I. CALL TO ORDER REGULAR MEETING

On Tuesday, September 25, 2007, 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 September 14, 2007.

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>
<th>College Personnel</th>
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<tbody>
<tr>
<td>Lynn Baumgardner</td>
<td>Dr. Peter Mora</td>
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<tr>
<td>Robert. J. Boyer</td>
<td>Kathy Corbalis</td>
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<tr>
<td>Dr. Elizabeth A. Dworsky</td>
<td>Douglas Hedges</td>
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<tr>
<td>David A. Evans</td>
<td>Patricia Owens</td>
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<tr>
<td>Brian G. Lefke</td>
<td>Dr. Richard Perniciaro</td>
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<tr>
<td>Andrew W. Melchiorre</td>
<td>Dr. Joseph Rossi</td>
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<tr>
<td>Donald J. Parker</td>
<td>Bobby Royal</td>
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<tr>
<td>Nicholas F. Talvacchia</td>
<td>Carmen Royal</td>
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<td></td>
<td>Terry Sampson</td>
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<td></td>
<td>Cathie Skinner, CPA</td>
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<td>Dr. Art Wexler</td>
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<td>Brittany Williams</td>
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<td>BettyAnn Inloes Hines</td>
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<td></td>
<td>Louis J. Greco, Esquire</td>
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<td>Others in Attendance</td>
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<tr>
<td>George Bolleau, Atlantic County Treasurer</td>
<td>Megan Gillin-Schwartz, Cape May Co. Herald</td>
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<tr>
<td>Dr. Helen Bolnick</td>
<td>Sol Berman</td>
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<tr>
<td>Steven Gatto, ACCC Student</td>
<td>Mr. James Gatto</td>
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<tr>
<td>Mrs. Angela Gatto</td>
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V. CALL TO ORDER EXECUTIVE SESSION

Chairperson Boyer stated that there was no need for an executive session.

Chairperson Boyer then referred to Dr. Mora for a special presentation.
VI. REGULAR SESSION

Dr. Mora stated that the ACCC archery team is part of his President’s Report.

Dr. Mora said that Dr. Helen Bolnick, ACCC Archery Coach, with her winning archery team has brought a “tradition of excellence” and national and international championships for the college. He said that tonight we are here to celebrate one of the team’s latest achievements. Dr. Mora asked Dean Carmen Royal to make the introductions.

Dean Carmen Royal welcomed Dr. Bolnick; Mr. Sol Berman, team supporter; Mr. Steven Gatto, Archery All-American and ACCC archery team captain; and Mr. and Mrs. James Gatto to the Board meeting.

Dean Carmen Royal said that it was a pleasure to bring news to the Board about student programs. She said, “We are here tonight to honor Mr. Steven Gatto.”

Mr. Gatto thanked the Board for inviting him and his parents to the Board meeting. He then shared that he chose to attend ACCC because of our archery team. As a member of the archery team, Mr. Gatto has won many national and international archery honors and visited many places. His latest accomplishments included being on the Collegiate World Archery Team and in the 123rd Outdoor Nationals. At the Collegiate World Archery Team in June representing the United States in Venezuela he won a Gold Medal, four Silver Medals and the Gold Cup for the World Championship. He participated in the 123rd Outdoor Nationals in Colorado Springs where he won the 1st Overall. He is on the US Archery Team for the 2008 archery season. Mr. Gatto said, “My goals for this coming season are to win a national title for ACCC and represent the US, my team, and family on the Collegiate World Archery Team in Taipei, China.”

The Board applauded Mr. Gatto for his remarks and accomplishments.

Dr. Mora asked Dr. Bolnick if she would like to make any comments.

Dr. Bolnick said that Steven was a wonderful asset to the team.

Dr. Mora asked Dr. Bolnick to name some of the schools the college competes against.

Dr. Bolnick said that the college archery team competes against schools such as Yale, UCLA, University of Pennsylvania, Penn State, Stanford, and Arizona. She noted that there are only four two-year colleges that compete on the same level as the four-year schools.
A listing of the ACCC All Time Archery All-Americans for Male Recurve, Female Recurve and Male Compound from 1976 to 2007 along with the 2007-2008 Archery Schedule was distributed to the Board members.

Chairperson Boyer thanked Dr. Mora for his presentation.

**Secretary’s Note:** Chairperson Boyer, Dr. Mora, Dr. Bolnick, Mr. Gatto and his parents took pictures. After the picture was taken, Dr. Bolnick, Mr. Berman, and the Gattos 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.

Secretary Hines read the consent agenda items remaining as follows: Resolutions #19, #22, #22A, #23, #24, #25, and #26.

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

Ms. Baumgardner moved and Dr. Dworsky seconded the consent agenda items as follows:

Resolution #19, the August 28, 2007, regular and executive session minutes

**Resolution #22**

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

<table>
<thead>
<tr>
<th>Bid Ex 532</th>
<th>Tech Prep Grant Reimbursement (FY07 expenses)</th>
<th>$58,985.00</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cape May County Technical School</td>
<td></td>
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<tr>
<td></td>
<td>Cape May Court House, NJ</td>
<td>$23,435.53</td>
</tr>
<tr>
<td></td>
<td>Atlantic County Vocational School</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mays Landing, NJ</td>
<td>35,549.47</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Open Quote 530</th>
<th>Professional Services – Capital Formation Plan, Phase I, (FY 08 Land Use Planning Budget)</th>
<th>$30,000.00</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Brailsford &amp; Dunlavey</td>
<td></td>
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<td></td>
<td>Washington, DC</td>
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**Resolution #22A**

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR

*Ebsco Subscription Services*

*Tinton Falls, NJ*

WHEREAS, under New Jersey Community College Contract Law a Contract for library subscription service may be negotiated or awarded without public advertising for Bids; and
WHEREAS, the Purchasing Senior Manager has determined the value of the acquisition will exceed $17,500; and,

WHEREAS, the anticipated term of this contract is one year as approved by this governing body; and

WHEREAS, Ebsco Subscription Services has submitted a renewal notice on July 11, 2007 indicating they will provide the subscription service for the sum of $18,141.64.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes a contract with Ebsco Subscription Services as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

Ebsco Subscription Services  
Tinton Fall, NJ  
$18,141.64

Resolution #23

WHEREAS, on May 22, 2007, the Board of Trustees approved the submission of a proposal for funding under the New Jersey Department of Education for the FY08 Perkins Grant that focuses on the federal and state investment in strengthening vocational and technical education programs, and

WHEREAS, under the terms of the grant (see attached), the amount of $525,213 shall be used for the purpose of:

- Strengthening academic and technical skills;
- Providing students with a strong experience in technology in career and technical education programs;
- Developing and expanding the use of technology in career and technical education programs; and
- Providing professional development programs for teachers, counselors, and administrators

as described in the approved application filed with the New Jersey Department of Education which was used as the basis for awarding the grant, 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 the FY08 Perkins Grant from July 1, 2007, through June 30, 2008, in the amount of $525,213.

WHEREAS, the US Department of Labor, Employment and Training Administration is accepting applications for Community-Based Job Training Grants that support workforce training and capacity-building, and

WHEREAS, the college is proposing to address the customer service needs of regional employers (see attached). ACCC would develop needed capacity to address employer-identified competencies, and then

Resolution #24

implement a series of training activities based upon these competencies. Potential participants would be 12th grade students, the unemployed, underemployed, displaced workers, and incumbent workers seeking to advance their careers, and
WHEREAS, ACCC would partner with the Atlantic/Cape May Workforce Investment Board, employers, and the Atlantic County Institute of Technology, to develop educational programming using multiple training approaches, and

WHEREAS, the maximum amount of the grant is $2,000,000 for 2007/2010 from November 1, 2007 through October 31, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the US Department of Labor, Community-Based Job Training Grant from November 1, 2007 through October 31, 2010, for a maximum of $2,000,000.

Resolution #25

WHEREAS, the US Department of Labor, Employment and Training Administration is accepting applications for Community-Based Job Training Grants that support workforce training and capacity-building, and

WHEREAS, the college is proposing to address the customer service needs of regional employers (see attached). ACCC would develop needed capacity to address employer-identified competencies, and then implement a series of training activities based upon these competencies. Potential participants would be 12th grade students, the unemployed, underemployed, displaced workers, and incumbent workers seeking to advance their careers, and

WHEREAS, ACCC would partner with the Atlantic/Cape May Workforce Investment Board, employers, and the Atlantic County Institute of Technology, to develop educational programming using multiple training approaches, and

WHEREAS, the maximum amount of the grant is $2,000,000 for 2007/2010 from November 1, 2007 through October 31, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the US Department of Labor, Community-Based Job Training Grant from November 1, 2007 through October 31, 2010, for a maximum of $2,000,000.

Resolution #26

RESOLVED: At a public meeting of the Board of Trustees to be held on October 23, 2007, 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: AYES, NO NAYS

Chairperson Boyer paused for any objections and then stated, “As there are no objections, these items are adopted.”

Chairperson Boyer thanked the Board for changing to the consent agenda format for their meetings. He noted that this was the first run for the consent agenda and it should proceed better in future meetings.
IX. REPORTS OF COMMITTEES AND ADMINISTRATION AND OTHER RESOLUTIONS

A. Budget, Finance and Audit Committee: Financial Report - Dr. Dworsky asked the Board to refer to the Board of Trustees Financial Report, Executive Summary for August 31, 2007. The margin of $(1,633,679) is negative because there were three pays in August. However, it will catch up in the next month’s report. We are on target in terms of revenues coming in and expenditures. Dr. Dworsky said, “We are on target financially.”

Executive Summary – Preliminary Fiscal Year 2007-08 year-to-date data summarized in the Board Summary Report for the two months ended August 31, 2007 indicates a margin of $(1,633,679). The college has earned 13.51% of budgeted revenues and expended 17.87% of budgeted expenses (which included encumbrances).

Dr. Dworsky stated that the Budget, Finance and Audit Committee requested the consent agenda format for resolutions. When grant resolutions are submitted, they are requesting that one or two pages of the budget section be attached.

Dr. Dworsky asked Dean Skinner to give an audit update.

Dean Skinner said that the books are just about closed. The auditors should be on campus for two more weeks. The audit is progressing well and a draft report should be forthcoming shortly.

Dean Skinner said, “The banking RFP’s are being reviewed.”

Mr. Talvacchia moved and Mr. Evans seconded acceptance of the Board of Trustees Financial Report as of August 31, 2007, Resolution #20.

ROLL CALL: AYES, NO NAYS

The Budget, Finance and Audit Committee meeting minutes for September 18, 2007, are attached.

B. ACCC Foundation Committee: Mr. Lefke gave the ACCC Foundation Board Report for September 25, 2007 (see attached). He talked about the fall special events—Second Annual Arts, Leisure and Entertainment Online Auction (from September 28 until October 19), Spotlight on Scholarships event at CMCC on October 19, Scramble for Scholarships Golf Tournament on October 5, and Macy’s Shop for a Cause on October 13—and other news.
7806.

Secretary’s Note: Mr. Melchiorre left the meeting at 7:35 p.m.

C. Academic & Student Affairs Committee: Dean Wexler read the attached report of the Academic and Student Affairs Committee meeting on September 19.

Chairperson Boyer thanked Dean Wexler for his report and asked if there were any questions.

D. Diversity & Equity Committee: Ms. Baumgardner gave highlights of the September 18 Diversity and Equity Committee meeting (see attached).

She noted that Dean Bobby Royal was recognized for his work in supporting the Choices in Learning Literacy (CHILL) after school reading program sponsored by St. James AME Church. The college provided space and technology at WACC for the program.

The Community Affairs Program brochure, Attending Community College Counts, The Communities’ College, was distributed to the Board.

E. Long-Range Planning and Capital Projects Committee: Mr. Lefke asked Dean Perniciaro to give the September 17 Long-Range Planning and Capital Projects Committee meeting report (see attached minutes).

Dean Perniciaro gave highlights of the minutes. He noted that RFP’s have been submitted for two buildings.

F. Personnel Committee: Mr. Evans read Resolution #21 and moved and Mr. Melchiorre seconded.

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

Appointment

Deanne Gipple, Chemical Compliance Specialist, effective September 26, 2007, at an annual salary of $31,258.


Promotions

Bruce Johns, from Chef Supervisor to Director of Culinary Operations, effective September 26, 2007, with an assignment change from 10 months to 12 months and a salary increase from $62,734 to $80,007.

Patricia Kelly McClay, from Assistant Director to Dean, Academy of Culinary Arts, effective September 26, 2007, with an assignment change from 10 months to 12 months and a salary increase from $64,855 to $86,240.
Resignation


Title Change

Dr. Dorothea “Dottie” Dunayer, from Director of Institutional Assessment and Grants Compliance to Director of Academic Program Effectiveness and Dual Enrollment, at her current salary, effective September 26, 2007.

ROLL CALL: AYES, NO NAYS

The Personnel Committee September 17 meeting minutes are attached.

Mr. Evans asked about the scholarship for Mr. Nate Allen a deceased culinary arts student.

Ms. Corbalis informed the Board that Mr. Allen was killed in an automobile accident while a student in the culinary arts program. His family held fundraising activities in his memory to invest in an endowment. The Nate Allen Memorial Scholarship will be awarded in 2008.

G. President’s Report: Dr. Mora followed-up on the Community Affairs Program, reported on the transfer legislation and his interview on the Atlantic County Report program.

Dr. Mora commented further on the Community Affairs Program. He stated that this program has been at its best under Mr. Bobby Royal’s leadership for the past two years.

Dean Bobby Royal commented on the video that was shown of Atlantic City Council recognizing ACCC and St. James AME Church with resolutions at a signing ceremony. The Board members viewed the resolution honoring ACCC.

Dr. Mora stated that this program was created as a way to get involved in the city, and this program has spread goodwill for ACCC. Ms. Janet Brenner is the Director of Community Affairs.

Dr. Mora said that he has received good feedback about the college.

Dr. Mora spoke about the landmark signing of the transfer legislation by Governor Jon S. Corzine on September 13. This bill took many years of planning before its signing. Dr. Mora said that this bill will eliminate duplication of instruction, ease the transfer process, expedite the attainment of the baccalaureate degree, save the student money, increase student income capacity and increase institutional capacity. Another benefit was to keep more students in New Jersey to get their baccalaureate degree.

Dr. Mora said, “The community colleges worked very hard on this bill for many years.” The next step is
critical outcomes assessment. He said that there is pressure on the sector to ensure that students are prepared to compete.

**Secretary's Note: Mr. Melchiorre returned to the meeting at 7:50 p.m.**

Dr. Wexler said this agreement is dependent on students completing their associate’s degree which will help with the retention rate. Over the last two years the state Academic Officers Association has developed the general education program as the building blocks of transfer.

Dr. Mora noted that Middle States rated the college’s academic programs high.

Ms. Baumgardner wanted to know if this transfer process related to getting a teaching degree.

Dr. Wexler said that students must move through the same degree program at each institution.

Chairperson Boyer wanted to know how we monitor the students for the degree.

Dr. Mora said this falls in the area of academic advisement.

Dean Carmen Royal said that the college advises students when they decide where they wish to transfer to. NJ Transfer is an online transfer program used to assist students in the transfer process.

Chairperson Boyer wanted to know if we had a strong support system.

Dean Carmen Royal said that we do individual academic plans to maximize transferability.

Dr. Mora showed the video of his interview with Mr. Howard Kyle on the Atlantic County Report program which aired on September 17. He talked about the WACC expansion and ACCC’s Blueprint for 2020 Master Plan.

Dr. Mora closed his report.

X. **OTHER BUSINESS**

Chairperson Boyer asked if there was any other business.

XI. **COMMENTS FROM PUBLIC**

None

XII. **ADJOURNMENT**

On motion of Dr. Dworsky and second by Ms. Baumgardner, the regular session was adjourned at 8:03 p.m., in Room 113, Cape May County Campus, Cape May Court House, NJ.

Respectfully submitted,

BettyAnn Inloes Hines, ACCC Board Secretary