

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tues., May 19, 2020**

**By WebEx**

**Host: Mount Laurel Campus, Student Success Center  
Executive Conference Room 138  
1500 College Circle  
Mount Laurel, New Jersey**

**MINUTES**

**CALL TO ORDER**

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 5:32PM.

**FLAG SALUTE**

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

**ROLL CALL**

*Board Present:* Mr. James Anderson, Dr. James Kerfoot, Ms. Renee Liciaga, Ms. Jamie Martin, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn

*Board Absent:* Mr. Kevin Brown, Mr. Daryl Minus-Vincent, Ms. Jillian Volpe (Alumni Trustee)

*RCBC Present:* Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Dr. Cathy Briggs, Mr. Thomas Czerniecki, Ms. Lindsey Daniello, Mr. Matthew Farr, Mr. Jarrett Kealey, Mr. Mark Meara, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Dr. Anita Rudman, Ms. Michelle Russell, Dr. David Spang, Dr. Edem Tetteh, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

*Other:* There were seven (7) callers on the Webex who were not identified.

### **PUBLIC ANNOUNCEMENT**

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 12, 2019, which was amended by a public notice released on May 15, 2020, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

### **MINUTES**

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meeting on March 31, 2020, as submitted. The motion was made by Trustee Mickey Quinn, with a second by Trustee James Kerfoot, and a unanimous vote in favor. There were no questions or comments and the minutes were approved as written.

### **REPORTS**

#### **1. President’s Report:**

- The President’s Report was presented in written form to the Board, which included news and events from March 31, 2020 through May 19, 2020.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Director Andrew Eaton was presented in written form to the Board for the period March 26, 2020 to May 11, 2020.
- President Cioce made the following announcements in addition to the written reports provided in the Board packet:
  - 1) The College has completed the Spring 2020 Semester. The President acknowledged the Board for all of their support, as well as the Cabinet and Senior Leadership Team, faculty, staff and administration. Most importantly the students, who mid-week seven plus, had to transition from a face-to-face to an online environment. The great majority of our students showed what the definition of determination and grit was. We have all received questions and concerns, and we are doing our best to ensure all are addressed and mitigated moving forward. Last Friday, the Summer Semester commenced. We are officially in the Summer I Semester, with some subsections starting later this week. Both Summer I and II are entirely remote.
  - 2) The recovery: A Committee including Mr. Andrew Eaton, Director of Public Safety, and Dr. Karen Montalto, Dean of Health Sciences, has been formed with respect to what a reopening plan for Fall 2020 and beyond will entail. The Vice President of Workforce Development, Ms. Anna Payanzo Cotton, the Vice President of Enrollment Management and Student Success, Dr. Karen Archambault, and the Senior Vice President and Provost,

Dr. David Spang, are deeply exploring the offerings that the College has on the books, will have, and will hybridize. Further, Mr. Tom Czerniecki, Senior Vice President of Administration and Operations, is keeping a close eye on the financial elements.

3) Last week, RCBC celebrated its 50<sup>th</sup> Commencement. It was the largest class in the College's history. It was an amazing virtual ceremony and Trustee Renee Liciaga was there thanking and congratulating our graduates. For those interested in the video, it is available on the College's Facebook and YouTube pages. It was also the fastest ceremony on record with over 2,400 graduates' names announced who received certificates and degrees. There have been over 11,000 views to date. Three students participated: This year's Valedictorian, Ms. Shanni Prutchi, and two President's Award recipients, Mr. Justin Foster and Mr. Timothy Wilkinson. President Cioce thanked Ms. Emmy Casa, Administrative Assistant to the Senior Vice President and Provost, as well as Ms. Heather Conger, Director of Athletics, for ensuring the Academic Awards and Athletic Awards were included in the ceremony. We celebrated our Professor of the Year, Mr. Joseph Rizzo, who teaches Criminal Justice at RCBC. Mr. Rizzo was selected by the students. The Lindback Foundation Award recipient was Dr. Erika Baldt. We have invited all 2020 graduates to join us next year.

4) Also on events, we celebrated Dress for Success virtually on May 13, 2020, at 6:00P, and Trustee Liciaga was a speaker at the event.

5) President Cioce provided an update regarding the Corona Aid Relief Economic Security Act (CARES Act), which is the Federal Stimulus Funding that was passed. Institutions of higher education, colleges and universities, with Pell-eligible recipients in the previous year met qualifications. RCBC qualified for \$3.6 million, 50% of which is designated specifically for students that were disrupted in any capacity from March 13, 2020, to current date. Of that total, \$1.8 million is dedicated to students. President Cioce thanked Dr. Karen Archambault for providing the vice presidents with a methodology and rubric, and he thanked OIT for making certain there was an application. Essentially, \$1.6 million is going directly to the students in the coming week, and a \$200,000 share has been held for students to apply for it should they need more than the awarded amount. The other half will go directly for institutional costs. Senior Vice President Czerniecki is exploring what those costs are including sneeze guards and different retrofitting to the infrastructure of the campus. A resolution is presented for the Board's approval to formally accept this funding.

6) President Cioce wore a mask this evening made by an RCBC fashion design student, Ms. Cheryl Jackson, who recently joined Dr. Cioce in a Town Hall and shared her story. Ms. Jackson began making face masks for her husband to protect him from the COVID-19 virus at work, and she has been taking orders since. Chair Nyikita asked the President to forward the order information for the masks to the Board.

Chair Nyikita invited questions for the President and there were none.

This concluded the President's Report.

## **2. Board Reports**

- A. Finance/Facilities Committee:** Chair George Nyikita reported:  
Chair Nyikita announced that the Finance/Facilities Committee met on Thurs., May 14, 2020, and the Committee discussed various items.

This concluded the Board Finance and Facilities Report. Chair Nyikita proceeded with a review of Tabs 1 through 8 for the Board's consideration:

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

- Tab #1:** Resolution #2020-140-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2020-140-02, A Resolution to approve and ratify agreements and contracts.
- Tab #3:** Resolution #2020-140-03, A Resolution to accept the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding
- Tab #4:** Resolution #2020-140-04, A Resolution to approve payment on an existing contract to Blackboard, Inc. for software and services related to a hosted course management system in an amount not to exceed \$223,125.00 for fiscal year 2021
- Tab #5:** Resolution #2020-140-05, A Resolution to award a contract to 360 Translations International Inc. to provide interpreting services, in the amount of \$70,000.00, on a billable hourly basis, for fiscal year 2021
- Tab #6:** Resolution #2020-140-06, A Resolution to award a contract to NJEDge.Net for renewal of annual membership and associated network services in the amount of \$178,464.76 for fiscal year 2021
- Tab #7:** Resolution #2020-140-07, A Resolution to award a contract to Diversified Display Products for the purchase of a wide format hybrid printer in the amount of \$50,995.00
- Tab #8:** Resolution #2020-140-08, A Resolution to reject and rebid the contract for debt collection agencies to be used by the College Office of Student Accounts for fiscal year 2021

Chair Nyikita requested a motion to move Tabs 1 through 8, as recommended by the Finance/Facilities Committee. With a motion by Trustee Jim Anderson and a second by Trustee Dorion Morgan, the Board approved Tabs 1 through 8, with all in favor and none opposed.

The Chair invited questions and there were none. This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
MAY 19, 2020**

**RESOLUTION #2020-140-01**

**TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL**

**APPROVE**

1) **Grant-Funded Travel**

None

2) **Operational**

None

**RATIFICATION**

1) **Grant-Funded Travel**

None

2) **Operational**

None

**REIMBURSEMENT**

Dr. Michael A. Cioce, President – January 16 – 18, 2020  
Penn GSE Conference, Philadelphia, PA  
Amount due: \$98.75 (mileage, tolls, parking)

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-02**

**TO APPROVE AND RATIFY AGREEMENTS AND CONTRACTS**

**FOR APPROVAL:**

To approve a Clinical Affiliation Agreement between Rowan College at Burlington County and Rutgers, The State University, on behalf of its Rutgers Biomedical and Health Science, 65 Bergen Street, Suite 1441, Newark, NJ 07103, to provide a clinical education and instruction program in Rehabilitation Counseling, Clinical Mental Health Counseling and Counselor Education and Supervision for the College's Health Department Students, for a one-year term, May 15, 2020 through May 14, 2021.

To approve a License Agreement between Rowan College at Burlington County and The City of Bordentown to use all or a portion of Gilder Recreational Field for the College's baseball teams in accordance with an agreed upon schedule by the parties, effective July 1, 2020 through June 30, 2021, at a fee of \$300.00 per week. RCBC will not be billed for weeks the facility is not utilized.

To approve a License Agreement between Rowan College at Burlington County and The Township of Westampton to use all or a portion of the Westampton Sports Complex recreational fields for the College's athletic teams in accordance with an agreed upon schedule by the parties, effective July 1, 2020 through June 30, 2021, at the following fees: \$1,000 per week for the College's soccer teams; \$250 per week for the College's baseball teams; and \$250 per week for the College's softball teams. RCBC will not be billed for weeks the facility is not utilized.

To approve a Memorandum of Understanding between Rowan College at Burlington County and Holy Cross Preparatory Academy for the utilization of the HCPA gymnasium and weight room facilities for scheduled use by the RCBC basketball teams effective July 2020. The teams will use the facilities during the 2020-2021 men's and women's basketball season. Fees of \$1,000 per week will cover: practices and games for both men's and women's basketball teams, a locked area to store score table, RCBC games chairs, team gear and equipment, athletic training supplies. RCBC will not be billed for weeks the facility is not utilized.

To approve a grant agreement between Rowan College at Burlington County and the New Jersey Department of Labor and Workforce Development for the Opportunity Partnership Grant in Transportation Logistics and Distribution in the amount of \$198,275.00. The purpose of this grant is to train displaced/dislocated workers as managers in the Transportation, Logistics, and



Distribution industry, secure employment for graduates in this sector, and further support the College's industry partners.

To approve a Consultant Contract for professional services between Rowan College at Burlington County and Benedict Uzochukwu, 4043 Tanner Slip Circle, Chester, VA, 23831, to review material for the following RCBC programs: AAS.ATM and AAS.EET, for the period May 20, 2020 through July 15, 2020, in the amount of \$2,500.00 including travel expenses. Consultant agrees to meet remotely throughout May and June to ask questions related to the program(s), and agrees to complete the external consultant's report for the AAS.ATM Program by July 15, 2020.

To approve a Consultant Contract for professional services between Rowan College at Burlington County and Burlington County Institute of Technology, 695 Woodlane Road, Westampton, New Jersey, 08060, for the Certified Nursing Aide training program located at BCIT Medford Campus from July 1, 2020 to June 30, 2021, for a maximum payment in the amount of \$25,520.00.

To approve a Consultant Contract for professional services between Rowan College at Burlington County and Burlington County Institute of Technology, 10 Hawkins Road, Medford, New Jersey, 08055, for the Phlebotomy training program located at BCIT Medford Campus from July 1, 2020 to June 30, 2021, for a maximum payment in the amount of \$29,650.00.

**FOR RATIFICATION:**

To ratify a Memorandum of Understanding between Rowan College at Burlington County and VoiceThread.com, P.O. Box 970533, Boca Raton, FL, 33497-053, for an upgrade for three months, expanding an unlimited site license for the online usage of VoiceThread (VT), at no additional cost, expiring on June 30, 2020.

To ratify an agreement between Rowan College at Burlington County and The American National Red Cross, for the purpose of two (2) Licensed Red Cross-certified instructors from Public Safety, to provide training and instruction material, for various Red Cross training certification courses. This agreement will be for a two (2) year period, April 14, 2020 through April 13, 2022, at no cost to the College.

To ratify a renewal agreement between Rowan College at Burlington County and Getinge USA Sales, LLC, 45 Barbour Pond Drive, Wayne, NJ, 07470, to provide maintenance to equipment for the S.T.E.M./Biology Department, for a one-year term of July 1, 2020 through June 30, 2021, for an amount of \$7,838.00.

To ratify a subscription agreement between Rowan College at Burlington County and Fire Engine RED, Inc., for Fireworks CRM software applications and platforms in admissions

operations for the Student Success Department, for a one-year term, June 1, 2020 through May 31, 2021, for an amount of \$16,500.00. Funded through the CCOG grant.

To ratify an agreement between Rowan College at Burlington County and Guide by Cell, Inc., dba/Engage by Cell, 5610A Granny White Pike, Brentwood, TN, 37027, for Train by Cell, a mobile website application, reports and interface text messaging platform-text message bundle for WIOA, for a one (1) year agreement, December 1, 2019 through November 30, 2020, for an amount of \$7,000.00.

To ratify a service order Agreement between Rowan College at Burlington County and Comcast Corporation, 650 Centerton Road, Moorestown, NJ, 08057, to provide business internet services, to include cybersecurity internet and necessary equipment to the College's TEC Building, for a 36-month term, for a total cost of \$9,940.19, at \$273.34 per month.

To ratify the Alternate Pain Management Grant and Business Associate Agreement between Rowan College at Burlington County and the New Jersey Department of Human Services, Division of Mental Health and Addiction Services (DMHAS), effective May 1, 2020 through September 29, 2021, to use, disclose, create, receive, maintain or transmit protected health information ("PHI") on behalf of the NJDHS in connection with RCBC's performance of its obligations under the Agreement.

To ratify an agreement between Rowan College at Burlington County and Simplicity Corporation, 3003 Washington Blvd., Suite 9, Arlington, VA, 22201, for online software for Career Services for one year in the amount of \$6,734.02.

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

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
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11 Vacant								11

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

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Dr. Michael A. Cioce  
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-03**

**ACCEPTANCE OF CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY  
(CARES) ACT FUNDING**

***WHEREAS***, the U.S. Department of Education CARES Act Higher Education Emergency Relief Fund (HEERF) makes available to colleges and universities funds to provide direct financial aid grant assistance to students, as well as the institution, in response to a variety of disruptions caused by the Covid-19 crisis; and

***WHEREAS***, Rowan College at Burlington County has been awarded **\$3,750,316.00** in such total aid to be split evenly between direct student assistance and institutional support subject to several guidelines for each component; and

***WHEREAS***, the College will develop criteria establishing how the student portion will be distributed and document the institutional spending component, both subject to periodic reporting to the U.S. Department of Education.

***NOW, THEREFORE, BE IT RESOLVED*** by the Trustees of the College, now assembled in public session this 19<sup>th</sup> day of May 2020, that directs the administration to complete all the necessary steps required to apply for, accept, and receive the approved amount of CARES Act funding.

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

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 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-04**

**TO APPROVE PAYMENT ON AN EXISTING CONTRACT TO BLACKBOARD, INC.  
FOR SOFTWARE AND SERVICES RELATED TO A HOSTED COURSE  
MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$223,125.00 FOR  
FISCAL YEAR 2021**

*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 the market leader in the field of on-line course management systems; and

*WHEREAS*, our current contract is paid through June 30, 2020; and

*WHEREAS*, the second year of this two-year contract will be in place and pricing will remain flat throughout fiscal year 2021; 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, 6<sup>th</sup> 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 Acting President recommends the award of this contract to the following vendor: **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6<sup>th</sup> Floor, Washington, DC 20001;

**NOW THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of May 2020, that a payment be made to **Blackboard, Inc.** in the of amount of **\$223,125.00** for fiscal year 2021; 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, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the 2021 Operating Budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said payment is **\$223,125.00** annually. 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)

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Thomas Czerniecki  
Sr. Vice President of Administration & Operations

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

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\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary



**TO ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-05**

**TO AWARD A CONTRACT TO 360 TRANSLATIONS INTERNATIONAL INC.  
TO PROVIDE INTERPRETING SERVICES IN THE AMOUNT OF  
\$70,000.00, ON A BILLABLE HOURLY BASIS,  
FOR FISCAL YEAR 2021**

*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*, Requests for Proposals for RFP-20-10, were advertised on Friday, March 6, 2020 and were opened Thursday, May 7, 2020, at 12:00 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, 2020; 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 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 a contract be 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 19<sup>nd</sup> day of May 2020, 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.

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

I, Thomas Czerniecki, Sr. Vice President Operations and Administration, do hereby certify that adequate funds are available in the Fiscal Year 2021 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 Services)

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Thomas Czerniecki  
Sr. Vice President of Administration & Operations

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

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 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

<b>BID ANALYSIS SHEET</b>
---------------------------

**BID NAME:** *Interpreting Services*  
**BID NUMBER:** *RFP-20-10*  
**ADVERTISED:** *Friday, March 6, 2020 (BCT, Courier Post, Trenton Times, & RCBC Website)*  
**BID OPENING:** *Thursday, May 7, 2020 @ 11:00 AM*

Vendor	Hourly Rate	Weekend / Holiday	Mileage Rate	Compliance
360 Translation Services	\$ 59.00	\$ 63.00	\$ .54.5	Compliant
Integrity, LLC	\$ 70.00	\$ 75.00	Included in Hrly Rate	Compliant
American Sign Language, Inc.	\$ 89.00	\$ 96.00	\$ .58.5	Compliant
Sign Glasses, LLC	\$ 81.00	\$ 81.00	\$ N/A	Compliant
Sign 4U Interpreting Services	\$ 88.00	\$ 90.00	\$ .31	Compliant

**ROWAN COLLEGE at BURLINGTON COUNTY**

**BOARD OF TRUSTEES MEETING**

**May 19, 2020**

**RESOLUTION #2020-140-06**

**TO AWARD A CONTRACT TO NJEDGE.NET FOR THE RENEWAL OF ANNUAL MEMBERSHIP AND ASSOCIATED NETWORK SERVICES IN THE AMOUNT OF \$178,464.76 FOR FISCAL YEAR 2021**

**WHEREAS**, **NJEDge.net**, a non-profit corporation of the New Jersey Presidents' Council, is a broadband statewide network designed to enhance the teaching, research and public service missions of New Jersey's colleges and universities; and

**WHEREAS**, the College uses **NJEDge.net** connection to their private statewide network in order to provide higher bandwidth applications such as video conferences, video classes, Internet and Internet II; and

**WHEREAS**, in addition to the network services, RCBC receives the following benefits as a member of NJ EDge:

- Access to NJEDge.Net team of technical consultants, network engineers and education professionals
- Participation in Edge.Networks - an alliance of member-driven activity groups that investigate pedagogies, methodologies and technologies in the academic community
- Attendance at Events – Annual Conference, Best Practices Showcase, monthly webinars and face-to-face workshops
- Communication forums through discussions, blogs and mailing lists
- Training in innovative teaching tools for faculty
- Training in emerging technologies for professional and technical staff
- E-rate assistance
- RFP assistance
- Eligibility to purchase from NJEDge.Net publicly bid contracts
- Discounted voice minutes based on publicly bid RFP
- Maintenance to cover software licenses for VMware server environment.

The annual fees for NJEDge services, (July 1, 2020– June 30, 2021) for a total of \$178,464.76 are as follows:

- Network Services - \$149,850.60
- NJEDge Membership - \$12,000.00
- VMWare software license and support - \$16,614.16

**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**, **NJEdge.net** completed and submitted a Business Entity Disclosure Certification which certifies that **NJEdge.net** 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 **NJEdge.net** 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., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.10, it appears in the best interest of the College to award a contract to **NJEdge.net**, P.O. Box 18110, Newark, NJ 07191-8110; 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) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.10, the President recommends the award of this contract to the following vendor: **NJEdge.net**, P.O. Box 18110, Newark, NJ 07191-8110; and

**WHEREAS**, as a state authorized Education Services Corporation, **NJEdge.net** holds Lead Agency status. Under this designation, **NJEdge.net** has issued RFPs and negotiated pricing contracts for strategic partnerships on behalf of our membership, enabling members to obtain products that are in high demand at the most cost-competitive pricing available; and

**WHEREAS**, **NJEdge.net** holds designation as a Cooperative Pricing System (DCA #269EMCP) as approved by the New Jersey Department of Community Affairs (DCA) in 2018. This designation enables **NJEdge.net** to issue RFPs on behalf of the entire public sector community in New Jersey and beyond, in addition to Edge's current membership. Moving forward, all RFPs will be issued via our Cooperative Pricing System status and made accessible to existing members and the wider community;

**NOW THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of May 2020, that a contract be awarded to **NJEdge.net** in the amount of \$178,464.76.

**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, Thomas Czerniecki, Sr. Vice President Operations and Administration, do hereby certify that adequate funds are available in the Fiscal Year 2021 Operating Budget to pay for the contract between Rowan College at Burlington County and **NJEDge.Net**.

The money necessary to fund said contract is **\$178,464.76**. 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)  
1-00800-9701 (Information Technology, Service Contracts)

\_\_\_\_\_  
Thomas Czerniecki  
Sr. Vice President of Administration & Operations

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-07**

**TO AWARD A CONTRACT TO DIVERSIFIED DISPLAY PRODUCTS FOR THE  
PURCHASE OF A WIDE FORMAT HYBRID PRINTER IN THE AMOUNT \$50,995.00**

*WHEREAS*, the College's Print and Mail Facility has a need to purchase a replacement wide format hybrid printer; and

*WHEREAS*, the current wide format printer has outlived its useful life and can no longer be repaired because replacement parts are not available or are cost prohibitive; and

*WHEREAS*, this printer will enable the college to meet the needs of both internal and external customers for years to come; and

*WHEREAS*, a bid, RFB-20-13, was advertised on Monday, March 9, 2020 and opened on Thursday May 7, 2020 at 10:00 AM; and

*WHEREAS*, two (2) bidders responded to the bid; and

*WHEREAS*, it has been determined that **Diversified Display Products** has the experience and expertise to provide these goods and services to the College; and

*WHEREAS*, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) it appears in the best interest of the College to award to **Diversified Display Products**, 777 Ramsey Avenue, Hillside, NJ 07205; and

*WHEREAS*, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends the award of this contract to the following vendor **Diversified Display Products**, 777 Ramsey Avenue, Hillside, NJ 07205;

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of May 2020, to approve the contract to **Diversified Display Products**, in the amount \$50,995.00.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the 2020-21 Plant Funds Budget to pay for the contract between Rowan College at Burlington County and Diversified Display Products. The money necessary to fund said payment is **\$50,995.00**. 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:

6-05095-9815 (Minor Capital FY19-20, Spec. Purpose Equipment)

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Thomas Czerniecki  
Sr. Vice President of Administration & Operations

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

<b>BID ANALYSIS SHEET</b>
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*BID NAME:* Purchase of Wide Format Hybrid Printer  
*BID NUMBER:* RFB-20-13  
*ADVERTISED:* Friday, March 9, 2020 (BCT, Courier Post, Trenton Times, & RCBC Website)  
*BID OPENING:* Thursday, May 7, 2020 @ 10:00 AM

<b>Bidder</b>	<b>Total Bid</b>	<b>Compliant</b>
<b>Diversified Display Products</b>	<b>\$50,995.00</b>	<b>YES</b>
<b>RICOH USA</b>	<b>\$88,936.40</b>	<b>YES</b>

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-08**

**TO REJECT PROPOSALS AND RE-ADVERTISE FOR A QUALIFIED LIST OF  
COLLECTION AGENCIES TO BE USED BY THE COLLEGE OFFICE OF  
STUDENT ACCOUNTS**

*WHEREAS*, the College may have a need for qualified firms to perform services in the area of bad debt collections on our behalf; and

*WHEREAS*, a Request for Proposal was advertised and released on Tuesday, March 10, 2020 and were opened, Thursday, May 7, 2020 at 11:00 AM; and

*WHEREAS*, six (6) firms responded to the request for proposal; and

*WHEREAS*, in accordance with P.L. 1982 c.189 (C.18A:64A-25.15) it appears in the best interest of the College to reject all proposals; and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of May 2020, that the Board rejects all proposals and re-advertise for these services.

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**B. Personnel Committee:** Chair George Nyikita reported in Committee Chair Kevin Brown's absence:

Chair Nyikita announced that the Personnel Committee met on Wed., May 13, 2020, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Chair Nyikita proceeded with a review of Tab 9 for the Board's consideration:

**Personnel Committee Action (Resolution(s) for Approval)**

**Tab #9:** Resolution #2020-140-09, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 9, as recommended by the Personnel Committee. With a motion by Trustee Dorion Morgan and a second by Trustee Jamie Martin, the Board approved Resolution 9 with all in favor and none opposed. There were no questions.

This concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION #2020-140-09**

**RESOLUTION FOR 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;

Kate Curtis Gonzalez as Student Services Generalist at \$43,000. Serving as Acting Assistant Director, Advising & Retention effective 6/1/20 to 11/15/20 at \$49,000; 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;

Douglas Nicholson as Adjunct Coordinator in STEM effective 5/1/20; and

**Salary Adjustments**

None; and

**Title Changes**

Julie Ritter as Director of Accounting (no salary change);

Jarrett Kealey as Interim Dean, Enrollment Management at \$95,000 effective 5/15/20 to 11/15/20;

Cara Lawton as Acting Director, Advising & Retention at \$60,000 effective 5/15/20 to 11/15/20;

Virginia Fattorini as Interim Benefits Specialist/Human Resources Generalist at \$57,000 effective 6/1/20-12/31/20;

Marissa Fernandez as Interim Assistant Director of Human Resources at \$68,000 effective 6/1/20-12/31/20;

Brooke Michael as Interim FT Program Delivery Specialist at \$32,000; 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;**

Franklin, Brent; Drummond, Thaddeus; Atterberry, Adrienne; and

**Adjuncts, Nursing and Health Sciences;**

None; and

**Part-Time Trainers;**

Goyins, Victoria; Dattner, Robert; and

**EMT Trainers/EMT Aides;**

None; and

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

Deborah Barrows, Adjunct, Liberal Arts;  
Anat De-Medonsa, Adjunct, STEM;  
Bob Brzozowski, PT Program Coordinator, STEM;  
Robert Roach, Instructor, STEM;  
Thea Olson, Associate Director of NJ Transfer;  
Sewon Kim, Computer Systems Engineer, NJ Transfer;  
Margaret Dillon, Adjunct, STEM;  
Michael Yakubov, Dean of Enrollment Management, EMSS; 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;

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**, that the Board of Trustees, now assembled in public session this 19<sup>th</sup> day of May 2020, 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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**C. Academic Committee:** Committee Chair Jamie Martin reported:

Trustee Martin announced that the Academic Committee met on Thurs., May 14, 2020, and the Committee discussed a variety of items.

**Academic Committee Action (Resolution(s) for Approval)**

**Tab #10:** Resolution #2020-140-10, A Resolution to approve the application for and acceptance of the fiscal year 2021 Strengthening Career and Technical Education (CTE) for the 21st Century Act (Perkins V) from the New Jersey Department of Education, in the amount of \$437,085.00

**Tab #11:** Resolution #2020-140-11, A Resolution to approve the adoption of temporary changes to Board of Trustee Policies 202, 204 and 217

Chair Nyikita requested a motion to move Tabs 10 and 11, as recommended by the Academic Committee. With a motion by Trustee James Kerfoot and a second by Trustee Mickey Quinn, the Board approved Resolutions 10 and 11 with all in favor and none opposed.

The Chair invited questions and there were none. This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
MAY 19, 2020**

**RESOLUTION #2020-140-10**

**APPROVAL TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2021  
STRENGTHENING CAREER AND TECHNICAL EDUCATION (CTE) FOR THE 21ST  
CENTURY ACT (PERKINS V) FROM THE NEW JERSEY DEPARTMENT OF  
EDUCATION, IN THE AMOUNT OF \$437,085**

***WHEREAS***, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the New Jersey Department of Education (NJDOE), Office of Career and Technical Education, that it is eligible for funding in the amount of \$437,085.00 for fiscal year 2021; and

***WHEREAS***, Rowan College at Burlington County believes there is a need for funding to improve academic career and technical education programs; and

***WHEREAS***, fiscal year 2021 Perkins V grant resources will be used to improve teaching and instruction of College career and technical education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions and student services. Perkins V funding will also be used for allowable activities related to career services, tutoring, student success, professional development and institutional research; and

***WHEREAS***, to facilitate student instruction, using relevant, up-to-date programming that meets business and industry standards, fiscal year 2021 Perkins V grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for academic programs such as: Health Information Technology, Geospatial, Human Services, Electronic Engineering Technology, Mechanical Engineering Technology, Nursing, Biotechnology, Diagnostic Medical Sonography, Culinary Arts, Radiography, Dental Hygiene, Fashion Design, Entertainment Technology, Photography, Cybersecurity, and Criminal Justice. The type of instructional equipment, materials and supplies that may be purchased includes industry-required equipment, laboratory supplies, print and database resources, instructional software and computers; and

***WHEREAS***, Rowan College at Burlington County agrees to develop the Postsecondary Federal/State Vocational Fiscal Year 2021 One-Year Spending Plan in accordance with the Fiscal Year 2021 Perkins V Grant Guidelines, and all other appropriate state and federal rules and regulations; and

***WHEREAS***, submission of the One-Year Spending Plan to the NJDOE, Office of Career and Technical Education, and approval by the Board of Trustees are required for funding approval;

***NOW, THEREFORE, BE IT RESOLVED***, that the Board of Trustees, assembled in public session this 19<sup>th</sup> day of May 2020, hereby authorizes the College to apply for and to accept the Perkins V Fiscal Year 2021 funding amount of \$437,085.00.

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Renee Liciaga								4
5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 19, 2020**

**RESOLUTION 2020-140-11**

**TO APPROVE THE ADOPTION OF TEMPORARY CHANGES  
TO BOARD OF TRUSTEE POLICIES 202, 204 AND 217**

***WHEREAS***, the College has sought to provide accommodations to students to minimize any negative impacts due to the extraordinary circumstances of the Spring 2020 semester and the Coronavirus pandemic; and

***WHEREAS***, there is a need to temporarily adjust and modify some elements of the established RCBC Board of Trustee policies concerning academic polices and academic grading; and

***WHEREAS***, the College recommends making a temporary modification to Policy No. 202, Academic Policies of the College (re: Academic Dismissal), where any student with a Spring 2020 semester GPA falling below 2.0, and who has previously been on academic probation, will not be moved to dismissal status; and

***WHEREAS***, the College recommends making a temporary modification to Policy No. 202, Academic Policies of the College, and Policy No. 204, Academic Grading System (re: 'Pass/No Credit' Grades), where RCBC's grading system, for courses taken during the Spring 2020 semester, will include a student-initiated request for a 'Pass' or 'No Credit' grade officially notated on the student's transcript; and

***WHEREAS***, the College recommends making a temporary modification to Policy No. 217, Student Grade Appeals (re: Grade Appeals Process), for courses taken during the Spring 2020 semester, where a review by the Chief Academic Officer, or designee, will be added to the grade appeal process after the required Step 1: the student meeting with the course professor, and Step 2: a review and recommendation by the division dean, so that a detailed review can occur and a judgment made regarding the suitability of the appeal to move forward to the Grade Appeal Committee at Step 3.

***NOW, THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of May, 2020, that the above outlined Board of Trustee Policies will be temporarily modified for the Spring 2020 semester.

**\*\*\*\*\*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, May 19, 2020** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
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5 Jamie Martin								5
6 Daryl Minus-Vincent								6
7 Dorion Morgan								7
8 George Nyikita, Chair								8
9 Gino Pasqualone								9
10 Mickey Quinn								10
11 Vacant								11

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

\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary



**COMMENTS FROM THE PUBLIC**

Chair Nyikita invited comments from the public. There were no questions submitted in advance to the President by email and there were no virtual comments from the public.

**COMMENTS FROM THE BOARD**

Chair Nyikita invited comments from the Board of Trustees. The Chair noted that it has been a difficult time for everyone, individually and collectively, as a Board, College and community. Everyone is doing all they can to maintain a continuity of programs and educational vision. It takes a lot of thought and work, especially while people are dealing with their own lives and homeschooling children. Chair Nyikita thanked all employees who have been working continuously through this difficult time and for keeping the College on the right track.

Trustee Dorion Morgan thanked President Cioce for preparing a video for his birthday. The church put something together and Dr. Cioce was a part of it. Trustee Morgan expressed his appreciation for being a part of this Board. He considers Dr. Cioce a wartime President having started during a tumultuous situation, going through the recent Middle States accreditation, and now through Coronavirus. His hat is off to him and his leadership. He thanked President Cioce and the Board for their support.

President Cioce remarked that we spent Trustee Morgan's birthday together on stage last year during the 2019 Commencement Ceremony and this year we spent it in our basements.

**OTHER BUSINESS**

There was no other business.

**ADJOURNMENT OF PUBLIC SESSION**

Chair Nyikita called for a motion to adjourn the Public Session. There was no need for an Executive Session. With no further business, Trustee James Kerfoot made the motion, second by Trustee Dorion Morgan, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:53 P.M.

Respectfully submitted,

Dr. Michael A. Cioce  
Board Secretary

MAC:imd