Secretary’s Note: The regular meeting was called to order after the reorganization meeting.

I. CALL TO ORDER REGULAR SESSION

On Tuesday, November 28, 2006, at 7:20 p.m. Chairperson Robert Boyer called to order the regular session.

II. STATEMENT OF ADEQUATE NOTICE

In compliance with the “Open Public Meetings Act” of the state of New Jersey adequate notice of this regular meeting of the ACCC Board of Trustees was provided by posting at the bulletin board “J” Building, main campus; the Charles D. Worthington Atlantic City Campus; the Cape May County Campus; and copies were mailed to the clerks of the Board of Chosen Freeholders of Atlantic and Cape May counties on November 17, 2006.

III. FLAG SALUTE

Chairperson Boyer asked everyone to rise and salute the flag. Everyone rose, saluted the flag, and recited the Pledge of Allegiance.

IV. ROLL CALL

<table>
<thead>
<tr>
<th>College Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynn G. Baumgardner</td>
</tr>
<tr>
<td>Robert J. Boyer</td>
</tr>
<tr>
<td>Dr. Elizabeth A. Dworsky</td>
</tr>
<tr>
<td>David A. Evans</td>
</tr>
<tr>
<td>Brian G. Lefke</td>
</tr>
<tr>
<td>Dr. Daniel G. Loggi</td>
</tr>
<tr>
<td>Mary B. Long</td>
</tr>
<tr>
<td>Andrew W. Melchiorre</td>
</tr>
<tr>
<td>Dr. Albert A. Monillas</td>
</tr>
<tr>
<td>Eric Reynolds</td>
</tr>
<tr>
<td>Cristie Ricciotti</td>
</tr>
<tr>
<td>Maria Ivette Torres</td>
</tr>
<tr>
<td>Helen W. Walsh</td>
</tr>
<tr>
<td>Dr. Peter Mora</td>
</tr>
<tr>
<td>Douglas Hedges</td>
</tr>
<tr>
<td>Patricia Owens</td>
</tr>
<tr>
<td>Dr. Richard Perniciaro</td>
</tr>
<tr>
<td>Dr. Joseph Rossi</td>
</tr>
<tr>
<td>Bobby Royal</td>
</tr>
<tr>
<td>Carmen Royal</td>
</tr>
<tr>
<td>Terry Sampson</td>
</tr>
<tr>
<td>Cathie Skinner, CPA</td>
</tr>
<tr>
<td>Dr. Art Wexler</td>
</tr>
<tr>
<td>BettyAnn Inloes Hines</td>
</tr>
<tr>
<td>Brittany Williams</td>
</tr>
<tr>
<td>Louis J. Greco, Esquire</td>
</tr>
</tbody>
</table>

Others in Attendance

George Boileau, Atlantic County Treasurer
Christine Cote, Cape May County Herald

V. CALL TO ORDER EXECUTIVE SESSION

Chairperson Boyer called for an executive session and asked the public and all college employees to leave except for Drs. Mora and Rossi.
Dr. Monillas expressed his concern that the executive session was not held after the regular meeting in consideration of the public’s time.

Chairperson Boyer suggested that this topic be revisited at the next Board meeting.

**Secretary's Note:** At 7:48 p.m. the regular session reconvened.

VI. **APPROVAL OF REGULAR AND EXECUTIVE SESSION MINUTES ON OCTOBER 24, 2006**

Chairperson Boyer asked for approval of the regular and executive session minutes for October 24, 2006, if there were no changes.

Dr. Monillas moved and Dr. Dworsky seconded approval of the regular and executive session minutes for October 24, 2006.

ROLL CALL: AYES, ABSTENTION (Mr. Melchiorre)

VII. **COMMENTS FROM PUBLIC ON AGENDA ITEMS**

None

VIII. **REPORTS OF OFFICERS AND AGENTS**

A. **Financial Report:** Dr. Dworsky asked everyone to refer to the ACCC Board of Trustees Financial Report Executive Summary (blue report). She stated that the October 31, 2006, margin is $4,359,042 and the college earned 46.75% and expended 33.11%. If the present financial course is maintained, the college will obtain the budgeted financial margin for this year.

Mr. Melchiorre moved and Ms. Long seconded the acceptance of the October 31, 2006, financial report.

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky asked Ms. Sampson to read Resolution #29, Award of Bids, and give specifics.

Dr. Dworsky moved and Ms. Long seconded the following:

- Open Quote 6 Microsoft Campus License Renewal (ITS operational budget FY’07/’08) $27,394.08
  - Educational Resources
  - Elgin, IL

- Bid Exempt 497 Furniture, State Contract for ISE (R & R FY’07) $50,000.00
  (replaces purchase approved in August 2005, Res. #14)
  - W. S. Goff
  - Pleasantville, NJ
Bid Exempt 498  GSA State Contract – 2 Copiers, Docutech/Color, $375,660.00
5 year lease purchase (Print Shop FY’07-’12)

Xerox
Marlton, NJ

Bid Exempt 499  GSA State Contract – Copier "J" building, second floor, $41,342.40
5 year lease purchase (Print Shop FY’07-’12 – back charged to departments)

Xerox
Marlton, NJ

Bid 1661  Construction Phase II Atlantic City, Chapter 12
        EDA Grant Phase II Chapter 12 $346,137.35
        Phase II EDA Grant $897,424.90
        Info. Commons, Chapter 12 $395,922.75

MB Markland Contracting Co.
Atlantic City, NJ
(alternate remove and replace DX units under discussion for possible P.O. in December)

Bid Exempt 500  Interagency agreement – project management, $75,040.00
Atlantic City Construction Project, Chapter 12 EDA Grant
        Phase II Chapter 12 $36,000.00
        Phase II EDA Grant $24,000.00
        Info. Commons, Chapter 12 $15,040.00

Atlantic County Improvement Authority

Dr. Monillas asked a question about Bid Exempt 497 which Ms. Sampson answered.

Ms. Walsh asked a question about Bid 1661 which Ms. Sampson answered.

Chairperson Boyer asked if there were any other questions.

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky explained and moved and Mr. Evans seconded the following:

WHEREAS, on August 8, 2006, the New Jersey State Council on the Arts awarded funding of $18,000 for a Facilities Study/Space Bank Initiative Co-Sponsored Grant, and

WHEREAS, under the terms of the grant, the amount of $18,000 shall be used for the purpose of providing continuation funding of the Facilities Study/Space Bank Initiative as described in the approved application filed with the New Jersey Council on the Arts in April 2006 which was used as the basis for awarding the grant (see attached), and

WHEREAS, the grant shall be administered and monitored in accordance with the appropriate State and Federal Regulations.

THEREFORE BE IT RESOLVED that the Board of Trustees authorizes acceptance of a Facilities Study/Space Bank Initiative Co-Sponsored Grant in the amount of $18,000 for FY2007.

Chairperson Boyer asked if there were any questions.

ROLL CALL: ALL AYES, NO NAYS
Dr. Dworsky explained and moved and Ms. Long seconded the following:

WHEREAS, the New Jersey Department of Labor (NJDOL) through its Literacy Contract has awarded funding for literacy and workforce training, and

WHEREAS, the NJDOL funds training to prepare potential workers in emerging growth industries of retail and hospitality, and

WHEREAS, ACCC will use NJDOL funds for sales and service and ESL programs at the Institute for Service Excellence at the Hamilton Mall, and

WHEREAS, the amount of the grant is $409,700 for 2006-2007 from October 20, 2006, through October 19, 2007.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to accept the New Jersey Department of Labor Literacy Contract from October 20, 2006 through October 19, 2007, for a maximum of $409,700.

Ms. Baumgardner asked what this money was for.

Dean Owens said that this is operational monies for training programs, and it is a new contract for training services.

Ms. Torres asked what the students would pay.

Dean Owens stated that the programs are free for the unemployed, underemployed, newly arrived and ready to work.

Chairperson Boyer asked if there were any more questions.

ROLL CALL: AYES, ABSTENTIONS (Dr. Monillas, Mr. Reynolds)

Ms. Long explained and moved and Ms. Walsh seconded the following:

WHEREAS, the New Jersey Department of Labor and Workforce Development (DOLWD) is soliciting applications to fund incumbent worker training, and

WHEREAS, the DOL funds training for incumbent workers in ESL, Leadership Training, Team Building, Microsoft Office and other areas and

WHEREAS, ACCC will partner with Borgata, Tropicana, Trump Entertainment and Harrah’s Entertainment to deliver training to their employees (see attached), and

WHEREAS, the amount of the proposed contract is $1,227,365 for 2007 from January 1, 2007 through December 31, 2007,

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for a Customized Training Grant with the New Jersey Department of Labor and Workforce Development from January 1, 2007 through December 31, 2007, for a maximum of $1,227,365.

Chairperson Boyer asked if there were any questions.

ROLL CALL: AYES, ABSTENTIONS (Dr. Loggi, Dr. Monillas, Mr. Reynolds)
Chairperson Boyer asked Dean Skinner to review with the Board Resolution #33 which asks for the Board to approve said transfer of $500,000 from the FY’06 year-end unrestricted fund balance to the FY’07 unrestricted Plant Fund for potential remediation problems being fined and/or cited by the EPA. The college volunteered to participate in a Peer Environmental compliance Audit Program sanctioned by the EPA.

Dean Skinner read and explained the resolution. Dean Skinner and Ms. Sampson answered the Board members’ questions.

The Board engaged in an intensive discussion about the resolution and the attached listing.

Dr. Dworsky moved and Ms. Long seconded.

A roll call vote was taken.

<table>
<thead>
<tr>
<th>Board Member</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynn G. Baumgardner</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Robert J. Boyer</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dr. Elizabeth A. Dworsky</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>David A. Evans</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Brian G. Lefke</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dr. Daniel G. Loggi</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mary B. Long</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Andrew W. Melchiorre</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dr. Albert A. Monillas</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Eric Reynolds</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Cristie Ricciotti</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Maria Ivette Torres</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Helen W. Walsh</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

The vote was a tie and the motion was defeated.

The resolution will be reconsidered at the December Board meeting.

Ms. Skinner read Resolution #34 and explained the attached Fiscal Year 2006-2007 Fall Budget Revision.

Dr. Dworsky moved and Ms. Long seconded the following:

WHEREAS, Atlantic Cape Community college has developed the need to revise the original FY’07 unrestricted budget as previously adopted, and

WHEREAS, the previously approved unrestricted budget consists of revenues of $34,964,625 including a fund balance transfer of $815,840 and expenditures of $34,964,625, and

WHEREAS, increases in revenue will offset unanticipated expenditures, increase contingency funds and reduce the fund balance transfer (see attached Fiscal Year 2006-2007 Fall Budget Revision), and
WHEREAS, said increases to budgeted revenue and expenditures are $898,412 and $436,916 respectively.

THEREFORE BE IT RESOLVED that the Board of Trustees approve the amended unrestricted FY'07 budget consisting of revenue of $35,490,246 inclusive of fund balance transfer of $443,049 and expenditures of $35,490,246.

Chairperson Boyer asked if there were any questions.

ROLL CALL: ALL AYES, NO NAYS

B. President’s Report: Dr. Mora spoke on the following items.

- Dr. Mora was a guest on the radio show on 96.1 FM with Atlantic City Mayor Robert Levy which aired on November 18. Dr. Mora discussed the 40th Anniversary, ACA’s 25th Anniversary, Master Plan, Health Professions Institute, WACC expansion, Institute for Service Excellence at Hamilton Mall, Rutgers University, and new communications and technical studies degrees.

- Dr. Mora was appointed by the NJ Presidents Council to the Commission on Higher Education’s Taskforce on the current Master Plan for Higher Education in New Jersey (as the representative for the community college sector) also known as the “Blueprint for Excellence.” The Taskforce is comprised of representatives from Rutgers, NJIT, Commission on Higher Education and the NJ Association of Colleges and Universities.

- Dr. Mora recognized the achievements of the ACCC archery team which were memorialized recently in a championship plaque by the United States Intercollegiate Archery Division (plaque located on the back table). The plaque is on loan to the college for the next year and it will be on display at all three campuses. Dr. Mora congratulated Coach Helen Bolnick, Dean Carmen Royal, and the Athletics Program.

- Dr. Mora represented the NJ Council on County Colleges as a panelist at the 91st Annual NJ League of Municipalities Conference in Atlantic City. The college was awarded with a certificate of appreciation which was on display on the back table with related materials.

- At the Atlantic County League of Municipalities Annual Dinner, Dr. Mora served as the keynote speaker. His presentation was on the role of community colleges in Workforce Development.

- Dr. Mora asked Dean Carmen Royal to talk about the two ACCC students named as NJ STARS student ambassadors to the NJ Council of County Colleges.

  Dean Royal said that Kathryn Ridge and Phillip Stepler are the NJSTARS student ambassadors. Ms. Ridge is a graduate of Middle Township High School, and Mr. Stepler is a graduate of Burlington County Institute of Technology.

- Dr. Mora asked Dean Wexler to talk about the New York City “138th Annual Salon of Culinary Art” competition where the Academy of Culinary Arts student team won two gold medals in the centerpiece and meat categories.

  Dr. Wexler gave additional details on the students and their creations.

- Dr. Mora asked Dean Owens to give information on the awards won by the College Relations Department for fundraising and public relations. Dean Owens said that at the recent National Council for Marketing and Public Relations District I Conference, the College Relations Department received the following Medallion Awards (awards were on display at the back table).
Gold Award for the ACCC website
Silver Award for the Kids College class schedule
Bronze Award for the Annual Report
Bronze Award for the 40th Anniversary logo design

- Dr. Mora also noted that he attended Professor Keith Forrest’s News Writing Class and answered student questions about topics ranging from the Master Plan to free speech. This is a new class introduced as a component of the college’s new communications degree option.

- Dr. Mora asked Dean Owens to talk about her ongoing column in Casino Connection Magazine.

Dean Owens stated that Casino Connection Magazine (on display on the back table) is a monthly magazine for casino employees. She has a standing education column in the magazine. The November column highlighted the college’s role in working with the gaming industry of Atlantic City to create what is considered a national training model.

- Dr. Mora showed a video of TV Channel 40 news on the presentation of an $11,000 check by Mr. Ed Graham, Chairman and CEO of South Jersey Industries to ACCC students that complete the School Counts! Program. This is a scholarship campaign where South Jersey Industry customers elect to donate $1.00 a month through their gas bill. High school students are eligible to receive a scholarship to offset the cost to attend college. Mr. Steve Bruner, Executive Director of the Atlantic/Cape May Workforce Investment Program, also provided remarks. The WIB is a partner in delivering the School Counts! Program. The event was also attended by participating students and high school counselors.

Chairperson Boyer asked if there were any questions for Dr. Mora.

IX. REPORTS OF COMMITTEES AND INDIVIDUAL TRUSTEES

A. ACCC Foundation: Dr. Monillas gave the report for the ACCC Foundation and Mr. Reynolds gave an update on the 2007 Gala solicitations (see attached). The committee minutes of the November 9, 2006, committee meeting are also attached.

B. Academic & Student Affairs: Mr. Reynolds stated that the Academic and Student Affairs committee meeting was cancelled due to the Thanksgiving holiday.

C. Budget, Finance and Audit Committee: The Budget, Finance and Audit Committee minutes for November 21, 2006, are attached.

D. Long-Range Planning and Capital Projects: Dean Perniciaro gave highlights of the Long-Range Planning and Capital Projects November 20, 2006, conference call minutes (see attached).

E. Minority Affairs: Ms. Baumgardner said that the Minority Affairs Committee met on October 26, 2006, and November 16, 2006, and the minutes are attached.

Ms. Baumgardner noted that Mr. Reggie Fullwood, a West Point alumnus and vice president of table games at Harrah’s, has joined the committee.
Ms. Baumgardner explained and moved and Ms. Torres seconded the following:

WHEREAS, the charge of the Minority Affairs Committee to the Board of Trustees includes a review of "staff and faculty recruiting and hiring practices along with student recruitment and enrollment processes" and review of "academic and student support services designed to encourage, retain and graduate minority students and participants in such programs," and

WHEREAS, in accordance with Resolution #44, adopted on December 14, 1993, the Minority Affairs Committee has and is continuing to explore the possibilities of providing expertise to area primary schools in consortia with area businesses (adopt-a-school program concept), and

WHEREAS, changes in the perception of affirmative action programs across the United States have caused the committee to re-evaluate its formal title, and

WHEREAS, the committee desires that its label reflect a role of fostering fairness to the total college community.

THEREFORE BE IT RESOLVED, that the Board approve a name change from Minority Affairs Committee to Diversity and Equity Committee.

ROLL CALL: ALL AYES, NO NAYS

F.  Personnel: The Personnel Committee met on November 20, 2006, and the minutes are attached.

Mr. Evans read and moved and Dr. Dworsky seconded the following:

It is respectfully recommended that the Board approve the following:

Appointment

Carolyn Coulter, Assistant Professor of Sociology, effective January 16, 2007, at a pro-rated salary of $21,533

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky stated that the old Board of Trustees By-Laws and the revised Board of Trustees Bylaws (draft) received in the Board packet were the first reading. The Board will receive another copy next month for the second reading. Trustees were asked to provide any feedback on the bylaws to the Personnel Committee. The bylaws were modeled after Brookdale Community College. The revised bylaws are more comprehensive and make the information helpful for new Board members so they understand the organization pattern and their responsibility.

Dr. Dworsky thanked former Chairperson Lefke for his service as chairperson over the years.

X.  OTHER BUSINESS

Chairperson Boyer asked if there was any other business before the Board.
Mr. Melchiorre stated that the high school reform act is active in 26 states in the country and is coming to New Jersey. As a result of businesses dealing with young people, businesses feel that 40% are not set to go into a job or college. Colleges have also experienced like results. Community colleges it seems would be well suited for partnership in this venture. Mr. Melchiorre added that this is a golden opportunity for the college to become involved at a county level with all of the high schools. It is a chance to increase our enrollment. They could spend half a day at the college campus. This is something that will provide the college with opportunities.

XI. COMMENTS FROM THE PUBLIC

Chairperson Boyer asked if there were any comments from the public.

Chairperson Boyer thanked the Board for their vote of confidence.

Chairperson Boyer stated that he would lead the Board to the charge of what they need to do day-to-day and on a monthly basis. He wanted all of the Board members to be active and stay connected with one another.

Chairperson Boyer thanked former chairperson Mr. Lefke for his guidance over the last two years. He noted that Mr. Lefke was a committed trustee and under his leadership was the basis for the bylaws documentation.

"It is a hard act to follow but there is a good foundation. I appreciate everything Mr. Lefke has done for the college," said Chairperson Boyer.

Chairperson Boyer said that he finally wanted to focus on what is before the Board. He stated that over the last year we have a Middle States response review to complete by September of next year. The focus of the Board is to approve the college plan.

Chairperson Boyer said that secondly, the facilities Master Plan needs Board approval and the identification of programmatic and facilities needs under Long-Range Planning and Capital Projects. The Institute of Service Excellence at the Hamilton Mall will open in January. He was also looking forward to the expansion of the Worthington Atlantic City Campus and the acquiring of additional property. In addition, there is the budget stabilization plan which is being conducted by Dr. Mora and the initiation of Board Development by Dr. Dworsky.

"We have a full plate and we must stay focused," said Chairperson Boyer.
Chairperson Boyer wanted everyone on the Board to see themselves as ambassadors for the college, and he wanted them to look forward to the things they must support. He wanted the Board to go out and speak on what is dear to them about the college.

“We have a real good start, and I am pleased with the last couple of years under Mr. Lefke’s leadership,” said Chairperson Boyer.

XII. MOTION FOR EXECUTIVE SESSION PRIOR TO REGULAR MEETING ON DECEMBER 12, 2006

The following resolution was introduced by (Mr. Lefke) and seconded by (Mr. Reynolds):

RESOLVED: At a public meeting of the Board of Trustees to be held on December 12, 2006, that pursuant to Section 7 and 8 of the “Open Public Meetings Act,” the following subject(s) may be discussed in an executive session of the Board of Trustees closed to the public:

- personnel and litigation

It is presently anticipated that the items mentioned in this resolution can be disclosed to the public within three months.

ROLL CALL: ALL AYES, NO NAYS

XIII. ADJOURNMENT

On motion of Mr. Reynolds and second by Dr. Dworsky, the regular session was adjourned at 9:07 p.m. in the Board Room second floor “J” Building, Atlantic Cape Community College, Mays Landing, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary