I. CALL TO ORDER REGULAR SESSION

On Tuesday, September 27, 2005, at 7:00 p.m. Chairperson Brian Lefke called to order the regular session. He stated that this is the first official meeting at the new campus in Cape May County. He thanked everyone that made this a reality. All the feedback he has received has been positive, and this facility is something to be proud of.

II. STATEMENT OF ADEQUATE NOTICE

In compliance with the “Open Public Meetings” Act of the State of New Jersey, BettyAnn Inloes Hines read a statement confirming that adequate notice of this regular meeting of the Board of Trustees was provided in the following manner:

- On September 16, 2005, advance written notice of this meeting was posted at the Bulletin Board, 2nd floor, "J" Building, main campus, 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, and

- On Wednesday, September 21, 2005, notice of the meeting location and time change was published in the Cape May County Herald and The Mainland Journal. On Friday, September 23, 2005, notice of the meeting location and time change was published in The Press of Atlantic City, and

- On September 16, 2005, copies of advance written notice of this meeting was 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, 2005.

III. FLAG SALUTE

Everyone rose and 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>
<td>Dr. Peter Mora</td>
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<td>Robert J. Boyer</td>
<td>Kathleen J. Corbalis</td>
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<td>Dr. Elizabeth A. Dworsky</td>
<td>Douglas Hedges</td>
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<td>David A. Evans</td>
<td>Patricia Owens</td>
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<td>Lynn P. Kramer</td>
<td>Dr. Richard Perniciaro</td>
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<td>Brian G. Lefke</td>
<td>Dr. Joseph Rossi</td>
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<td>Mary B. Long</td>
<td>Bobby L. Royal</td>
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<td>Andrew W. Melchiorre</td>
<td>Carmen Royal</td>
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<td>Eric Reynolds</td>
<td>Therese Sampson</td>
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<td>Maria Ivette Torres</td>
<td>Catherine P. Skinner, CPA</td>
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<td>Dr. Arthur Wexler</td>
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<td></td>
<td>BettyAnn Inloes Hines</td>
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<td>Joyce Hiner</td>
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<td>Louis J. Greco, Esquire</td>
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Others in Attendance

George Boileau, Atlantic Co. Treasurer
Joe Żelnik, reporter, Cape May County Herald
Lauren Huggins, reporter, Cape May County Herald
V. CALL TO ORDER – EXECUTIVE SESSION

Chairperson Lefke stated that there would be no executive session.

Chairperson Lefke gave an update on the list of resolutions for the Board meeting stating that Resolution #22 has been revised and Resolution #24 has been removed.

VI. APPROVAL OF THE REGULAR AND EXECUTIVE SESSION MINUTES FOR AUGUST 23, 2005

Chairperson Lefke asked the Board to approve the regular and executive session minutes for August 23, 2005.

Dr. Dworsky moved and Mr. Boyer seconded the approval of the regular and executive session minutes.

ROLL CALL: AYES, ONE ABSTENTION

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VIII. REPORTS OF OFFICERS AND AGENTS

A. Financial Report: Mr. Boyer reported for Fiscal Year 2005-06 for the two months ended August 31, 2005. He reported a negative margin of $706,271 that compares unfavorably to the prior year’s negative margin of $393,391. He reported last year’s margin includes higher credit hour enrollment and increased state funding. He noted summer 2005 credit hour enrollment is 3.58% over budget.

Dr. Dworsky moved for acceptance of the Board Summary Report and Ms. Long seconded.

ROLL CALL: ALL AYES, NO NAYS

Ms. Sampson presented Resolution #22, Award of Bids, and gave detailed background information.

Mr. Melchiorre moved and Ms. Baumgardner seconded the following.

It is respectfully recommended that the Board of Trustees approve the following:
RESOLUTION: Bid. Ex. 465 – Landscaping, Cape May Campus, Tom’s Landscaping, $152,390.99 /// Bid. Ex. 466 – Professional Services, A/E Worthington Center Renovation Phase II, Blumberg Assoc., $168,375.00 /// Bid. Ex. 457 – Advertising, not to exceed $65,000, Harmelin Media /// Bid. Ex. 467 – Professional Services, Engineering Services – Energy Management, not to exceed $40,000.00, Concord Atlantic Engineers, Inc.

SECRETARY’S NOTE: Changed - Bid Ex. 453 below should be Bid Ex. 457

ROLL CALL: ALL AYES, NO NAYS

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

WHEREAS, on April 26, 2005, the Board of Trustees approved the submission of a proposal for funding under the New Jersey Department of Education for the FY’06 Tech Prep Grant Program (Year 3 of 3) that supports the improvement of vocational programs through a transitional mechanism that provides students with a seamless transition from secondary to postsecondary education, and

WHEREAS, under the terms of the grant, the amount of $229,000 (per consortium) shall be used for the purpose of improving, expanding, and promoting vocational educational programs in hospitality/tourism 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 FY'06 Tech Prep Grant Program (Year 3 of 3) in the amount of $229,000 (per consortium) for FY 2006.

ROLL CALL: ALL AYES, NO NAYS

Secretary's Note: Resolution #24 a grant application removed by the department.

Ms. Long explained and moved and Dr. Dworsky seconded the following:

WHEREAS, NJ Transit desires to establish and provide for the operation and improvement of a coherent public transportation system in the most efficient and effective manner, and

WHEREAS, NJ Transit desires to promote increased rider ship on buses and other means of public transportation and also to encourage the participation of the college in the development of a bus shelter program, and

WHEREAS, the College desires a bus shelter to be installed in order to provide a safe waiting area for commuting students, and

WHEREAS, NJ Transit shall procure and install, at its sole expense, one bus shelter on the Cape May County campus, and

WHEREAS, the college will provide utility service, sidewalks, ramps or slopes as needed, and

WHEREAS, the college will provide the maintenance and repairs on the shelter.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby authorizes the college to enter into an agreement with NJ Transit for the installation of a bus shelter at the Cape May County campus.

ROLL CALL: ALL AYES, NO NAYS

Ms. Kramer asked what costs were associated with the bus shelter.

Ms. Sampson stated that there is no cost to the college. The college will maintain the structure, and it will be similar to the one on the Mays Landing campus.

B. Report of the President: President Mora stated that he had several items to present and the senior staff will be reporting on some of these items.

President Mora noted that he was keynote speaker at the National Association of Industry Specific Training Directors Conference held at Caesars Casino in Atlantic City. A component of workforce development, this is a group of state officers in training.

President Mora asked Ms. Owens to give an update on the “Celebrate The Future” event which is a fundraiser being presented by the ACCC Foundation on Friday, September 30, at the Cape May County campus. Ms. Owens stated that we have raised
over $40,000. We have sold at least 219 tickets and expect 250 people to attend. She asked the Board to attend this celebratory event of the new campus.

She gave the Board a commemorative tile, DVD and brochure on the Cape May County campus grand opening.

Ms. Owens gave an update and handout on the planned location of the Institute for Service Excellence which will be located on the second floor of the Hamilton Mall in Mays Landing.

Ms. Kramer asked about the success of the work of the consortium.

Dr. Mora assured Ms. Kramer that she would receive this information.

Dean Wexler and Effie Russell spoke about the college book, *The Color of Water* by James McBride. This book is read across the academic curriculum by a variety of disciplines. It is an opportunity for students to analyze, discuss and react to the book. The book is about race and culture in America. Mr. McBride will be visiting the main campus on Tuesday evening, November 15. Several events are planned along with a 7 p.m. lecture and jazz performance and 9 p.m. book signing open to the public. A copy of the book was given to the Board.

Professor Russell invited the Board to visit her class during the book discussion.

Dean Carmen Royal gave the fall 2005 enrollment report, 10 day count (unaudited numbers), 9/19/05.

**Fall 2005, total numbers including online classes:**

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<tr>
<td>Heads</td>
<td>6,804</td>
<td>+3.15% over Fall 2004, 10th day</td>
</tr>
<tr>
<td>Credits</td>
<td>63,891</td>
<td>+3.40%</td>
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**Fall 2005, online classes only:**

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<tr>
<td>Heads</td>
<td>1,838</td>
<td>+9.10% over Fall 2004, 10th day</td>
</tr>
<tr>
<td>Credits</td>
<td>8,801</td>
<td>+9.40%</td>
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**Web registration activity:** Fall: 3,384

Ms. Kramer wanted to know how many new heads are in the Cape May County campus facility as a result of providing this building. She asked, “How many new students are at the new campus?” She wanted a forecast of where we are going to be with this building in terms of student attendance.

Dean Perniciaro stated that we are over 90% capacity for this building.
Ms. Kramer stated that she wants to know the incremental growth.

President Mora stated that he would see that the historical data is compiled for this request.

President Mora closed his report.

IX. REPORTS OF COMMITTEES AND INDIVIDUAL TRUSTEES

A. ACCC Foundation: Mr. Boyer gave the following report of the Foundation’s September 27, 2005, meeting.

A number of exciting fund-raising events are planned in the coming weeks. We hope you will be able to join us for these activities.

- On Friday, September 30 from 6 to 9 p.m., the Foundation and Cape Savings Bank will present *Celebrate The Future*, a gala fund-raising event at the Cape May County campus. To date, more than $40,000 in sponsorships and donations has been raised to establish a scholarship endowment at the college.

- Enjoy the culinary delights of chefs from local restaurants and the Academy of Culinary Arts at “Taste of the Gala,” a cooking demonstration and tasting from 6-8 p.m., Thursday, Oct. 6. The event promotes the Press of Atlantic City Restaurant Gala and raises money for the Academy through the Foundation. Also, please mark your calendars now for the 2006 Gala to be held Thursday, March 23, at the Atlantic City Convention Center.

- On Friday, October 14, Cape May National Golf Club will host the Cape May County Championship Golf Tournament to benefit the ACCC Foundation. Golfer and hole sponsors are still needed for this activity, which is chaired by Charlie Pessagno and Jim Cooper. They hope to raise $15,000 in scholarships for Cape May County students.

B. Budget, Finance & Audit Committee: None

C. Long-Range Planning & Academic Affairs: Mr. Reynolds informed the Board that President Mora and Dean Wexler met with the committee earlier this evening and reported on the International Program, Academy of Culinary Arts and new construction on the Mays Landing campus.

The Board asked questions about the status of the remaining Chinese programs and also programs with other countries.

These questions were answered by various members of the senior staff.

Mr. Reynolds reported on the status of the culinary program stating that over the past three to five years enrollment has declined from about 400 students to our current enrollment of 200 students. There are 14 full-time culinary educators. These educator positions have been restructured to accommodate the reduced demand in classes.
President Mora stated that there is a significant demand for employees in the hospitality area.

Mr. Reynolds agreed that there is definitely an interest in the industry.

President Mora also stated that there are programs being generated for hospitality training and ACA does have a prestige associated with the program. They must expand the base of the student enrollment to where it is in demand.

Dr. Wexler stated that there are a range of career paths. There is not just one strategy; we must break down credit and noncredit programs.

Mr. Reynolds stated that the Mays Landing campus has had a 40% increase in enrollment, and there are a lot of space issues. There is a need now to look at new construction. In a 1989 study of New Jersey community colleges there was a 3-5 year new construction cycle.

President Mora suggested that we create a master facilities plan for new construction with support from the freeholder boards and executive directors.

President Mora stated that there is now interest from Rutgers Camden to have space on our campus. There is a national trend for co-location of colleges. This idea is being explored.

Ms. Kramer asked how long we have had increased enrollments, and what percentage of the growth is attributed to online credits.

President Mora stated that our enrollment has been increasing over the last several years.

President Mora said that this idea with Rutgers Camden is only exploratory.

Mr. Reynolds stated that there are two main buildings that need to be on our campus—one is a science and technology and the other is a student center.

D. Minority Affairs: Ms. Baumgardner stated that September 22, 2005, was the first meeting for the 2005-2006 academic year (see Board Minutes Book).

Ms. Baumgardner gave highlights of the meeting from the Executive Summary under Subcommittee Reports stating that the Kids College program will be continued in Atlantic County and in summer 2006 it will be offered in Cape May County.
Dean Bobby Royal thanked the Board members whose businesses—Guthrie Glass and Mirror Co., Inc.; Cape Savings Bank; Kramer Beverage Co., Inc.; The Borgata—made Kids College financially possible by providing scholarships for 40-50 students.

E. Personnel: Dr. Dworsky noted the list of appointments, leave of absence, and title change in Personnel Resolution #21 and moved and Mr. Boyer seconded.

It is respectfully recommended that the Board approve the following:

**Appointments**

- **Irvin Cruz**, Housekeeper I, effective September 28, 2005, at a salary of $22,108.
- **Mary Beth DeBlasio**, Assistant Professor of Developmental English, retroactive to September 6, 2005, at a salary of $43,065.
- **Kevin Weisgerber**, Security Guard I, effective September 28, 2005, at a salary of $24,005.

**Leave of Absence**

- **John Atsu-Swanzy**, Assistant Professor of Mathematics, a one semester unpaid leave, retroactive to September 6, 2005.

**Title Change**

- **Dr. Martin Marino**, from Professor of Social Science to Professor of Psychology and Education, retroactive to September 6, 2005.

ROLL CALL: ALL AYES, NO NAYS

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

It is respectfully recommended that the Board approve the following:

**Appointment**

- **Luis Montefusco**, Master Technician, Student Development, effective October 10, 2005, at a salary of $45,265.

ROLL CALL: ALL AYES, NO NAYS

X. OTHER BUSINESS

None
XI. COMMENTS FROM THE PUBLIC

Chairperson Lefke asked if there were any comments from the public.

Dr. Parsons introduced himself as an ACCC professor who is also teaching courses at the Cape May County campus. He invited the Board to visit his 9:30 a.m. class and lab. If they needed more information, Dr. Parsons informed them to contact the Board Secretary.

XII. DISCUSSION OF MATTERS PERTAINING TO PERSONNEL AND LITIGATION

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

RESOLVED: At a public meeting of the Board of Trustees to be held on October 25, 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 Mr. Boyer and second by Dr. Dworsky, the meeting was adjourned at 8:10 p.m. in Room 113, Cape May County campus, Cape May Court House, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
Board Secretary