATING BUDGET
AND INCREASE IN TUITION AND FEES FOR FISCAL YEAR 2024**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has determined it is necessary to adopt the operating budget for fiscal year 2024; and

WHEREAS, the College must maintain a balanced budget; and

WHEREAS, the College has demonstrated a need to raise tuition and fees; and

WHEREAS, the Board of Trustees has the power to fix and determine tuition rates and fees to be paid by students in accordance with P.L. 1982 c.189 (C.18A:64A-12.h.); and

WHEREAS, the Board of Trustees has determined that the amount necessary for the Operating Budget is \$47,221,660; and


WHEREAS, the Board of Trustees is required to submit an operating budget to the Burlington County Board of School Estimate;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees, now assembled in public session this 21st day of March 2023, hereby approves the submission to the Burlington County Board of School Estimate of an Operating Budget in the amount of \$47,221,660 and approves to raise tuition \$4.50 per credit for all in-county students, and \$4.50 per credit for all other students, effective for the academic year 2023/2024.


*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-05

**APPROVAL OF THE CAPITAL CONSTRUCTION BUDGET ALLOCATION FOR
CHAPTER 12 FUNDING DURING FISCAL YEAR 2024 IN AN AMOUNT NOT TO
EXCEED \$4,235,204.00**

WHEREAS, the Board of Trustees has determined it is necessary to adopt a Capital Construction budget allocation, for Chapter 12 funding during fiscal year 2024, for use in fiscal year 2024 and beyond; and

WHEREAS, the Board of Trustees has determined that the amount necessary for the Capital Construction needs (detailed list to be provided prior to bonding) is not to exceed **\$4,235,204.00**; and

WHEREAS, the Board of Trustees has determined, as a component of the Capital Construction request, that the amount necessary for Chapter 12 funding for fiscal year 2024 is not to exceed **\$4,235,204.00** with the State Chapter 12 funds providing **\$2,117,602.00** and Burlington County providing a matching amount; and

WHEREAS, the Board of Trustees also understands that the College will be required to pay debt services to the County for the matching portion of the bond based on an amortization schedule that is established by the County and provide to the College;

NOW, THEREFORE, be it resolved by the Board of Trustees, now assembled in public session this 21st day of March 2023, hereby approves the submission to the Burlington County Board of Chosen Freeholders, a Capital Construction, including Chapter 12, request in an amount not to exceed **\$4,235,204.00** to be bonded by the County prior to June 30, 2024.

CAPITAL CONSTRUCTION INCLUDING CHAPTER 12 FOR FISCAL YEAR 2024

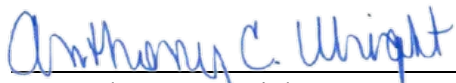
	Project	Amount of Bonds
1.	Campus & Center Improvements (including, but not limited to construction, renovations, deferred maintenance issues, etc.)	\$4,235,204.00
TOTALS:		\$4,235,204.00

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			5	0	1			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone					×			7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting



 Dr. Anthony C. Wright
 Chairperson



 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-06

**TO AWARD A CONTRACT EXTENSION TO 360 TRANSLATIONS
INTERNATIONAL INC. TO PROVIDE INTERPRETING SERVICES IN
THE AMOUNT OF \$70,000.00, ON A BILLABLE HOURLY BASIS,
FOR FISCAL YEAR 2024**

WHEREAS, the College has a need to provide qualified interpreters to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communication with others; and

WHEREAS, the College's Board of Trustees approved a resolution, at the April 19, 2022, meeting awarding a contract to 360 Translations International Inc. to provide these services for a period of one (1) year and the contract contained language that would allow for it to be extended for one additional year by mutual agreement; and

WHEREAS, Requests for Proposals for RFP-22-03 were advertised on Monday, February 21, 2022 and were opened Thursday, March 24, 2022, at 3:00 PM, five (5) vendors responded; and

WHEREAS, it has been determined that **360 Translations International Inc.** has the experience and expertise to continue to provide these services to the College; and

WHEREAS, The American with Disabilities Act mandates that under Section 504 of the Rehabilitation Act, under Title II of the ADA, the responsibilities of public services and state and local governments which include L.E.A. (local educational agency); and

WHEREAS, the number of deaf or hard of hearing students continues to increase and so does the need for interpreting services; and

WHEREAS, our current contract expires on June 30, 2023; and

WHEREAS, this contract is for a period of one (1) year and the RFP also contained language which would allow the College to extend the term of the contract for an additional one (1) year term, July 1, 2023 through June 30, 2024, based on mutual agreement and Board approval; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5 (1)) it appears in the best interest of the College to award a contract to **360 Translations International Inc., 10 North Myrtle Street, Vineland, NJ 08360**; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5) (1), the President recommends to extend this contract, awarded to the following vendor: 360 Translations International Inc., 10 North Myrtle Street, Vineland, NJ 08360;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public, session this 21st day of March 2023, that a contract be awarded to 360 Translations International Inc. in the amount of \$70,000.00, on a billable hourly basis, for a twelve (12) month term.

******* CERTIFICIATE OF AVAILABILITY OF FUNDS*******

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2024 Operating Budget to pay for the contract between Rowan College at Burlington and 360 Translations International Inc.

The money necessary to fund said contract is \$70,000.00. The contract is subject to the availability of funds and upon approval of the contract, the funds will be charged to the following budget line item appropriation:


1-42310-9701 (Student Support, Contracted Service)

Kevin Kerfoot
Chief Financial Officer


*******CERTIFICATION OF THE SECRETARY*******

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-07

TO AWARD A CONTRACT WITH BLACKBOARD, INC. FOR SOFTWARE AND SERVICES RELATED TO A HOSTED COURSE MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$178,231.54 FOR FISCAL YEAR 2024

WHEREAS, Rowan College at Burlington County has been using the Blackboard course management system for over a decade and Blackboard is the primary on-line learning platform for the College; and

WHEREAS, **Blackboard, Inc.** is a market leader in the field of on-line course management systems, with the ability to provide extensive training and 24/7 support for their system; and

WHEREAS, our current contract expires on June 30, 2023; and

WHEREAS, this new contract will be for a three-year period and the college has negotiated a substantial reduction in cost upon contract renewal with pricing to remain flat throughout the entire term of the contract; and

WHEREAS, the College has determined that **Blackboard, Inc.** has the experience and expertise to continue to provide the on-line learning platform and services; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A–20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Blackboard, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Blackboard, Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Blackboard, Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), it appears in the best interest of the College to award a contract to **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), the President recommends the award of this contract to the following vendor: **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of March 2023, that the referenced contract be approved and payment may be made to **Blackboard, Inc.** in the of amount of **\$178,231.54** for fiscal year 2024; and

BE IT FURTHER RESOLVED, that the Business Entity Disclosure Certification, Chapter 271 Political Contribution Disclosure Form, Political Contribution Disclosure and the Determination of Value be placed on file with this resolution.

*******CERTIFICATE OF AVAILABILTY OF FUNDS*******

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the 2024 Operating Budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said payment is **\$178,231.54**. The payment is subject to the availability of funds and upon approval of the payment the funds will be charged to the following budget line item appropriation:

1-60315-9701 (Distance Education, Contracted Services)

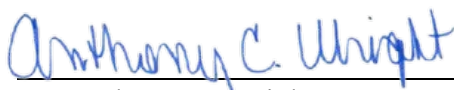
Kevin Kerfoot
Chief Financial Officer


*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting


Dr. Anthony C. Wright
Chairperson


Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION # 2023-080-08

TO AWARD A CONTRACT TO ELLUCIAN INC. TO PROVIDE OIT MANAGED SERVICES IN THE AMOUNT OF \$1,962,912.00 ANNUALLY, FOR A THREE-YEAR PERIOD FROM JULY 1, 2023 THROUGH JUNE 30, 2026

WHEREAS, the College has a continuing need for onsite Information Technology (IT) management services; and

WHEREAS, our current contract expires on June 30, 2023; and

WHEREAS, the onsite services include Data Center Management and Systems Administration, Network Management, and Colleague Application Support; and

WHEREAS, due to the proprietary nature of the Colleague ERP software and its components, this service should be provided by individuals that have specific training, certifications, and expertise; and

WHEREAS, it appears that **Ellucian Inc.** has the experience and expertise to provide these services; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Ellucian Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Ellucian Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Ellucian Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5 (19), it appears in the best interest of the College to award a contract to **Ellucian Inc.** with offices located at 4375 Fair Lakes Court, Fairfax, VA 22033; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of March 2023, that a three-year contract be awarded to **Ellucian Inc.** in an amount not to exceed \$1,962,912.00 for fiscal year 2023.

*******CERTIFICATE OF AVAILABILTY OF FUNDS*******

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the FY 2023 Operating Budget funds to pay for the contract between Rowan College at Burlington County and **Ellucian Inc.**

The money necessary to funds said contract is **\$1,962,912.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-00800-9701 (Information Technology, Contracted Services)

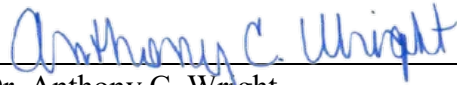
Kevin Kerfoot
Chief Financial Officer


*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting


Dr. Anthony C. Wright
Chairperson


Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-09

**TO RENEW THE MAINTENANCE AND LICENSE FEES AGREEMENT WITH
ELLUCIAN INC. RELATING TO THE COLLEAGUE ENTERPRISE RESOURCE
PLANNING (ERP) SYSTEM SOFTWARE IN THE AMOUNT OF \$550,000.00 FOR
FISCAL YEAR 2024**

WHEREAS, the college has deemed it necessary to renew the annual agreement of the Ellucian Colleague Enterprise Resource Planning (ERP) system software licenses and maintenance / support contract that provides for software, functionality upgrades and software fixes to existing Colleague modules; and

WHEREAS, the college is renewing the modules currently in use as well as upgrading or adding additional Colleague Modules that will enhance the college's ability to fulfill our mission and these newly upgraded or added modules have an associated implementation cost; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Ellucian Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Ellucian Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Ellucian Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), it appears in the best interest of the College to renew the contract with **Ellucian Inc.**, with offices located at 4375 Fair Lakes Court, Fairfax, VA 22033; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), the President recommends the award of this contract to the following vendor(s): **Ellucian Inc.**, with offices located at 4375 Fair Lakes Court, Fairfax, VA 22033;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of March 2023, that a contract renewal be awarded to **Ellucian Inc.** in the of amount of \$550,000.00 for fiscal year 2024.

*******CERTIFICATE OF AVAILABILITY OF FUNDS*******

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2024 Operating Budget to pay for the contract between Rowan College at Burlington County and **Ellucian Inc.**

The money necessary to fund said contract is **\$550,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

1-00800-9601(Information Technology, Maintenance Contracts)


Kevin Kerfoot
Chief Financial Officer

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan								6
7 Gino Pasqualone								7
8 Mickey Quinn		√						8
9 Regina Reed	√							9
10 Vacant								10
11 Anthony Wright, Chairperson								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

B. Personnel Committee: In Committee Chair Kevin Brown's absence, Trustee Mr. Gino Pasqualone announced that the Personnel Committee met in person on Wednesday, March 15, 2023, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Committee Chair Brown proceeded with a review of Tabs 10 through 13 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

- Tab #10*** Resolution # 2023-080-10, A Resolution to approve Personnel actions for Rowan College at Burlington County
- Tab #11*** Resolution # 2023-080-11, A Resolution for approval of President's recommendation to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank.
- Tab #12*** Resolution # 2023-080-12, A Resolution for approval of President's recommendation to reappoint non-tenured instructors.
- Tab #13*** Resolution # 2023-080-13, A Resolution to approve an extension to contract with Brown and Brown Metro, LLC as the health insurance broker consultant (Health Benefits and Prescription (Rx) only), for a one-year term from May 1, 2023 to April 30, 2024

Chair Dr. Wright invited questions on the resolutions and there were none. The Chair requested a motion to move Resolutions 10 through 13, as recommended by the Personnel Committee. With a motion by Trustee Mr. Gino Pasqualone and a second by Trustee Mr. Dorion Morgan, the Board approved Resolutions 10 through 13 with all in favor and none opposed.

This concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-10

**TO APPROVE PERSONNEL ACTIONS FOR
ROWAN COLLEGE at BURLINGTON COUNTY**

WHEREAS, Rowan College at Burlington County has identified the need for additions, modifications and separation of employment of certain positions; and

WHEREAS, the following were determined to meet the qualifications that best meet the needs of the college in the designated departments for the following vacancies, namely;

Pamela Persichetti as Manager of Foundation Operations at \$68,000;
Liliana Lemanowicz as STEM Lab Technician at \$41,926;
Remington Vickers as PT Academic Advisor at \$18/hour;
Brandon Muzyka as PT Academic Advisor at \$18/hour;
Colleen Snyder as Administrative Assistant-Office of the President at \$50,000; and

WHEREAS, the following internal individuals were found to meet the qualifications that best meet the needs of the college in the designated departments, namely;

Alexandria Slobodnik as Electronic Resources Information Specialist at \$42,000;
Sharon Armstrong-Ockens as Test Center Coordinator at \$35,903; and

Salary Adjustments

Ashley Pezzolla as Administrative Assistant at \$50,000; and

Title Changes

Deidre Amar as Sr. Continuing Education Specialist (no salary change);
Brooke Michael as Continuing Education Specialist (no salary change);
Helen Carroll as PT Continuing Education Specialist (no salary change);
Robert Tumas as Continuing Education Specialist (no salary change);
Michelle Martin as Business Engagement Specialist (no salary change);
Joshua Adams as ABE/Job Foundation Instructor (no salary change);
Alison DeJoseph as Manager, Continuing Education (no salary change);
Stacy Hunt as Manager, Business Engagement (no salary change);
Leidalis Cardona as Administrative Assistant at \$48,000; and

WHEREAS, the following were determined to meet the qualifications that best meet the needs of the college in the designated academic areas for the following adjunct and part-time trainer listings, namely;

Adjuncts, STEM;

None; and

Adjuncts, Liberal Arts;

None; and

Adjuncts, Nursing and Health Sciences;

Kelley, Allyson; Raines, Jason; Henderson, Heather; and

Part-Time Trainers;

Polchin, Rosemarie; and

EMT Trainers/EMT Aides;

Bendel, Richard; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the full Board, the separation of employment of employees, namely;

Richard Bendel, EMT Coordinator, Health Sciences;
Lisa Parker, Nursing Program Success Manager, Health Sciences;
Patricia Cohill, Assistant Professor, Liberal Arts;
Sofia Abreu, Career Preparation Manager, WDI;
Stephanie Houghkirk, Adjunct, Health Sciences; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the full Board, the termination of employment of employees, namely;

Aloysius Nagbe, Instructor, STEM effective 6/30/23;
Cheryl Queen, Accountant, Finance; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, to make an exception to the Tuition Reimbursement Program, namely:

None; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of the following leave of absences, namely;

Daniel Egan, OIT, Paid LOA;
Myles Lawhorn; EMSS, Paid LOA;
Andrea Quinn, Health Sciences, Paid Intermittent LOA; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of eliminating certain positions from the college, namely;

None; and


WHEREAS, the Board of Trustees has the authority to appoint or modify said full time vacancies and positions and to determine issues of lawful and appropriate compensation and applicable related employee benefits for a full-time employees and/or separate said employees;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of March 2023, hereby approves the above stated personnel actions for Rowan College at Burlington County.


*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Vacant								1
2 Kevin Brown						×		2
3 Lorraine Hatcher								3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini								5
6 Dorion Morgan		√						6
7 Gino Pasqualone	√							7
8 Mickey Quinn								8
9 Regina Reed								9
10 Vacant								10
11 Anthony Wright, Chairperson								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-11

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAFFIRM TENURE AND
CONTINUE THE APPOINTMENTS OF CERTAIN TENURED FACULTY HOLDING
ACADEMIC RANK**

WHEREAS, the Provost of Rowan College at Burlington County has reviewed the performance evaluation of certain tenured faculty holding academic rank for reaffirmation of tenure and continued appointment to the next Academic Year, 2023-2024, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the Provost, in the exercise of his best professional judgment, has determined that the reaffirmation of tenure and continued appointment of certain tenured faculty holding academic rank would effectively serve the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reaffirmation of tenure and continued appointment of tenured faculty holding academic rank; and

WHEREAS, the Provost made the recommendation to the President of Rowan College at Burlington County (hereinafter referred to as President) to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank; and

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank;

NOW THEREFORE, be it resolved that the Board of Trustees assembled in public session this 21st day of March 2023, hereby accepts the recommendation of the President to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank; and

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment of the following named tenured faculty holding academic rank (Supplement B):

SUPPLEMENT B

APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAFFIRM TENURE AND CONTINUE THE APPOINTMENTS OF CERTAIN TENURED FACULTY HOLDING ACADEMIC RANK

Abdul-Jabbaar, Malik	Instructor
Alexander, Jonathan M	Professor
Bailey, Jeffrey H	Assistant Professor
Baldt, Erika E	Professor
Bourne, Crystal R	Assistant Professor
Brendle, Elizabeth J	Assistant Professor
Burrell, Tina D	Assistant Professor
Caranci, Frank A.	Instructor
Ciccanti, Amber Lee	Assistant Professor
Cohill, Patricia S	Assistant Professor
D'Alterio, Jianene Marie	Assistant Professor
Francis-Denton, Corvena N	Assistant Professor
Gartner, Russell	Assistant Professor
Gazzara, Christopher T.	Assistant Professor
Gicking-Aspden, Jessica L	Assistant Professor
Harkins, Michelle N.	Assistant Professor
Huttner, Walter B	Assistant Professor
Judge, James R	Assistant Professor
Kerwick, John Joseph	Assistant Professor
Lavertu, Elizabeth C.	Associate Professor
Mailhiot, Brooke Melissa	Assistant Professor
Mariano, Kenneth V	Assistant Professor
Meadows, Laurie Shannon	Instructor
Mihalik, Priti B	Instructor
Millward, Allison R	Instructor
Muyesser, Meral	Associate Professor
Osmond, Erica R	Associate Professor
Papazis, Elias	Instructor
Parker, Lisa	Assistant Professor
Rienzi, Jennifer K	Assistant Professor
Rittenhouse, Joyce E	Assistant Professor
Rizzo, Joseph Charles	Assistant Professor
Ruocco, Tiffany J.	Associate Professor
Sedar, Brina G	Assistant Professor


Sherlock, Terrence Patrick	Assistant Professor
Simber, Christopher W	Assistant Professor
Stewart, Laura	Assistant Professor
Tokazewski, Anne M. S.	Assistant Professor
Veneziale, Diane P	Assistant Professor
Warner, Paul C	Assistant Professor
Weisbrod, Jonathan	Assistant Professor
Wend, William Patrick	Assistant Professor
Whitfield, William J	Assistant Professor
Yanuzzi, Gina	Assistant Professor
Zamkotowicz, Marc David	Assistant Professor
Zimnes, Faith L	Assistant Professor

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Vacant							1
2 Kevin Brown						×	2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini							5
6 Dorion Morgan		√					6
7 Gino Pasqualone	√						7
8 Mickey Quinn							8
9 Regina Reed							9
10 Vacant							10
11 Anthony Wright, Chairperson							11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent;
Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-12

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT
NON-TENURED INSTRUCTORS**

WHEREAS, the Provost reviewed the performance evaluation of certain non-tenured Instructors who are eligible for reappointment to the next Academic Year, 2023-2024 in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the Provost, in the exercise of his best professional judgment, has determined that the reappointment of certain non-tenured Instructors, would effectively serve the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment of non-tenured Instructors; and

WHEREAS, the Provost made the recommendation to the President of Rowan College at Burlington County (hereinafter referred to as President) to reappoint certain non-tenured Instructors; and,

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint certain non-tenured Instructors;

NOW THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 21st day of March 2023, hereby accepts the recommendation of the President to reappoint certain non-tenured Instructors; and

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment of the following named non-tenured Instructors (Supplement A):

SUPPLEMENT A

APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT NON-TENURED INSTRUCTORS

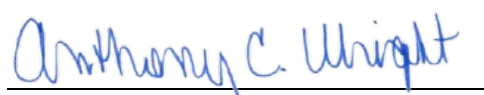
Baig, Nabeel	Instructor
Brady, Renita	Instructor
Chapman, Brandon	Instructor
Cooper, Christopher Richard	Instructor
Fiordaliso, Cynthia	Instructor
Iglesias, Tracy L	Instructor
Jayatilleke, Mala Padmini	Instructor
Karanjia, Tonya Leisa	Instructor
Koszyk, Linda A	Instructor
Kotowich, Steven Joseph	Instructor
Lewis, Nicole R	Instructor
Mack-Brooks, Pamela Gail	Instructor
Mirza, Qurat-Ul-Ann	Instructor
Nagbe, Aloysius Semah	Instructor
Park, Minnie	Instructor
Rivera, Kelly A	Instructor
Stubee, Myriah	Instructor
Ward, Alexander A	Instructor
Wilson, Dave B	Instructor

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Vacant							1
2 Kevin Brown						×	2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini							5
6 Dorion Morgan		√					6
7 Gino Pasqualone	√						7
8 Mickey Quinn							8
9 Regina Reed							9
10 Vacant							10
11 Anthony Wright, Chairperson							11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent;
Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
March 21, 2023**

RESOLUTION #2023-080-13

**TO APPROVE AN EXTENSION TO CONTRACT WITH BROWN AND BROWN
METRO, LLC, AS THE HEALTH INSURANCE BROKER CONSULTANT
(Health Benefits and Prescription (RX) Only), FOR A ONE-YEAR TERM
FROM MAY 1, 2023 TO APRIL 30, 2024**

WHEREAS, the College has a need for services from a qualified human resource related broker;
and

WHEREAS, this broker will be working with the College's Office of Human Resources to
obtain; and

WHEREAS, at the April 19, 2021 Board of Trustees meeting, a contract was awarded for a
period of one (1) year and the Request for Qualifications/Proposals contained language that
would allow for the agreement to be extended for two (2) additional, one (1) year periods at the
Board's discretion; and

WHEREAS, our current contract expires on April 30, 2023; and

WHEREAS, it appears that Brown & Brown Metro, LLC has the experience and expertise to
continue to provide these services to the College; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A.
19:44A-20.4 et seq. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(1), it appears in the best
interest of the College to extend the contract for one (1) year with Brown & Brown Metro, LLC,
3330 Bargaintown Road, Suite 2, Egg Harbor Township, New Jersey, 08234; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A.
19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189
N.J.S.A. 18A:64A-25.5(1), the President recommends that a contract be renewed with the
following vendor: Brown & Brown Metro, LLC, 3330 Bargaintown Road, Suite 2, Egg Harbor
Township, New Jersey, 08234; and


NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public
session this 21st day of March 2023, that a contract with Brown & Brown Metro, LLC be
extended for a one-year term from May 1, 2023 through April 30, 2024.

*******CERTIFICATION OF THE SECRETARY*******


IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, March 21, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Vacant							1
2 Kevin Brown						×	2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini							5
6 Dorion Morgan		√					6
7 Gino Pasqualone	√						7
8 Mickey Quinn							8
9 Regina Reed							9
10 Vacant							10
11 Anthony Wright, Chairperson							11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting



Dr. Anthony C. Wright
Chairperson



Dr. Michael A. Cioce
Board Secretary

C. Academic Committee: Committee Chair Dr. James Kerfoot reported:
Committee Chair Dr. James Kerfoot reported announced that the Academic Committee met in person on Tuesday, March 14, 2023 at 3:00PM, and the Committee discussed various Academic matters. There were no Resolutions. Chair Wright invited comments from the public. There were none.

This concluded the Academic Committee Report

COMMENTS FROM THE PUBLIC

Chair Wright invited comments from the public. There were none.

For the record, there were no questions submitted in advance to the President by e-mail or by phone.

COMMENTS FROM THE BOARD

Chair Wright invited comments from the Board. There were none.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Wright called for a motion to adjourn the Public Session. There is no need for an Executive Session. With no further business, Chair Wright adjourned the Board Meeting at 5:53 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc