I. **CALL TO ORDER REGULAR MEETING**

On Tuesday, March 25, 2008, at 7:00 p.m. Chairperson Robert Boyer called to order the regular session.

II. **STATEMENT OF ADEQUATE NOTICE**

In compliance with the “Open Public Meeting 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 March 14, 2008.

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>Robert J. Boyer</td>
</tr>
<tr>
<td>Judy Cole</td>
</tr>
<tr>
<td>Terrence J. Crowley</td>
</tr>
<tr>
<td>Dr. Elizabeth A. Dworsky</td>
</tr>
<tr>
<td>David A. Evans</td>
</tr>
<tr>
<td>Andrew W. Melchiorre</td>
</tr>
<tr>
<td>Donald J. Parker</td>
</tr>
<tr>
<td>Nicholas F. Talvacchia</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>Kathy Corbalis</td>
</tr>
<tr>
<td>Patricia Gentile</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>Brittany Williams</td>
</tr>
<tr>
<td>BettyAnn Inloes Hines</td>
</tr>
<tr>
<td>Louis J. Greco, Esquire</td>
</tr>
<tr>
<td>George Boileau, Atlantic County Treasurer</td>
</tr>
<tr>
<td>Margaret Boileau, Atlantic County resident</td>
</tr>
<tr>
<td>Jane Lugo, Atlantic County Comptroller &amp; CFO</td>
</tr>
<tr>
<td>Mike Bolicki, ACCC employee</td>
</tr>
<tr>
<td>Tom Borucki, ACCC employee</td>
</tr>
<tr>
<td>Vince Geraci, ACCC employee</td>
</tr>
<tr>
<td>Matt Lanzoni, ACCC student</td>
</tr>
<tr>
<td>Ricky Raymond White, ACCC student</td>
</tr>
<tr>
<td>Mike Williams, ACCC student</td>
</tr>
</tbody>
</table>

V. **CALL TO ORDER EXECUTIVE SESSION**

Chairperson Boyer stated that there was no need for an executive session.
VI. **REGULAR SESSION**

Chairperson Boyer stated that the agenda would be restructured so Dr. Mora could present two items from the President’s Report.

Due to his upcoming retirement as Atlantic County Treasurer, Chairperson Boyer said that Mr. George Boileau would be recognized for his work with the college and attendance at our Board of Trustees meetings.

Chairperson Boyer read and presented to Mr. Boileau the Board of Trustees’ certificate of appreciation and acknowledgement of Mr. Boileau’s retirement from Atlantic County government.

Mr. Boileau said that it was an honor working with Dr. Mora, Dean Cathie Skinner and college administration and he thanked the college.

**Secretary’s Note: Pictures were taken of Mr. Boileau with Chairperson Boyer and Dr. Mora.**

Dr. Mora said, “The student related activities are the core requirement of college for they build leadership and support student learning.” He noted that the accomplishments of the men’s basketball team and the Rotaract Club will be presented to the Board tonight.

Dr. Mora introduced Dean Carmen Royal who would be sharing information about these student programs.

Dean Carmen Royal said that the college is a member of the Garden State Athletic Conference and the National Junior College Athletic Association. Dean Carmen Royal introduced Mr. Tom Borucki who as a full-time employee, oversees the intramural and collegiate athletic programs and coaches men’s and women’s basketball and softball. Dean Carmen Royal said, “Coach Borucki is a passionate advocate for basketball.” She noted that through his advocacy the college received $25,000 to redo the gymnasium floor and $5,000 for other upgrades.

Coach Borucki stated that he was glad to have the opportunity to address the Board and thank them for their support of the men’s basketball team. Through his position as head coach, Coach Borucki noted that he has an opportunity to interact with the students through the athletic and recreation programs to inspire and encourage them about the “game of life” and the importance of their education at the college. Coach Borucki said, “I emphasize three things for the players to do. They should respect themselves, the program and the
school.” He continued by stating that when they do these things, he pushes them to accomplish even greater heights. The men’s basketball team consists of students from Atlantic and Cape May counties.

Coach Borucki introduced Mr. Ricky Raymond White, men’s basketball co-captain, who was named to the Second Team All Region XIX of the Garden State Athletic Conference. Coach Borucki said that Region XIX is one of the best in the country and Mr. White was the first basketball player in Region XIX to score 1,000 points. He averaged about 20 points a game and earned his 1,000 points over a two-year period.

Coach Borucki said, “Through the support of various friends in Atlantic and Cape May counties and fundraising initiatives, the basketball team went to Buffalo, New York to experience a game out of the area and go to the next level in competition.”

Mr. Borucki introduced Guard Mike Williams, basketball co-captain, who has scored over 500 rebounds and recently was awarded a basketball scholarship to attend Wesley College.

Mr. Williams a sophomore at the college spoke about the ups and downs of his college experiences. He emphasized that Coach Borucki insists that players study and attend their classes.

Coach Borucki asked Assistant Coach Vince Geraci to address the Board.

Mr. Geraci thanked the Board for the invitation to the Board dinner and meeting. He said that he has been at the college under Coach Borucki for three years and has completed two successful sessions with the basketball team. Mr. Geraci said that he appreciated the support of the Board.

Dr. Mora thanked Dean Carmen Royal, the coaches and the men’s basketball team for their remarks.

Secretary’s Note: Dean Carmen Royal and coaches Borucki and Geraci along with members of the men’s basketball team took a picture with Chairperson Boyer and Dr. Mora.

Dr. Mora recognized the Rotaract Club’s presidential citation received from Rotary International and introduced Professor Mike Bolicki, club advisor, and Matt Lanzoni, club president.

Professor Bolicki stated that the club is an affiliate of Rotary International which has 7,000 Rotaract Clubs worldwide. The club was chartered two years ago through the Rotary Clubs in both counties. The club’s goal is to serve others and display high ethical standards. They must complete one local and one international project every year. Professor Bolicki said that Mr. Lanzoni, club president, and members were quite ambitious and completed seven projects. Sponsored by the Rotary Club of Atlantic City and Ocean City/Upper Township, the club received a “LEAD THE WAY” presidential citation from Rotary International (displayed on the back table).
Mr. Lanzoni spoke about the club’s various projects and showed a PowerPoint presentation of the projects ranging from auctions and bake sales to supporting numerous local and international charities.

The Board congratulated the club on their award.

Dr. Mora thanked Professor Bolicki and Mr. Lanzoni for their presentation.

Secretary’s Note: At 7:32 p.m. Trustee Talvacchia left the meeting.

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VIII. CONSENT AGENDA ITEMS

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

Chairperson Boyer said that the February 26, 2008, minutes should be revised as follows:

Under Article VIII. REPORTS OF COMMITTEES AND ADMINISTRATION, A. Budget, Finance & Audit Committee, on Page 7848, Paragraph 3, the sentence, “The college has about $1 to $2 million in the budget’s fund balance,” should be deleted.

On Page 7848, Paragraph 6 the word “fund” should be removed and replaced with “margin.” The sentence should read: “Dr. Mora provided sound and prudent examples for maintaining a sufficient margin balance.”

Chairperson Boyer asked Secretary Hines to read the consent agenda items on the resolutions list, with the minutes amended as stated above.

Secretary Hines read the consent agenda items as follows: Res. #70 as amended, Res. #72, Res. #72A, Res. #72B, Res. #74, Res. #75, Res. #76 and Res. #77.

Chairperson Boyer stated, “If there is no objection, these items will be adopted.”

Mr. Evans moved and Dr. Dworsky seconded the consent agenda items as follows.

Res. #70

The minutes for February 26, 2008, as amended.

Res. #72

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

Appointments

Levi Fox, Student Development Specialist, effective March 26, 2008, at an annual salary of $31,258.

Dennis Jones, Counselor I, Educational Opportunity Fund, effective March 26, 2008, at an annual salary of $46,132.
Linda Jones, Administrative Secretary, Facilities Management, effective March 26, 2008, at an annual salary of $31,258.

Promotion

Josephine Chivalette, from Assistant Director, Worthington Atlantic City Campus Administrative Services, to Director, WACC Program Support Services, retroactive to July 2, 2007, at a salary increase from $54,979 to $57,752.

Res. #72A

WHEREAS, Marston “Mitch” Mischlich has served Atlantic Cape Community College faithfully since January 19, 1987, and

WHEREAS, Mr. Mischlich, as an Officer for College Security and Public Safety, lent his considerable experience and training to help provide a secure learning environment for all students, staff and visitors, and

WHEREAS, Mr. Mischlich demonstrated his commitment to and love for education by earning his Associate, Bachelor’s, Master’s and Doctoral degrees during his more than two decades of full-time service to the College, and

WHEREAS, Mr. Mischlich utilizes his formal academic training to serve as a highly qualified and well regarded Adjunct Instructor for the College, and

WHEREAS, Mr. Mischlich has announced his intention to retire from full-time employment with Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board approve the retirement of Marston “Mitch” Mischlich, effective June 27, 2008.

BE IT FURTHER RESOLVED, that the Board extends its gratitude to Mr. Mischlich for his dedication to duty and extends its best wishes for a happy and healthy retirement.

Res. #72B

WHEREAS, Joseph Zelnik served as a determined and respected voice of the people through nearly 50 years in the field of journalism, and

WHEREAS, Mr. Zelnik was named editor of the Cape May County Herald weekly newspaper in 1982 and immediately championed the need and viability of a local community college for residents, and

WHEREAS, Mr. Zelnik’s relentless investigative reporting and staunch support helped motivate citizens, organizations and governmental leaders to diligently examine (and re-examine) the affordability and probability of higher education in Cape May County, and

WHEREAS, Mr. Zelnik departed this life on March 3, 2008, at age 75, ending a quarter-century of advocacy and trusted reporting in support of a local community college for Cape May County residents.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board extends its sincere condolences to the family and friends of Joseph Zelnik and that the Trustees remain ever mindful of Mr. Zelnik’s words published on the Cape May County Campus’s historic, grand-opening day of August 24, 2005: “Now the focus must be on what’s ahead, and to assure that Atlantic Cape Community College provides the people of this county with what they want and deserve.”
Res. #74

WHEREAS, the New Jersey Department of Education is accepting applications for the FY09 Tech Prep Grant Program (Year 2/3) to support the improvement of vocational programs which will provide students with a seamless transition from secondary to postsecondary education, and

WHEREAS, the college will participate in a consortium with the lead agency, Cape May County Technical School District (CMCTSD), and

WHEREAS, the benefit to the college will be to improve, expand, and promote quality vocational educational programs in Law and Public Safety (see attached), and

WHEREAS, the maximum amount of the grant to ACCC as sub-grantee is $60,000 (estimated) for one year from September 1, 2008 through August 31, 2009.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the New Jersey Department of Education Tech Prep Grant from September 1, 2008 through August 31, 2009, for a maximum of $60,000 (estimate).

Res. #75

WHEREAS, the Board of Trustees passed Resolution No. 65 on February 26, 2008, implementing the FY 2009 Tuition and Fees Schedule, effective Summer 2008, and

WHEREAS, the college has found it necessary to restructure the English as a Second Language program, and

WHEREAS, the ESL curriculum changes and course numbering have been approved by the college’s Curriculum Committee on February 28, 2008, and

WHEREAS, the above noted change is reflected on the FY’2009 Tuition and Fees Schedule attached (updated).

THEREFORE BE IT RESOLVED THAT the Board of Trustees approve the above listed change, commencing with the summer session 2008.

Res. #76

WHEREAS, the gypsy moth *Lymantria dispar*, has been found heavily defoliating tree and plant growth at Atlantic Cape Community College in Mays Landing, and

WHEREAS, continued destruction of foliage may result in loss of valuable forest lands and trees, and

WHEREAS, the college has determined that a gypsy moth control program should be instituted with the State of New Jersey Department of Agriculture and that application for any Federal or State funds available be authorized. The college will comply with the notice provisions required by N.J.S.A. 4:7-39, and

WHEREAS, the college declares that the gypsy moth is a public nuisance and the protection of vegetation or plant life there from is deemed to be a subject matter of public welfare and that all measures deemed necessary, in compliance with the State of New Jersey Department of Agriculture recommendations, is hereby authorized to suppress this forest and shade tree pest.

THEREFORE BE IT RESOLVED that the Board of Trustees hereby grants approval for the college to begin a gypsy moth control program in compliance with the above regulations.
RESOLVED: At a public meeting of the Board of Trustees to be held on April 22, 2008, 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, ONE ABSTENTION (Mr. Crowley on Res. #74)

IX. REPORTS OF COMMITTEES AND ADMINISTRATION AND OTHER RESOLUTIONS


   Preliminary Fiscal Year 2007-08 year-to-date summarized in the Board Summary Report for the eight months ended February 29, 2008, indicate a margin of $8,200,681. The college has earned 86.93% of budgeted revenues and expended 64.46% of budget expenses.

   Dr. Dworsky moved and Mr. Crowley seconded acceptance of the Board of Trustees Financial Report for February 29, 2008, Res. #71.

ROLL CALL: AYES, NO NAYS

Dr. Dworsky asked Ms. Sampson to read Resolution #73 Revised.

Ms. Sampson read Resolution #73 Revised and gave detailed information on each Award of Bids.

Dr. Dworsky thanked Ms. Sampson for the information she provided.

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

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

Open Quote 31 Professional Architect and Design Services, “J” Building, Chapter 12 $ 79,900.00
   Yezzi Associates
   Toms River, NJ

Open Quote 33 Professional Consulting Services, Non-Credit Dept. of Labor Contract $ 22,200.00
   Innovative Leadership
   Marmora, NJ

Open Quote 34 Cable TV Advertising (ACA Marketing FY’08) $ 10,061.00 (not to exceed)
   Comcast
   Egg Harbor Township, NJ
<table>
<thead>
<tr>
<th>Open Quote 36</th>
<th>Engineering Design Services, Power Plant, (Chapter 12, Plant Fund)</th>
<th>$ 91,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>The DaVinci Group</td>
<td>Woodbury, NJ</td>
<td></td>
</tr>
<tr>
<td>Bid 1684</td>
<td>Roof Top Units Replacement, East Campus (Chapter 12 Funding)</td>
<td>$103,246.00</td>
</tr>
<tr>
<td>Air Control Technology</td>
<td>West Berlin, NJ</td>
<td></td>
</tr>
<tr>
<td>Bid Exempt 536</td>
<td>State Contract–Copier, (FY’08–FY’13 Dean of Students Operational)</td>
<td>$ 25,471.20</td>
</tr>
<tr>
<td>Xerox Corporation</td>
<td>Mt. Laurel, NJ</td>
<td></td>
</tr>
<tr>
<td>Bid Exempt 537</td>
<td>Adult Ed Grant (FY’08 expenses)</td>
<td>$ 74,736.32</td>
</tr>
<tr>
<td>Cape May County Technical School</td>
<td>Cape May Courthouse, NJ</td>
<td>$41,653.26</td>
</tr>
<tr>
<td>Pleasantville Public Schools</td>
<td>Pleasantville, NJ</td>
<td>33,083.06</td>
</tr>
<tr>
<td>Bid Exempt 539</td>
<td>Mobilease – Rutgers Trailer, Amend Contract – Mobile Modular</td>
<td>$195,705.60</td>
</tr>
<tr>
<td>Space – Lease, Expand &amp; Extend Lease, Rutgers reimburses all costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current contract</td>
<td>$209,910.00</td>
<td></td>
</tr>
<tr>
<td>Add</td>
<td>195,705.60</td>
<td></td>
</tr>
<tr>
<td>Amended Contract</td>
<td>$405,615.60</td>
<td></td>
</tr>
</tbody>
</table>

ROLL CALL: AYES, NO NAYS, ONE ABSTENTION (Mr. Crowley abstained)

Dr. Dworsky stated that Ms. Sampson does a tremendous amount of work on the Award of Bids for the committee. She asked the Board if they wanted this information done as a summary for the Board meeting.

The Board had a brief discussion and it was suggested that the committee’s minutes be distributed to the full Board.

Dr. Mora suggested that Dr. Dworsky work with the preference suggested by the Budget, Finance and Audit Committee.

The Budget, Finance and Audit Committee meeting minutes for March 18, 2008, are attached.

B. ACCC Foundation Committee: Mr. Parker gave the March 25, 2008, report of the ACCC Foundation (see attached). He also reminded the Board to purchase tickets to attend the Restaurant Gala’s 25th Anniversary on Thursday, April 3, and to purchase a raffle ticket ahead of time.

C. Academic & Student Affairs Committee: Mr. Crowley reported on the March 19, 2008, meeting of the Academic and Student Affairs Committee (see attached).
D. **Diversity & Equity Committee:** Mr. Melchiore read the March 20, 2008, Diversity and Equity Committee, Executive Summary (see attached).

E. **Long-Range Planning and Capital Projects Committee:** Ms. Walsh reported on the Long-Range Planning and Capital Projects committee meeting on March 17, 2008 (see attached).

F. **Personnel Committee:** Mr. Evans gave a summary of the March 17, 2008, meeting of the Personnel Committee (see attached). He recognized Ms. Long’s enthusiastic participation on the NJCCC Ambassadors Program.

G. **President’s Report:** Dr. Mora and the various deans presented information on the following additional items to his report: Academy of Culinary Arts Licks Hunger, Atlantic County Board of Chosen Freeholders Resolution, Annual Holocaust Awareness Program, The Press of Atlantic City Tri-County Spelling Bee, College Relations wins a Paragon Award and update on Board activities.

- Dean Wexler stated that the first Academy of Culinary Arts “Lick Hunger Ice Cream Challenge” occurred this month through a philanthropic collaboration between the Academy of Culinary Arts, local retailer “Lindy Hops” and the Community FoodBank. TV Channel 40 video coverage of the challenge was shown. The winning flavor along with other flavors will be identified as ACA original flavors and sold this spring at Lindy Hops ice cream locations in South Jersey. Net proceeds from the sale of these flavors will go to the Community FoodBank of New Jersey-Southern Branch.

- Dr. Mora stated that on March 18 the college was recognized by the Atlantic County Board of Chosen Freeholders with a resolution “for the manner in which it handled Governor Corzine’s Town Hall Meeting on February 7” (resolution displayed on back table). The Hamilton Township Police Department also received a resolution.

- Dean Bobby Royal spoke about the 25th Annual Holocaust Awareness Program offered in conjunction with Richard Stockton College of NJ on March 11. (Sponsored by the Diversity and Equity Committee and Community Affairs Program.) The Pushcart Players presented “The Last, The Very Last . . . Butterfly” which is a play based on the poems and artwork of the children who passed through the Terezin Concentration Camp.

- The college hosted The Press of Atlantic City Tri-County Spelling Bee on Saturday, March 7. There were over 50 participants and 350 attendees from Atlantic, Cape May and Cumberland counties. Mr. Jay Peterson, ACCC English Professor, was a judge. The college received a certificate of appreciation as a Partner in Education.

Dr. Mora stated that The Press of Atlantic City Tri-County Spelling Bee was a very positive community service event.

- The College Relations Department won a Paragon Award at the National Council for Marketing and Public Relations for the 2007 publicity for the 2007 Press of Atlantic City Restaurant Gala.

- Ms. Brittany Williams spoke about the Community College Ambassador Day program which she attended with Ms. Maria Torres and Ms. Mary Long.
• Board Activities Update for April and May:
  o April 3, Restaurant Gala, Atlantic City
  o April 11, NJSTARS hearing at Statehouse, Trenton
  o April 14, American Culinary Federation Evening Reception, Careme’s Restaurant
  o April 13-15, ACCT Governance Leadership Institute, San Antonio
  o April 23, Wildwoods Business at the Beach Expo Featuring Dick Sheeran, Wildwood
  o April 28, NJCCC Trustee Seminar, Monroe Township
  o May 15, USIAC Archery Tournament Opening Ceremonies, Mays Landing
  o May 29, Commencement, Mays Landing Campus

X. OTHER BUSINESS

Chairperson Boyer asked if there was any other business.

Mr. Melchiorre expressed his sincere privilege to be at the memorial for Mr. Joseph Zelnik. He said that the college’s presence was evident, and you knew Mr. Zelnik loved the college and was concerned for the Cape May County Campus.

Secretary’s Note: After the Board meeting, Chairperson Boyer wanted to note in the minutes that the Board received thank you cards for dish gardens sent to employee Ms. Marge Battistelli and a former employee’s wife, Ms. Joan Foster, during their time of bereavement. Ms. Nancy Hand is out on leave and thanked the Board for a dish garden she received.

XI. COMMENTS FROM PUBLIC

Mr. Boileau said that Atlantic County is planning the next bond ordinance for Chapter 12 funds.

XII. ADJOURNMENT

On motion of Dr. Dworsky and second by Mr. Crowley the regular session was adjourned at 8:30 p.m., in Room 204 at the Worthington Atlantic City Campus, 1535 Bacharach Boulevard, Atlantic City, New Jersey.

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary