I. CALL TO ORDER REGULAR SESSION

On Tuesday, July 25, 2006, at 7:00 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 the State of New Jersey adequate notice of this regular meeting of the Board of Trustees was provided by posting at the bulletin board, 2nd Floor, “J” Building, main campus, the Cape May County Campus, and the Charles D. Worthington Atlantic City Center 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 July 13, 2006.

III. FLAG SALUTE

Chairperson Lefke 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>
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<tbody>
<tr>
<td>Lynn G. Baumgardner</td>
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<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>Dr. Albert A. Monillas</td>
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<td>Eric Reynolds</td>
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<td>Nicholas F. Talvacchia</td>
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<td>Dr. Peter Mora</td>
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<td>Kathy 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>Bobby Royal</td>
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<td>Carmen Royal</td>
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<td>Therese Sampson</td>
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<td>Catherine Skinner, CPA</td>
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<td>Dr. Art Wexler</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>George Boileau, Atlantic County Treasurer</td>
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<td>Christine Cote, Cape May County Herald</td>
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<td>Karen Beckman, ACCC employee</td>
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<td>Grant Wilinski, ACCC employee</td>
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V. CALL TO ORDER EXECUTIVE SESSION

Chairperson Lefke stated that an executive session was not needed.

VI. APPROVAL OF REGULAR AND EXECUTIVE SESSION MINUTES OF JUNE 27, 2006

Chairperson Lefke asked for approval of the regular and executive session minutes if there were no corrections.
Mr. Boyer moved and Dr. Dworsky seconded approval of the June 27, 2006, regular and executive session minutes.

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. Talvacchia gave highlights of the Budget, Finance and Audit Committee’s July 18, 2006, minutes (see attached).

Ms. Kramer requested a summary of the $1,836,606 margin given in the May 31, 2006, Board Summary Report since the margin for June 30, 2006, is between $200,000 and $250,000. She wants to understand the difference in the fund balances.

Mr. Talvacchia moved and Mr. Boyer seconded acceptance of the June 30, 2006, financial report (draft as of July 13, 2006).

Chairperson Lefke stated that he wanted the Board to acknowledge Dr. Mora’s recent efforts in lobbying the state for community college funding.

The Board members agreed.

ROLL CALL: ALL AYES, NO NAYS

Mr. Talvacchia asked Ms. Sampson to present Resolution #4, Award of Bids.

Ms. Sampson read and explained the resolution.

Mr. Talvacchia stated that the total amount of the resolution is $174,015.50.

Mr. Talvacchia moved and Mr. Boyer seconded the following:

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

Bid Exempt 486 Lease an additional apartment (10 months) for ACA students

Dilucia Management Corporation, Blue Heron Pines
Egg Harbor, NJ

$18,500.00

Bid Exempt 487 WEBCT Licensing Fees for FY’07, Consortium purchase, (FY’07 Academic Operational Budget)

New Jersey Virtual Community College Consortium
Trenton, NJ

$26,933.00

Bid Exempt 488 Demolition of “G” Building, Interagency Agreement, (Plant Fund)

$18,450.00
Atlantic County Improvement Authority  
Mays Landing, NJ  

Bid Exempt  
Revision of Existing Professional Services Contract  
A/E Worthington Center, (Chapter 12/EDA Grant/CRDA Grant)  

$110,132.50  

Approved $168,375 in September 2005  

Balance of original proposal $52,125.00  
Added scope $58,007.50  

Blumberg Associates  
Atlantic City, NJ  

Chairperson Lefke asked if there were any questions.  

ROLL CALL: ALL AYES, NO NAYS  

Mr. Boyer explained and moved and Mr. Talvacchia seconded the following:  

WHEREAS, the college recognized the need to provide a consistent, reliable, and cost effective fuel delivery system for vehicles at the Cape May County Campus; and  

WHEREAS, there currently are not any fuel tanks located on the grounds of the Cape May County Campus; and  

WHEREAS, the college has initiated dialogue with the Board of Chosen Freeholders of the County of Cape May to use the gasoline and diesel fueling stations for refueling the vehicles owned and operated by Atlantic Cape Community College (see attached); and  

WHEREAS, the Board of Chosen Freeholders of the County of Cape May has provided a positive response for the College to be admitted into the Cape May County Commodity Resale System.  

THEREFORE BE IT RESOLVED that the Board of Trustees approves by this resolution the institution of a Commodity Resale Agreement with the Board of Chosen Freeholders of the County of Cape May to refuel the gasoline and diesel powered vehicles owned and operated by the College at the county’s fueling stations.  

Chairperson Lefke asked if there were any questions.  

ROLL CALL: ALL AYES, NO NAYS  

B. President’s Report: Dr. Mora stated that he had several items to report noting that there were items on display (a Robin Hood arrow from the archery team, ceremonial resolution from Assemblyman James Whelan and a framed letter of thank you from the Miss Cape May County Scholarship Pageant) in the back of the room.  

Dr. Mora stated that the reception for the ACCC archers and coaches was held on July 19th. The college acknowledged individual archer awards, the men’s recurve team’s national first place title at the United States Intercollegiate Archery Championship in May and Head Coach Helen Bolnick’s Coach of the Year award. The reception was attended by Board members,
Mr. David Evans, Dr. Albert Monillas and Ms. Maria Torres, and ACCC Foundation President, Ms. Lynda Pagliughi.

Dr. Mora asked Dean Skinner to talk about the ACCC Grants Directory, July 21, 2006, in the Board members' padfolios.

Dean Skinner gave an overview of the grants directory stating that the Table of Contents is in three sections: Section I, Fiscal Year 2006; Section II, Fiscal Year 2007; and Section III Fiscal Year 2007 – Pending. She said that restricted funds are not part of the institutional budget. The directory is put out twice a year.

Dr. Mora stated that he was a judge at the Miss Cape May County Scholarship Pageant on July 15. The college provided a scholarship award for the winner.

Dr. Mora said that Atlantic County invited the college to participate in the Moody’s Investors Service hearing as part of a review of the county’s bond rating. Dr. Mora and Dean Perniciaro served as panelists. Dean Perniciaro said that their information was well received by the analysts from Moody’s, and that the county was trying to improve their bond rating. Moody’s will keep Atlantic County’s bond rating stable. Dean Perniciaro stated that the college was invited to participate to demonstrate that Atlantic County is not reliant on just one industry—casinos—but that there is a diversity of industries in the county.

Dr. Mora said that tonight Rutgers University is having an “open house” on the main campus in Cafeteria B. There are courtesy t-shirts and tote bags from Rutgers for the Board members on the back table.

On August 30 at 11 a.m. on the main campus Rutgers and the college will host a signing ceremony in recognition of the university expanding its offerings at the college. The Board and other dignitaries will be formally invited.

Dr. Mora stated that Rutgers will be offering a degree completion program. The program will begin with a degree completion in liberal studies and could expand to 12 programs. A degree completion program means that the senior institution is co-located on the ACCC campus and the students complete their degree at the ACCC campus. It is an alternative to the articulation model.

Dr. Mora showed photographs and a Channel 40 news report video on the Kids College summer program at the Worthington Atlantic City Center and Cape May County Campus. He stated that the program is in its 15th year.
IX. REPORTS OF COMMITTEES AND INDIVIDUAL TRUSTEES

A. ACCC Foundation: Dr. Monillas gave the ACCC Foundation Report for July 25, 2006, which is attached.

B. Academic & Student Affairs: Mr. Reynolds reported on the July 19, 2006, Academic and Student Affairs Committee minutes which are attached.

C. Budget, Finance & Audit: Report given earlier by Mr. Talvacchia.

D. Long-Range Planning & Capital Projects: Dean Perniciaro reported on the July 17, 2006, Long-Range Planning and Capital Projects Committee minutes which are attached.

E. Minority Affairs: The Minority Affairs Committee July 20, 2006, Executive Summary is attached.

Ms. Baumgardner thanked the sponsors—Cape Savings Bank, The Borgata, Kramer Beverage Company, Guthrie Glass and Baumgardner Construction—of the Kids College summer program at the main campus, Worthington Atlantic City Center and the Cape May County Campus. She also thanked the staff and Minority Affairs Committee. Thirty-eight students attended the program. Ms. Baumgardner said, "Kids College meets the mission of the college and makes the main campus and branch campuses more noticeable to the community."

F. Personnel: The July 17, 2006, Personnel Committee meeting minutes are attached.

Dr. Dworsky read and moved and Dr. Monillas seconded the following:

It is respectfully recommended that the Board approve the following full-time faculty appointments with each effective September 5, 2006, and each individual compensated with a base salary of $43,065:

Barbara Heard, Assistant Professor of Biology
Christine English-Martin, Assistant Professor of Paralegal Studies
Leila Mojibian, Assistant Professor of English
Stephanie Natale, Assistant Professor of Developmental English
Gwen McIntyre, Assistant Professor of English as a Second Language

Chairperson Lefke asked if there were any questions.

ROLL CALL: ALL AYES, NO NAYS

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

WHEREAS, Atlantic Cape Community College has consistently strengthened the selection, training, evaluation and mentoring programs for its adjunct instructors, and
WHEREAS, the College’s part-time teachers can attain Senior Adjunct Instructor status after:

- Earning a master’s degree or equivalent certification and experience
- Completing four consecutive semesters of effective teaching
- Participating in college-sponsored orientation and mentoring programs
- Demonstrating professional development, and

WHEREAS, the College has encouraged and supported the professional development and preparedness of its adjunct teaching staff through a defined ACCC tuition waiver program, and

WHEREAS, ACCC competes with neighboring educational institutions to recruit and maintain high quality adjunct teaching professionals to supplement the full-time faculty

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board approve the following addendum to attached Board Policy #107:

*Senior Adjunct Instructors not teaching in the summer may enroll in one summer credit course, tuition free, provided they have committed to teaching a credit course in the upcoming fall semester*

BE IT FURTHER RESOLVED, that the Board extends its gratitude and appreciation to the talented and devoted professionals who constitute the College’s part-time instructor workforce.

Chairperson Lefke asked if there were any questions.

Dr. Monillas asked if this was only for ACCC courses.

Dr. Mora said that the credit was for ACCC courses only.

ROLL CALL: ALL AYES, NO NAYS

Dr. Dworsky said that as a result of the Board’s self-assessment, the Board wanted up-to-date information and access to documents integral to effective board operation. She said that Associate Dean Grant Wilinski and Brittany Williams will give a Board Development Update presentation on the Trustee Resource Center and the Board of Trustees Web Site. An outline of the presentation was handed out (see attached). Dr. Dworsky acknowledged the technological assistance of Dean Hedges on this project.

Using the video, Associate Dean Wilinski demonstrated how to use the Trustee Resource Center, [www.atlantic.edu/library/BoiardResourceCollection.html](http://www.atlantic.edu/library/BoiardResourceCollection.html), and Ms. Williams showed how to access the Board of Trustees web site, [www.atlantic.edu/about/board/trustrees.html](http://www.atlantic.edu/about/board/trustrees.html).

The Trustee Resource Center, located on the lower level of the William Spangler Library, houses the current institutional material, annual reports, budget message, environmental scan, etc. It also houses the Middle States study documents.

Dean Wilinski stated that the Trustee Resource Center will help the Board members become better informed. A limited amount of material will be kept on reserve at the Cape May
County Campus and material can also be requested from the main campus. Dean Wilinski said that Ms. Kathy Fritz, library technician, did the groundwork on this system. If you have any questions, you can contact her at kfritz@atlantic.edu or (609) 343-4951.

Ms. Williams did a video demonstration of the Board of Trustees web site which is updated regularly by the President’s Office and can be accessed from any internet ready computer. The web site contains the college’s policies and procedures, Board meeting schedule, calendars, Board minutes, etc. The college is also looking into a secure web site only accessible to Board members.

Ms. Williams said, “We are open to your suggestions and ideas for the Trustee Resource Center and the Board of Trustees web site. You should contact me or Dean Wilinski.”

Dr. Dworsky thanked Deans Wilinski and Hedges and Ms. Williams. She said that due to Ms. Williams update of the Board web site it is “user friendly” and in the future Board member biographies and pictures will be available.

Dr. Mora acknowledged the great work of Dr. Dworsky and the Board Development Committee, which operates under the standing Personnel Committee of the Board of Trustees, in moving forward on this initiative. He feels that by next year we will have a model program that integrates with the technology base at the college.

X. OTHER BUSINESS

None

XI. COMMENTS FROM PUBLIC

Mr. Boileau thanked Dr. Mora and Dean Perniciaro for participating in the Moody’s Investors Service hearing and stated that some of the bonds Atlantic County will sell support ACCC Chapter 12 building projects.

XII. MOTION FOR EXECUTIVE SESSION PRIOR TO REGULAR MEETING ON AUGUST 22, 2006

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

RESOLVED: At a public meeting of the Board of Trustees to be held on August 22, 2006, 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 Chairperson Lefke and second by Mr. Boyer the regular session was adjourned at 8:00 p.m. in the Board Room at the main campus, Mays Landing, NJ

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary