I. STATEMENT OF ADEQUATE NOTICE

-McAlister read the 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 Board of Trustees was provided in the following manner:

(1) On May 14, 2015, advance written notice of this meeting was posted at the Bulletin Board, 2nd floor, "J" Building, main campus, Cape May County campus, and Worthington Atlantic City 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, and

(2) On May 14, 2015, copies of advance written notice of this meeting were mailed to all persons, who according to the records of Atlantic Cape Community College requested and paid for such notices on or before January 1, 2015.

II. FLAG SALUTE

-Chairperson Torres asked everyone to rise and salute the flag

III. ROLL CALL

-McAlister provided a roll call for board members and marked others in attendance. All attended at the Cape May County Campus.

<table>
<thead>
<tr>
<th>Board Members</th>
<th>College Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ Ellen Byrne</td>
<td>Dr. Peter Mora, President</td>
</tr>
<tr>
<td>✓ Christina Clemans</td>
<td>Michael Bruckler, Director of College Relations</td>
</tr>
<tr>
<td>✓ Dave Coskey</td>
<td>Eileen Curristine, Dean of Human Resources, Compliance and Public Safety</td>
</tr>
<tr>
<td>✓ David A. Evans</td>
<td>August Daquila, Dean of Administration &amp; Business Services</td>
</tr>
<tr>
<td>✓ Briar Gibbons</td>
<td>Jean McAlister, Dean of Resource Development &amp; President/Board Operations; Board Secretary</td>
</tr>
<tr>
<td>✓ James Kennedy</td>
<td>Dr. Otto Hernandez, Vice President, Academic Affairs</td>
</tr>
<tr>
<td>✓ Brian Lefke</td>
<td>Leslie Jamison, Dean of Finance</td>
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<tr>
<td>x Mary B. Long</td>
<td>Doug Hedges, Dean IT</td>
</tr>
<tr>
<td>x Margaret Nicolosi</td>
<td>Andre Richburg, Dean of Enrollment Management &amp; College Relations</td>
</tr>
<tr>
<td>✓ Maria K. Mento</td>
<td></td>
</tr>
<tr>
<td>✓ Thomas Milhous</td>
<td>Dr. Richard Perniciaro, Vice President, Facilities, Planning, Research and Executive Support</td>
</tr>
</tbody>
</table>
IV. CALL TO ORDER – EXECUTIVE SESSION

-Chairperson Torres stated that there would be an executive session to discuss personnel and litigation after the regular session agenda, with an open session following for a roll call vote.

V. CALL TO ORDER – REGULAR SESSION

-On Tuesday, May 25, 2015, Chairperson Torres called the regular session to order at 7pm at the Cape May County Campus. Mento motioned, Coskey seconded.

VI. COMMENTS FROM THE PUBLIC

- Chairperson Torres called for comments from the public on agenda items
- None noted

VII. PRESIDENT’S REPORT

-Dr. Mora, introduced Holly Schultheis, faculty who is also the advisor for Phi Theta Kappa.

-Schultheis provided a brief presentation about the 21st annual Phi Theta Kappa Day celebration at the Wyndham Garden Hotel in Trenton that Atlantic Cape Phi Theta Kappa students took part in on May 7th. She mentioned that Atlantic Cape’s PTK President, Thomas Branin spoke at this prestigious event.

VIII. CONSENT RESOLUTIONS

-Chairperson Torres called for any requests to move items from the consent agenda, or any abstentions.

-McAlister read the Consent Resolutions:

Res. #101 Minutes (October 28, 2014) Regular (Approve)

Res. #107 Revised Approve: that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit a College Readiness Now II grant application to NJCCC for an anticipated grant totaling $22,566 over the term of June 15, 2015 through June 14, 2016.

Res. #107 Revised

WHEREAS, New Jersey Council of County Colleges (NJCCC) is soliciting applications for College Readiness Now II, and
WHEREAS, College Readiness Now II will provide a grant allocation to Atlantic Cape Community to continue the Math Boot Camp program from the U.S. Department of Education College Access Challenge Grant Program, and

WHEREAS, College Readiness Now II will provide Atlantic Cape with a grant of $22,566 for Math Boot Camp available to Atlantic and Cape May High School graduates enrolling at Atlantic Cape Community College, and

WHEREAS, the grant term will be June 15, 2015 through June 14, 2016.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit a College Readiness Now II grant application to NJCCC for an anticipated grant totaling $22,566 over the term of June 15, 2015 through June 14, 2016.

Res. #109 Approve: that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the State of New Jersey Dept. of Labor and Workforce Development for a grant of $672,900 for provision of adult education and literacy services over the term of July 1, 2015 through June 30, 2016.

Res. #109

WHEREAS, the State of New Jersey Dept. of Labor and Workforce Development is soliciting applications for Workforce Innovation and Opportunity Act of 2014, Title II, Adult Education and Literacy FY16 Grant Program, and

WHEREAS, the Workforce Innovation and Opportunity Act of 2014, Title II, Adult Education and Literacy FY16 Grant Program will provide funding for provision of adult education and literacy services to assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency; to assist adults who are parents to obtain the skills necessary to become partners in the education of their children; and assist adults in the completion of a secondary school education, and

WHEREAS, the Workforce Innovation and Opportunity Act of 2014, Title II, Adult Education and Literacy FY16 Grant Program will provide Atlantic Cape with a grant is $672,900 for provision of adult education and literacy services over the term of July 1, 2015 through June 30, 2016.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the State of New Jersey Dept. of Labor and Workforce Development for a grant of $672,900 for provision of adult education and literacy services over the term of July 1, 2015 through June 30, 2016.

Res. #110 Approve: that the Board of Trustees of Atlantic Cape Community College hereby grants approval to enter into a contract with Professional Impact NJ, a project of Kean University, funded by NJ Department of Human Services, Division of Family Development, to provide online training services for up to 80 people statewide, with a reimbursement-based contract with Atlantic Cape of up to $373,064, over the term of May 1, 2015 to April 30, 2016.

Res. #110

WHEREAS, Professional Impact NJ, a project of Kean University, has provided a contract to Atlantic Cape for the Child Development Associate Online Training Program Statewide Pilot Project, and

WHEREAS, the Child Development Associate Online Training Program Statewide Pilot Project will be funded by funded by NJ Department of Human Services, Division of Family Development and administered by Professional Impact NJ, a project of Kean University, and

WHEREAS, the Child Development Associate Online Training Program Statewide Pilot Project will provide a reimbursement-based contract to Atlantic Cape of up to $373,064 over one year, and

WHEREAS, the Child Development Associate Online Training Program Statewide Pilot Project will fund Atlantic Cape to provide online training services for up to 80 people statewide so that they can attain the required credits for the Child Development Associate (CDA) credential for care of infants, toddlers or preschoolers, and
WHEREAS, the Child Development Associate Online Training Program Statewide Pilot Project grant will have the term of May 1, 2015 to April 30, 2016.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to enter into a contract with Professional Impact NJ, a project of Kean University, funded by NJ Department of Human Services, Division of Family Development, to provide online training services for up to 80 people statewide, with a reimbursement-based contract with Atlantic Cape of up to $373,064, over the term of May 1, 2015 to April 30, 2016.

Res. #111 Approve: that the Board of Trustees of Atlantic Cape Community College hereby grants approval for Atlantic Cape to partner in Bergen Community College’s application to U.S. Dept. of Health and Human Services, Administration for Children and Families, Office of Family Assistance, with Atlantic Cape’s share of the proposed consortium grant being $200,000 each year for five years over the anticipated term of October 1, 2015 through September 30, 2020.

Res. #111

WHEREAS, U.S. Dept. of Health and Human Services, Administration for Children and Families, Office of Family Assistance is soliciting applications for Health Profession Opportunity Grants (“HPOG”) to Serve TANF Recipients and Other Low-Income Individuals, and

WHEREAS, the HPOG program provides funds for cooperative agreements to conduct demonstration projects that provide eligible individuals with the opportunity to obtain education and training for occupations in the healthcare field that pay well and are expected to either experience labor shortages or be in high demand, and

WHEREAS, Bergen Community College is leading a 14-college consortium HPOG application in which Atlantic Cape will participate, and

WHEREAS, Atlantic Cape’s share of the 14-college consortium grant would be $200,000 per year over five years, with the anticipated term of October 1, 2015 through September 30, 2020.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval for Atlantic Cape to partner in Bergen Community College’s application to U.S. Dept. of Health and Human Services, Administration for Children and Families, Office of Family Assistance, with Atlantic Cape’s share of the proposed consortium grant being $200,000 each year for five years over the anticipated term of October 1, 2015 through September 30, 2020.

Res. #108 Approve: that the Board of Trustees approve the transfer of $198,201.77 from the projects on the attached list to a designated Plant Fund to support funding of the salary and benefits for the position of Construction Manager for Fiscal Years 16, 17 and 18.

Res. #108

WHEREAS, the Board of Trustees on April 26, 2005 approved Resolution #96 authorizing a $525,000 transfer from the FY’04 year-end unrestricted fund balance to the unrestricted Plant Fund, and

WHEREAS, the Board of Trustees on June 28, 2005 approved Resolution #95 authorizing a $1,500,000 transfer from the FY’04 year-end unrestricted fund balance to the unrestricted Plant Fund, and

WHEREAS, the projects designated in the above stated resolutions have been completed or scope revised and we have identified funds available totaling $198,201.77, and

WHEREAS, the Position of Construction Manager was created and staffed to meet the ongoing demands of construction management and planning at all three campuses.

THEREFORE BE IT RESOLVED that the Board of Trustees approve the transfer of $198,201.77 from the projects on the attached list to a designated Plant Fund to support funding of the salary and benefits for the position of Construction Manager for Fiscal Years 16, 17 and 18.

Res.#105 Approve: Appointment: Victoria DeLaurentis, Assistant Director, Financial Aid effective July 1, 2015 at an annual salary of $63,398; John Heenan, Assistant Professor, Criminal Justice

**Res.#105**  
It is respectfully recommended, by the President, that the Board approve the following:

**Appointment**

**Victoria DeLaurentis**, Assistant Director, Financial Aid effective July 1, 2015 at an annual salary of $63,398.

**John Heenan**, Assistant Professor, Criminal Justice effective August 24, 2015 at an annual salary of $54,694.

**Edward Perkins**, Construction Manager, Facilities Management effective May 27, 2015 at an annual salary of $70,832.

**Leave of Absence**

**Leila Crawford**, Assistant Professor, English effective August 24, 2015 through May 20, 2016.

**Resignation**

**Beth Leahey**, Assistant Professor, Nursing effective June 30, 2015.


**Res. #106**: Approve: upon the recommendation of the President that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to Professor Fredrick Schaaf in recognition of his admirable service and lasting contributions to Atlantic Cape Community College.

**Res. #106**

WHEREAS, Professor Fredrick Schaaf, a local astronomy expert, has actively served the Atlantic Cape Community College family as the 2015 Beacons by the Sea Visiting Professor, and

WHEREAS, under the visiting professor program, Professor Schaaf worked to develop curriculum for the College’s Astronomy courses, and

WHEREAS, Professor Schaaf has organized the middle school, “Star Parties” for the benefit of the community, and

WHEREAS, Professor Schaaf has taught the course Fundamentals of Astronomy, and

WHEREAS, Professor Schaaf exemplifies the values that Atlantic Cape Community College seeks to instill in its graduates.

THEREFORE BE IT RESOLVED upon the recommendation of the President that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to Professor Fredrick Schaaf in recognition of his admirable service and lasting contributions to Atlantic Cape Community College.

Coskey mentioned to approve Consent Agenda items with Resolution #111 change to **SEPT 30** end date, Walsh seconded.  
Role Call:  
All Ayes  
No Nays
IX. BUDGET REPORT

-Mento stated the following: Preliminary Fiscal Year 2014-15 year-to-date data summarized in the Board Summary Report for the ten months ended April 30, 2015, indicate the College has earned 91.81% of budgeted revenues and expended 76.95% of budgeted expenses. Although revenues are not expected to achieve the FY15 budgeted goal, there are savings in salaries and benefits lines. Based on year to date activity through April 30, 2015 and projections for the last two months of Fiscal Year 2015, management projects the College will attain the budgeted Fiscal Year 2014-15 margin.

-Mento acknowledged Annual Budget Message-July 1, 2015-June 30, 2016
The tuition and fee schedule and revenue budget were approved by the Board in March (Resolutions # 81 & #82). The county appropriation was approved at the Board of School Estimate held in April.

Board Secretary Note: Annual Budget Message was included in board package.

X. REGULAR RESOLUTIONS

Res.#102 FY15 Financial Statement for ten months ended April 30, 2015.
-Mento motioned to approve Resolution #102, Walsh seconded.
Role Call
All Ayes
No Ayes

Res. #103 Rev. Approve: OQ122, Professional Architectural Services, original $854,626.00, Res. #107 Revision, revised $890,749.00, RES. 107B Spiezle Architectural Group, Trenton, NJ; OQ136, Media Buying, $93,000.00, FY16 College Relations, $31,000.00, (not to exceed), FY16 Marketing $31,000.00, FY16 ACA Marketing $16,000.00, FY16 Continuing Education $15,000.00, Entrepreneur Advertising, Linwood, NJ; OQ137, Printing, 2015-16 Continuing Ed Guides, $18,757.00, FY15-16 Non-Credit Publications Operational, Bartash Printing, Philadelphia, PA; Bid Ex 714, Healthcare Simulation Equipment, Sole Source, $173,690.35, TAACCCT Grant, Laerdal Medical Corporation, Wappingers Falls, NY; Bid 1802, Culinary Equipment, FY15 Perkins Funds, original $41,956.00, Res. #41 Revision, Jan 2015 revision $46,485.58, revised $65,370.58, Todd Devin Food Equipment, Yardley, Pa; Bid 1807, Furniture, Phase I Student Success, $369,235.13, Go Bonds/Chapter 12, W.S. Goff, Mays Landing, NJ; Total $1,610,802.06.

Res. #103
OQ122 Professional Architectural Services original $854,626.00
Res. #107 Revision
(A)revised $890,749.00
(B)revised $900,599.00
Spiezle Architectural Group
Trenton, NJ

OQ136 Media Buying $93,000.00
FY16 College Relations $31,000.00 (not to exceed)
FY16 Marketing $31,000.00
FY16 ACA Marketing $16,000.00
FY16 Continuing Education $15,000.00
Entrepreneur Advertising
Linwood, NJ
Bid Ex 714 Healthcare Simulation Equipment, Sole Source $173,690.35
TAACCCT Grant
Laerdal Medical Corporation
Wappingers Falls, NY

-Mento stated that this is a purchase of SimMan equipment and accessories to be used by students in the new Paramedic Program and in other healthcare programs such as Emergency Medical Technician, Medical Assistant and Patient Care Technician. The equipment will be located at the WACC Health Professions Institute (HPI).

Bid 1802 Culinary Equipment, FY15 Perkins Funds original $41,956.00
Res. #41 Revision Jan 2015 revision $46,485.58
revised $65,370.58
Todd Devin Food Equipment
Yardley, Pa

-Mento stated that this is the purchase of an additional chiller/ blaster for the Academy of Culinary Arts to be funded through the Perkins grant.

Bid 1807 Furniture, Phase I Student Success $369,235.13
Go Bonds/Chapter 12
W.S. Goff
Mays Landing, NJ

-Torres asked why there is a 107A and 107B.
-August explained that 107B which totals of $900,599 is an accumulation of all changes required for the contract.

-Mento motioned to approve Resolution #103, Byrne seconded.

Role Call
All Ayes
No Nays

Res. #105A Approve: Faculty Promotions: Richard Benner, from Associate Professor, Philosophy and Religion to Professor, Philosophy and Religion effective August 31, 2015 at a salary increase from $64,854 to $72,766; Michael Bolicki, from Assistant Professor, Educational Psychology to Associate Professor, Educational Psychology effective August 31, 2015 at a salary increase from $58,943 to $61,890; Mark Camma, from Associate Professor, Accounting to Professor, Accounting effective August 31, 2015 at a salary increase from $66,587 to $72,766; William Dougherty, from Associate Professor, Computer Information Systems to Professor, Computer Information Systems effective August 31, 2015 at a salary increase from $72,913 to $76,559; Donna Marie McElroy, from Assistant Professor, Social Science to Associate Professor, Social Science effective August 31, 2015 at a salary
increase from $58,943 to $61,890; **Gwen McIntyre**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $58,167 to $61,449; **Augustine Nigro**, from Assistant Professor, History and Government to Associate Professor, History and Government effective August 31, 2015 at a salary increase from $58,943 to $61,890; **Judith Otternburn-Martinez**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $57,137 to $61,449; **Shirley Shields**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $57,920 to $61,449; **Lisa Stein**, from Associate Professor, Social Science to Professor, Social Science effective August 31, 2015 at a salary increase from $64,854 to $72,766; **James Taggart**, from Associate Professor, Computer Information Systems to Professor, Computer Information Systems effective August 31, 2015 at a salary increase from $64,825 to $72,766; **Regina Van Epps** from Assistant Professor, English to Associate Professor, English effective August 31, 2015 at a salary increase from $63,623 to $66,804.

Res. #105A
It is respectfully recommended, by the President, that the Board approve the following:

**Faculty Promotions**

**Richard Benner**, from Associate Professor, Philosophy and Religion to Professor, Philosophy and Religion effective August 31, 2015 at a salary increase from $64,854 to $72,766.

**Michael Bolicki**, from Assistant Professor, Educational Psychology to Associate Professor, Educational Psychology effective August 31, 2015 at a salary increase from $58,943 to $61,890.

**Mark Camma**, from Associate Professor, Accounting to Professor, Accounting effective August 31, 2015 at a salary increase from $66,587 to $72,766.

**William Dougherty**, from Associate Professor, Computer Information Systems to Professor, Computer Information Systems effective August 31, 2015 at a salary increase from $72,913 to $76,559.

**Donna Marie McElroy**, from Assistant Professor, Social Science to Associate Professor, Social Science effective August 31, 2015 at a salary increase from $58,943 to $61,890.

**Gwen McIntyre**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $58,167 to $61,449.

**Augustine Nigro**, from Assistant Professor, History and Government to Associate Professor, History and Government effective August 31, 2015 at a salary increase from $58,943 to $61,890.

**Judith Otternburn-Martinez**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $57,137 to $61,449.

**Shirley Shields**, from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective August 31, 2015 at a salary increase from $57,920 to $61,449.

**Lisa Stein**, from Associate Professor, Social Science to Professor, Social Science effective August 31, 2015 at a salary increase from $64,854 to $72,766.

**James Taggart**, from Associate Professor, Computer Information Systems to Professor, Computer Information Systems effective August 31, 2015 at a salary increase from $64,825 to $72,766.

**Regina Van Epps** from Assistant Professor, English to Associate Professor, English effective August 31, 2015 at a salary increase from $63,623 to $66,804.
- Torres noted that it was good to see the promotions of our teachers and asked Curristine to explain the promotion process.

- Curristine explained the process of promotions of faculty is a rigorous one and includes: teaching effectiveness, service to community, student evaluations, and continuing education. Mora continued that under Middle States that faculty advancement is critical and this strategy enables us to promote potential leaders of our college and provide program development and program review. Faculty are our core, an investment in leadership of our college.

- Evans read resolutions. Evans motioned to approve Resolution #105A, Gibbons seconded.
  Role Call
  All Ayes
  No Nays

  Res. #105B
  It is respectfully recommended, by the President, that the Board approve the following:

  Appointment
  Jean McAlister, Dean, Resource Development, President and Board of Trustee Operations effective July 1, 2015 at an annual salary of $95,836.

  Coskey motioned to approve Resolution #105B, Gibbons seconded.
  Role Call
  All Ayes
  No Nays

  XI. COMMITTEE REPORTS: DISCUSSION/QUESTIONS
  - Walsh stated that in Long Range Planning they requested a briefing of the many grants that we are awarded. Jamison stated they are working on this year’s grants directory and plan to provide information to Long Range Planning and BOT in June.

  XII. OTHER BUSINESS
  - Torres asked if there were any comments from the Public
    - None

  IV. EXECUTIVE SESSION
  - Mento motioned to go into executive session at 8:20pm and Clemans seconded.
    Role Call
    All Ayes
    No Nays

  V. REGULAR SESSION
  - Upon conclusion of executive session at 9:30pm, Lefke motioned to go into open session and Coskey seconded.
    Role Call
    All Ayes
    No Nays
Resolution #113
-Greco requested for a motion to approve the Consent Decree as reported by Richard Goldstein.
-Lefke motioned to approve, Byrne seconded.

Role Call
All Ayes
No Nays

ADJOURNMENT
-At 9:35pm Walsh motioned to adjourn, Gibbons seconded.
Role Call:
All Ayes
No Nays

Attachments: Budget, Finance & Audit, May 19, 2015 (draft)
Diversity & Equity, April 30 2015 (draft)
Long-Range Planning & Capital Projects, May 19, 2015 (draft)
Personnel & Board Development, May 20, 2015 (draft)