CALL TO ORDER REGULAR SESSION

On Tuesday, December 16, 2008, at 7:00 p.m. Chairperson Talvacchia called the meeting to order.

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 Atlantic Cape Community College Board of Trustees was provided by posting at “J” Building main campus; the Charles D. Worthington Atlantic City Campus, the Cape May County Campus and copies were mailed to the clerks of Atlantic and Cape May counties and the clerks of the Board of Chosen Freeholders of Atlantic and Cape May counties on December 5, 2008.

FLAG SALUTE

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

ROLL CALL

<table>
<thead>
<tr>
<th>College Personnel</th>
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<tbody>
<tr>
<td>Lynn G. Baumgardner</td>
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<td>Thomas J. Dowd</td>
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<td>Dr. Elizabeth A. Dworsky</td>
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<td>David A. Evans</td>
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<td>Donald J. Parker</td>
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<td>Eric Reynolds</td>
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<td>Nicholas F. Talvacchia</td>
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<td>Maria Ivette Torres</td>
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<th>Others in Attendance</th>
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<tr>
<td>Jane Lugo, Atlantic Co. Treasurer &amp; CFO</td>
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<tr>
<td>Stephen Bruner, Exec. Dir., Atlantic/Cape May WIB</td>
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<tr>
<td>Loretta Dicker, ACCC Employee</td>
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<td>Otto Hernandez, ACCC Employee</td>
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CALL TO ORDER EXECUTIVE SESSION

Chairperson Talvacchia announced that there was no need for an executive session this evening.

COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None
VII. REGULAR SESSION

Chairperson Talvacchia informed the Board that based on their responses to the Annual Trustee Form, Committees: Application for Service and discussions with them individually, he made the 2008-2009 committee appointments. They are effective after this meeting (see form in 2008-2009 Information Packet). So the Board members can focus on the committees, he reduced the committee assignments from three to two. Because he has ex officio status, he did not appoint himself to a committee.

Secretary's Note: The Board of Trustees 2008-2009 Information Packet was distributed in the Board and senior staff pad folios.

Chairperson Talvacchia said that he would like to change the agenda sequence so Dr. Mora can give information on two items on his President’s Report.

Dr. Mora said that Dean Wexler will be reporting on the November 19, 2008, Geographic Information Systems (GIS) Day held at all three campuses, and Dean Gentile will be reporting on the open houses for the unemployed and underemployed held at the campuses on December 4, 2008.

Dean Wexler said that GIS is an exciting new development through the initiative of the college’s Computer Information Systems Department--Professor Otto Hernandez, Department Chairperson CIS, and Professor Loretta Dicker, Assistant Professor of Computer Information Systems. “GIS is referred to as the technology for the 21st century. A technology that has a far reaching application,” said Dean Wexler. It is used for everything from law enforcement, utility industries, planning boards, demographical assessment, economic development, etc. He said that this technology is starting to take off.

A GIS is a Geographic Information System. GIS software represents features on the earth, such as buildings, cities, roads, rivers, and states, on a computer. People use GIS to visualize, question, analyze, and understand this data about the world and human activity. Often, this data is viewed on a map, which provides an advantage over using spreadsheets or databases.¹

¹ESRI, 2007 fact sheet

Dean Wexler introduced Professors Hernandez and Dicker to talk further about the program and thanked them for their efforts in developing a new General Education GIS course. He noted that we are pursuing funding sources for a GIS program with support from grant funds.

Professor Hernandez said that the ITS Department has been working on GIS for the last couple of years, and they are now planning to promote GIS at the college. He noted that Professor Dicker would talk about the specifics of GIS and GIS Day.
Professor Dicker thanked Dean Wexler and Professor Hernandez for inviting her to the Board meeting to talk about GIS. As Professor Dicker spoke, she used a PowerPoint presentation.

Professor Dicker said that on November 19 GIS professionals gathered at the main and Cape May campuses, and it was broadcast to the Worthington Atlantic City Campus. On GIS Day internationally geographic information system technology users visit or invite schools, businesses, and the general public so they can showcase real-world applications of this outstanding technology. She said that GIS is the third highest tech job in demand in the country. GIS takes data related to location and presents it on a map. Representatives attended from Atlantic and Cape May Planning Boards; Atlantic County Office of Emergency Management; GIS Center of Stony Brook Millstone Watershed Association; NJ Emergency Management, South Jersey Gas; Atlantic City Electric; Hamilton Township Municipal Utilities Authority; Keystone Precision Instruments; Michael Baker Jr., Inc.; NJ Department of Environmental Protection, Bureau of Geographic Information Systems; NJ Environmental Protection Authority; NJ Pinelands Commission; NJ Geographical Survey; Federal Aviation Administration; NJ Institute of Technology; Great Egg Harbor Watershed Association; Cape May County Health Department and Rodriguez Consulting, LLC. Professor Dicker said that the day was a success.

The college plans to offer Introduction to GIS a new General Education Geographic Information Systems course online only in the summer of 2009 and then fully in the fall.

Professor Hernandez spoke on the department’s vision for the Geographic Information Systems Program, how it relates to the college’s mission statement, and how it could advance our mission. He sees GIS serving as a starting point for tech based degree programs and develop like the computer courses which continue to change and evolve. He noted that GIS technology is going to be an integral part of everyday life if not now then in the future. With the support of the Board, Professor Hernandez sees the college as a leader in the GIS field.

Professor Dicker concluded her presentation with the following remarks:

We are guaranteed success in developing our GIS program because we are well connected, and receiving advice from users groups at the local, state, and regional levels, as well as the national GIS network. We have been invited as an academic partner of the National GeoTech Center, whose mission includes promoting GIS education at the community college level.
Dr. Mora thanked Dean Wexler and Professors Dicker and Hernandez for their presentation. He said that he hopes the college gives all students an opportunity to know about this new technology.

**Secretary's Note:** Dean Wexler and Professors Dicker and Hernandez took pictures with Chairperson Talvacchia and Dr. Mora. Professors Dicker and Hernandez left the meeting after taking the pictures.

On December 4 the college’s Department of Admissions and Recruitment hosted open houses for the unemployed and underemployed in collaboration with the Atlantic/Cape May Workforce Investment Board and the college’s Continuing Education and Academics departments at our three campuses. The One-Stop Center, operated by the Atlantic/Cape May Workforce Investment Board, participated also by offering options and services for the unemployed. The WMGM-TV NBC40 news coverage of the event was shown.

Dean Carmen Royal said that the cooperative open houses were a great idea and registration for the spring semester was also held. Fourteen faculty members attended. Nineteen new students were registered on that day. It was a successful event with corroboration from all areas.

Dean Gentile introduced Mr. Stephen Bruner, WIB Executive Director, and thanked him for all he does as a supporter of the college. She listed the many programs the college runs in conjunction with WIB such as career advancement, School Counts!, youth professional opportunities (in school), numerous local agreements, health care and retail services training, etc.

Mr. Bruner has been with WIB for 12 years and he spoke about the organization’s efforts and its close links to the college in meeting the needs of the community. “Our missions overlap,” he said. He spoke about their working relationship with the Institute of Service Excellence in the Hamilton Mall and getting the private sector to provide funding and also the opening of the Health Professions Institute at the Worthington Atlantic City Campus. WIB runs programs for at risk youth, works with employers and encourages youth to reconnect with the education system. He mentioned that two of our Board members—Messrs. Parker and Reynolds--are on the Atlantic Cape May WIB and they are very active in the effort to train, educate and place individuals in the work force. He noted that Dean Gentile spent one year with the WIB as a Loaned Executive and she wrote the Literacy Plan that they still use today for Adult Based Ed (ABE), ESL and GED preparation. “Through the leadership of Dr. Mora, Dean Bobby
Royal and various faculty members serving on WIB committees, the college has been doing a great job in the community and hopefully together we can continue our efforts in getting people jobs,” said Mr. Bruner.

**Secretary's Note:** Mr. Bruner posed for pictures with Chairperson Talvacchia and Dr. Mora. After the pictures were taken, Mr. Bruner left the meeting.

**CONSENT AGENDA ITEMS**

Chairperson Talvacchia asked if there were any consent agenda items to be removed from the consent agenda resolutions list to be discussed individually.

Several Board members requested that Resolution #23 Revised be removed from the consent agenda and placed on the regular agenda.

Secretary Hines read the remaining consent agenda items as follows: Res. #37, Res. #39, Res. #39A, Res. #40 and Res. #41.

Vice Chairperson Talvacchia stated, “If there is no objection, these resolutions will be adopted.

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

**Res. #37**

Reorganization, regular and executive session minutes for November 25, 2008

**Res. #39**

It is respectfully recommended, by the President, that the Board approve the following:

**Appointments**

Nathan Andoh, Technician, Information Technology Services, effective December 17, 2008, at an annual salary of $26,615.

Geoffrey Cragg, Library Specialist, Academic Support Services, effective December 17, 2008, at an annual salary of $32,352.

**Res. #39A**

WHEREAS, Renee DeAngelo has served Atlantic Cape Community College faithfully and professionally for more than 20 years, and

WHEREAS, Ms. DeAngelo’s service as a program officer has provided countless ACCC students and their families with poignant advice, effective academic planning and knowledgeable career path counsel, and

WHEREAS, Ms. DeAngelo extended her dedicated and dependable personality to the college in repeatedly attaining perfect attendance, serving on planning committees for the college holiday party and student, faculty and staff talent show, being selected to serve on personnel screening committees, and in the development and implementation of the statewide NJTRANSFER initiative, and

WHEREAS, Ms. DeAngelo has displayed a commitment to education in both her professional and personal pursuits having earned her bachelor’s degree in Psychology in 2002 while working full-time and
continuing her education at the college by enrolling in classes such as computer applications and world religion, and

WHEREAS, Ms. DeAngelo has expressed her desire to retire from employment with Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board accepts the retirement of Renee DeAngelo, effective March 1, 2009.

BE IT FURTHER RESOLVED, that the Board extends its best wishes to Ms. DeAngelo for success and happiness in her future endeavors.

Res. #40
It is respectfully recommended that the Board of Trustees approve the following:

Open Quote 52 Professional Architectural Services, gymnasium renovations $116,439.00
Duca, Huder & Kumlin
Moorestown, NJ

Open Quote 53 Printer Repair Agreement, (FY’09 Information Technology Services Operational) $ 12,878.25
Harland Technology Services
Omaha, NE

Bid Exempt 560 Adult Ed Grant, (FY’09 Expenses) $ 39,697.60
Cape May County Technical School
Cape May Court House, NJ

Res. #41
RESOLVED: At a public meeting of the Board of Trustees to be held on January 27, 2009, 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 Trusts 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: AYES, NO NAYS

VIII. REPORTS OF COMMITTEES AND ADMINISTRATION AND OTHER RESOLUTIONS


Dean Skinner stated that the Preliminary Fiscal Year 2008-09 year-to-date data summarized in the Board Summary Report for the five months ended November 30, 2008 indicate a margin of $3,278,045. The college has earned 49.08% of budgeted revenues and expended 40.47% of budgeted expenses.
Dr. Dworsky moved and Mr. Parker seconded acceptance of the financial report.

ROLL CALL: AYES, NO NAYS

Dr. Dworsky read Res. #23 Rev.* and moved and Mr. Parker seconded.

It is respectfully recommended that the Board of Trustees approve the following:

Bid Exempt RFP 141 Management Information System, (MIS Capital Budget) $2,890,427.00*

Core Business Software/Implementation Costs
Hardware and Third Party Software Partners

Datatel $2,203,115
Sysix 442,162*
Microsoft 34,600
Entrinsik 23,000
NOVU 39,100
Inovis 4,810
Perception Software/Image Now 82,750
CollegeNet 31,400
Aquire 5,700
Madison Business Systems/ Source 4 17,990
ROC Easyspooler 5,800

Bid Exempt 531 Professional Services – increase scope of work to include $23,850 - Programming for Gym Renovations $ 23,850.00

Original Contract $153,200.00
Additional Services 23,850.00
Total $177,050.00

Bid Exempt 551 State Contract Postage Meter, (FY09-FY14 Mailroom Operational) $ 53,637.00

Pitney Bowes
Delran, NJ

Bid Exempt 552 Adult Ed Grant, (FY08 Expenses) $ 49,783.42

Cape May County Technical School
Cape May Court House, NJ

Bid Exempt 553 State Contract, Dell Computers, (Pending Perkins Grant approval) $ 31,223.36

Dell Computers
Round Rock, TX

Bid Exempt 554 State Contract, Apple Computers, (Pending Perkins Grant approval) $ 31,925.00

Apple Computers
Atlanta, GA
<table>
<thead>
<tr>
<th>Bid Exempt 555</th>
<th>Consortium Purchase, Network Services, two year Contract, (FY09/10 Information Technology Services estimate based on FY08 usage Telephone)</th>
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<tbody>
<tr>
<td></td>
<td>$ 170,000.00</td>
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<td>NJ Institute of Technology/NJEDge.net Newark, NJ</td>
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<tr>
<td>Bid Exempt 556</td>
<td>Media Equipment Board Room, (FY09 Board Operating Budget)</td>
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<td>$ 54,586.00</td>
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<td>Tele-Measurement Inc. Clifton, NJ</td>
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Chairperson Talvacchia asked if there were any questions.

The December 9, 2008, Budget, Finance and Audit Committee meeting minutes are attached.

ROLL CALL: AYES, NO NAYS

B. **ACCC Foundation Committee**: No report.

C. **Academic & Student Affairs Committee**: No report.

D. **Diversity & Equity Committee**: No report

E. **Long-Range Planning and Capital Projects Committee**: No report.

F. **Personnel Committee**: The December 8, 2008, Personnel Committee Meeting minutes are attached.

The Board members were encouraged to return their Board Retreat self-evaluation forms by January 1.

G. **President’s Report**: Dr. Mora said that the remainder of his report would be on the Adopt-A-School Holiday Party, the Atlantic City Economic Forum, Dean Gentile’s appointment and the Board activities update.

- NBC 40 coverage of the December 9 Adopt-A-School Holiday Party for first graders from the Charles L. Spragg Elementary School in Egg Harbor City was shown. Dean Carmen Royal talked about the event, a collaboration of the Student Government Association, Student Development and the Board’s Diversity and Equity Committee. More than 50 children enjoyed music, story readings, lunch and a visit from Santa.

- Dean Bobby Royal gave highlights of an Atlantic City Economic Forum hosted December 2 at the WACC campus by the college’s Community Affairs Program. The meeting brought together elected officials, business and civic leaders to discuss ways to revitalize the Atlantic Avenue corridor. “We want to make Atlantic City a wonderful place for people to live, work and shop in,” said Dean Bobby Royal. An NBC 40 interview with Dr. Mora was aired.

- Dr. Mora recognized Dean Gentile’s appointment to the Federal Funding Task Force for the Council for Resource Development.
• Trustee events and other dates were outlined. Commencement 2009 will be held at 11 a.m. on Thursday, May 21. The change in time was noted.

IX. OTHER BUSINESS

Chairperson Talvacchia congratulated Mr. Parker on his reappointment to the Board by the Atlantic County Board of Chosen Freeholders for a term to end on November 1, 2012.

Chairperson Talvacchia asked if there was any other business.

X. COMMENTS FROM PUBLIC

None.

XI. ADJOURNMENT

On motion of Dr. Dworsky and second by Mr. Lefke the regular session was adjourned at 7:58 p.m., in the Board Room at 5100 Black Horse Pike, Mays Landing, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary