Secretary's Note: At 7:15 p.m. a reorganization meeting of the Board was held and at 7:25 p.m. the meeting was adjourned. Chairperson Lefke called for an executive session and at 7:50 p.m. the executive session was adjourned.

I. CALL TO ORDER REGULAR SESSION

On Tuesday, November 22, 2005, at 7:27 p.m. Chairperson Brian Lefke called to order the regular session.

II. STATEMENT OF ADEQUATE NOTICE

In compliance with the "Open Public Meetings Act" of New Jersey, BettyAnn Inloes Hines read a statement confirming adequate notice of this meeting was provided by posting at the Bulletin Board, 2nd floor, “J” Building, main 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 November 11, 2005.

III. FLAG SALUTE

Chairperson Lefke asked everyone to rise and salute the flag. Everyone recited the Pledge of Allegiance.

IV. ROLL CALL

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<tr>
<th>College Personnel</th>
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<tr>
<td>Robert J. Boyer</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>Lynn P. Kramer</td>
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<td>Jayna Laxman</td>
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<td>Brian G. Lefke</td>
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<td>Mary B. Long</td>
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<td>Andrew W. Melchiorre</td>
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<td>Maria Ivette Torres</td>
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<td>Dr. Peter Mora</td>
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<td>Kathleen J. Corbalis</td>
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<td>Douglas Hedges</td>
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<td>Patricia Owens</td>
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<td>Dr. Richard Perniciaro</td>
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<td>Dr. Joseph Rossi</td>
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<td>Carmen Royal</td>
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<td>Therese Sampson</td>
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<td>Leslie Jamison, CPA</td>
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<td>BettyAnn Inloes Hines</td>
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<td>Brittany Williams</td>
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<td>Louis J. Greco, Esquire</td>
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<td>Others in Attendance</td>
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<td>George Boileau, Atlantic County Treasurer</td>
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<td>Lauren Huggins, Cape May County Herald</td>
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<td>Jim Usilton, ACCC employee</td>
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V. CALL TO ORDER – EXECUTIVE SESSION

Chairperson Lefke called for an executive session and requested that the public and ACCC employees except for Dr. Mora, Dr. Rossi and Lou Greco, Esquire, leave the meeting.
Secretary's Note: At 7:51 p.m. the regular session reconvened.

VI. APPROVAL OF REGULAR MEETING MINUTES FROM OCTOBER 25, 2005

Chairperson Lefke asked the Board to approve the regular session minutes for October 25, 2005.

Board secretary Hines stated that there was a correction to page 7564. The date should be November 22, 2005, instead of October 25, 2005.

Ms. Long moved and Dr. Dworsky seconded the approval of the regular session minutes with the above correction.

ROLL CALL: ALL AYES, NO NAYS

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VIII. REPORTS OF OFFICERS AND AGENTS

A. Financial Report: Mr. Boyer reported that the Board Summary Report for October 31, 2005, is in the fourth month of fiscal year 2005-2006. It shows a margin of $3,394,975. The college has earned 45.3% of budgeted revenues and expended 33.22% of budgeted expenses. It is projected that the 2006 fiscal year will end with a “0” margin. Changes in the margin over the previous year are 3.1% lower due to an adjustment on expenses from the previous year. Summer 2005 Credit Hour Enrollment is 3.6% higher than budget and 1.45% lower than budget for Fall 2005.

Mr. Melchiorre moved and Dr. Dworsky seconded acceptance of the financial report.

ROLL CALL: ALL AYES, NO NAYS

Ms. Kramer stated that she still wanted the information on enrollment she requested last month. She asked for an enrollment report that was based on the budget to justify our increase in capital expenditures that could be shared with the public.

Dr. Mora stated that we will update the enrollment report so that it contains that information.

Mr. Melchiorre stated that we do not need justification for the Cape May County campus. This is a college and it is a non-profit institution whose mission it is to provide adequate access to education for as many students as possible.
Ms. Sampson read Resolution #39, Award of Bids and gave additional supportive information.

Dr. Dworsky moved and Mr. Boyer seconded the following. It is respectfully recommended that the Board of Trustees approve the following:

| Bid Exempt | Public Utility Services – Connection Fee, Cape May Campus Construction Budget (JEC) | $70,400.00 |
| Bid Exempt | Tech Prep Grant Reimbursement (FY’05 Tech Prep Grant) | $49,841.30 |
| Bid Exempt | Emergency Repair – Replace leaking underground heat loop (Chapter 12 – HVAC Repairs, Mays Landing) | $52,587.00 |

B. President’s Report: President Mora stated that he had five items for update to the Board—the status of the Middle States Self Evaluation, community service activity, Board retreat in January, formation of a blue ribbon committee– Business and Labor for Stronger Community Colleges, and his acceptance of the Omega Psi Phi Fraternity, Inc., 2005 Achievement Award.

Dr. Elaine Ryan, chairperson of the re-accreditation team for Middle States, visited our campus recently and gave us useful feedback and guidelines. We were told to state the essential elements and support with good data, use graphic representation where possible, and describe how we are responding to areas in need of strengthening. The Middle States full team visit is from March 26-29, 2006.

As a community service activity, the college assisted the Atlantic County Department of Public Health on October 29, from 7 a.m. to 1 p.m., and served as a flu clinic site because of the long lines last year. Approximately 709 inoculations were given out. We received a thank you letter from County Executive Dennis Levinson.

The Board Retreat Ad Hoc Committee has prepared a needs assessment. They have reviewed the topics and logistics. The three top items are: (#1) future direction of the college, (#2) Board development and (#3) Board self-evaluation. It will be a one-day
retreat preferably on a Saturday. We are looking at the dates of January 21 or 28. There were recommendations to the committee for a facilitator and we will do some pre-retreat preparation.

Last spring the Council of County Colleges spoke about forming a statewide committee of business and labor. The purpose of the groups is to work with the council and lobby the state legislators for affordable under graduate education. Mr. Bob McDevitt, President of the Hotel and Restaurant Employees Local 54, and Mr. Mac Seeling, President, Atlantic City Coin and Slot, are our representatives.

On November 19, 2005, Dr. Mora received a 2005 Achievement Award, (Manhood Award) from Omega Psi Phi Fraternity, Inc., Upsilon Alpha Chapter, of Atlantic City. The award was for his service in promoting access to the community college, especially for students from non-traditional backgrounds.

Dr. Mora closed his report.

IX. REPORTS OF COMMITTEES AND INDIVIDUAL TRUSTEES

A. ACCC Foundation: Mr. Boyer gave the following report on the November 22, 2005, Foundation Board meeting.

1. Save the Date cards are now out for The Press of Atlantic City Restaurant Gala to be held Thursday, March 23, at the Atlantic City Convention Center. Commerce Bank has again agreed to serve as presenting sponsor and the bank’s Founder and Chairman Vernon Hill will be honored at the event.

2. The Foundation has now received the remaining proceeds from the Cape May County Championship Golf Tournament held last month. A total of $15,000 was raised for scholarships for Cape May County students.

3. Donations continue to come in for the Leaves for Learning beautification campaign. More than $76,000 has been pledged by close to 200 donors.

4. The next meeting of the ACCC Foundation will be held at 8 a.m., Thursday, December 1, at the Mays Landing campus. Trustees are welcome to attend.

B. Budget, Finance and Audit: The November 11, 2005, Budget, Finance and Audit Committee conference call minutes are attached.

Mr. Boyer presented the following resolution and Dean Owens gave the background information.

WHEREAS, the New Jersey Department of State, Office of Faith Based Initiatives (OFBI), is accepting applications for Grant Writing Intermediary (GWI) that develop, design programs and submit grant proposals for faith and community-based organizations, and
WHEREAS, the college is proposing to meet with organizations referred by the OFBI and develop proposals for funding, and

WHEREAS, ACCC will partner with faith-based and community organizations to provide grant-writing services and training in the development of grant proposals, and

WHEREAS, the maximum amount of the grant is $90,000 for 2006 from January 1, 2006 through December 31, 2006.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the Office of Faith Based Initiatives Grant Writing Intermediary (see attached) from January 1, 2006 through December 31, 2006, for a maximum of $90,000.

There were questions from the Board and they were answered by President Mora and Dean Owens.

Dr. Dworsky moved and Mr. Melchiorre seconded the following.

ROLL CALL: ALL AYES, NO NAYS

Mr. Boyer read and moved and Dr. Dworsky seconded the following.

WHEREAS, the Lenfest Foundation is interested in funding educational and arts organizations, and

WHEREAS, the college is continually seeking to update facilities and provide current technologies, and

WHEREAS, this grant would provide for the purchase and installation of sound and communications systems for the Walter E. Edge Theater, and.

WHEREAS, the maximum amount of the grant is $50,000 for one year from January 1, 2006 through December 31, 2006.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for a Lenfest Foundation Grant (see attached) from January 1, 2006 through December 31, 2006 for a maximum of $50,000.

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky read and explained and Ms. Long seconded the following.

The Board asked several questions and deans Owens and Wexler answered their questions.

WHEREAS, the U.S. Department of Education is providing Title VI funds for curriculum and professional development activities, and

WHEREAS, the Midwest Institute Consortium is applying for a Title VI Grant, and

WHEREAS, the college is continually seeking to update curriculum and provide faculty with professional development opportunities, and

WHEREAS, this grant would provide curriculum and professional development activities for all academic departments, and

RESOLUTION:
Application – Apply for the Office of Faith Based Initiatives Grant Writing Intermediary from 1/1/06 through 12/31/06, for a maximum of $90,000

RESOLUTION:
Application – Apply for a Lenfest Foundation Grant from 1/1/06 through 12/31/06 for a maximum of $50,000

RESOLUTION:
Application – Apply as a consortium member, for the US Dept. of Education Title VI Grant from 1/1/06 through 12/31/09 for a maximum of $50,000
WHEREAS, the maximum amount of the grant is $50,000 for four years from January 1, 2006 through December 31, 2009.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply, as a consortium member, for the United States Department of Education Title VI Grant (see attached) from January 1, 2006 through December 31, 2009 for a maximum of $50,000.

ROLL CALL: ALL AYES, NO NAYS

Secretary's Note: Resolution #43, Designation of Banking Depositories/Funds Transfer Agreements was considered at the Board reorganization meeting held prior this regular meeting.

C. Long-Range Planning and Academic Affairs: Ms. Long gave the report in the absence of Mr. Reynolds, Long-Range Planning and Academic Affairs chairperson.

Ms. Long stated that the committee met and there were some issues. They talked about the Facilities Master Plan. Ms. Long stated that the emphasis is on the academic plan and the capital plan should follow the academic plan.

Ms. Long asked Ms. Sampson to give more detailed information.

Ms. Sampson stated that the RFP will go out this month and the funding is under Chapter 12. The project is in four phases. She gave the specifics concerning the Facilities Master Plan and listed areas that need to be reviewed.

• strategic/academic plant (credit and continuing education) and assessment of existing conditions;
• projection of future facilities and campus wide systems, Mays Landing and East Campus;
• Lighting Master Plan, Technology Master Plan, and Graphics Master Plan;
• projection of future expansion for the two campuses.

The proposals will come in with prices for each phase to provide flexibility in the award.

D. Minority Affairs: None

E. Personnel Committee: Dr. Dworsky referenced Res. #38 and moved the appointments and resignation, and Mr. Melchiorre seconded the following.

It is respectfully recommended that the Board approve the following:

Appointments

Sonia Cruz, recruitment specialist, Institute for Service Excellence, Continuing Education Department, an externally funded temporary position, effective November 28, 2005, at a salary of $29,180.

Kristin Fletcher, Admissions Specialist, effective November 28, 2005, at a salary of $29,180.
Resignation

Anthony “Pistol” Ranere, Construction Manager, effective December 1, 2005.

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky stated that under the recommendation of the Personnel Committee, the Board at today’s earlier reorganization meeting tabled Resolution #38A, Code of Ethics for College Trustees.

Dr. Dworsky read and moved and Mr. Boyer seconded the following.

WHEREAS, Agnes Gallo served Atlantic Cape Community College faithfully for more than 22 years, and

WHEREAS, Ms. Gallo provided knowledgeable and dedicated purchasing services while employed as a buyer, and

WHEREAS, Ms. Gallo expressed her intent to retire from the College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board accepts the retirement of Agnes Gallo, retroactive to August 1, 2005.

BE IT FURTHER RESOLVED, that the Board extends to Ms. Gallo its appreciation for her service and best wishes for health and happiness in her retirement.

ROLL CALL: ALL AYES, NO NAYS

Secretary’s Note: Resolution #38A was tabled at the Board reorganization meeting held prior to the regular meeting.

X. OTHER BUSINESS

Reappointed Chairperson Lefke commented that the college’s accomplishments last year were good. He noted that the college “stabilized” the China program, started an energy program, opened the Cape May County Campus and hired a new president. He also stated that we are going forward with our capital planning needs, Middle States Accreditation and stabilizing the executive staff. Noting that we have another year to go, he thanked everyone for their support.

XI. COMMENTS FROM THE PUBLIC

Dean Rossi mentioned the passing Mr. Charles “Chuck” Reynolds former ACCC Board chairperson and member.

XII. DISCUSSION OF MATTERS PERTAINING TO PERSONNEL AND LITIGATION

The following resolution was introduced (Dr. Dworsky) and seconded (Mr. Boyer):

RESOLUTION: (continued)
Resignation - A. Ranere, Construction Manager

RESOLUTION:
Retirement – A. Gallo, retroactive to 8/1/05

OTHER BUSINESS

COMMENTS FROM THE PUBLIC
RESOLVED: At a public meeting of the Board of Trustees to be held on December 13, 2005, 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 Dr. Dworsky and second by Mr. Boyer the meeting was adjourned at 8:35 p.m. in the Board Room, J-202, at the ACCC campus in Mays Landing, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary