I. STATEMENT OF ADEQUATE NOTICE

Fischer 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 Atlantic Cape Community College Board of Trustees was provided in the following manner: On October 11, 2013 advance written notice was posted at the Bulletin Board, 2nd Floor J Building, Mays Landing Campus, concurrent postings were made available at both Cape May County Campus and the Worthington Atlantic City Campus. Copies were sent to the clerks of Atlantic and Cape May Counties and the clerks of the Boards of Chosen Freeholders of Atlantic and Cape May Counties and on October 11, 2013 copies of advance written notice of this meeting were sent to all persons, who according to the records of Atlantic Cape Community College requested and paid for such notices on or before January 1, 2013.

II. FLAG SALUTE

Chairperson Evans asked everyone to rise and salute the flag. Everyone rose, saluted the flag and recited the Pledge of Allegiance.

III. ROLL CALL (√)*

<table>
<thead>
<tr>
<th>Board Members</th>
<th>College Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>x Robert J. Boyer</td>
<td>Dr. Peter Mora, President (WACC)</td>
</tr>
<tr>
<td>√ Dave Coskey WACC</td>
<td>Michael Bruckler, Director of College Relations (WACC)</td>
</tr>
<tr>
<td>x Thomas Dowd</td>
<td>Therese Budd, Dean of Administration and Business Services (WACC)</td>
</tr>
<tr>
<td>√ David A. Evans WACC</td>
<td>Eileen Curristine, Dean of Human Resources, Compliance, and Public Safety (WACC)</td>
</tr>
<tr>
<td>√ Harrison Furman</td>
<td>Sean Fischer, Chief of Staff, Board Secretary (WACC)</td>
</tr>
<tr>
<td>√ Brian Lefke WACC</td>
<td>Doug Hedges, Dean, Institutional Technology (WACC)</td>
</tr>
<tr>
<td>x Mary B. Long</td>
<td>Dr. Mitchell Levy, Dean of Students (WACC)</td>
</tr>
<tr>
<td>x Andrew W. Melchiorre WACC</td>
<td>Dr. Richard Perniciaro, Dean, Facilities Planning and Research (WACC)</td>
</tr>
<tr>
<td>√ Maria K. Mento WACC (at 7:08)</td>
<td>Catherine Skinner, CPA, Dean of Finance (WACC)</td>
</tr>
<tr>
<td>√ Thomas Milhous WACC</td>
<td>Dr. Art Wexler, Vice President, Academic Affairs (WACC)</td>
</tr>
<tr>
<td>√ Donald J. Parker ML (at 7:21)</td>
<td>Louis J. Greco, Esq., College Counsel (WACC)</td>
</tr>
</tbody>
</table>
IV. CALL TO ORDER EXECUTIVE SESSION

Chairperson Evans stated that the Board would move into executive session.

V. CALL TO ORDER REGULAR SESSION

On Tuesday, October 22, 2013 at 7:32 p.m. Chairperson David A. Evans called the meeting to order at the Worthington Atlantic City Campus.

VI. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VII. CONSENT RESOLUTIONS

Lefke moved and Stepura seconded approval of the consent resolutions: Approval of minutes Res 25, Personnel 27, Personnel 19A Revised, Personnel 29 Review, Board Development 32.

Res.#25

September 24, 2013 Regular Session Minutes

- Stepura abstained from the minutes

Secretary’s Note: The executive session minutes are still being held.

Res.#27

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

Appointment:

Michael Bates Grounds, Labor, Maintenance Worker, Facilities at an annual salary of $31,539 effective October 23, 2013.

Res.#19A
WHEREAS, Michael Wozniak joined Atlantic Cape Community College on April 8, 2002, and
WHEREAS, Mr. Wozniak served over 12 years as the college’s Director for Extension Center Accounting, and
WHEREAS, Mr. Wozniak also served as a senior adjunct, teaching Principals of Management and as a non-credit instructor, teaching Games Protection, Surveillance, Slot Technician, Inspector’s Training, POGS for Slots, Slot Machine Accounting and Auditing, and
WHEREAS, Mr. Wozniak’s committee work included participating on the college’s Middle States Evaluation Committee, Datatel Implementation Team, and multiple search committees, and
WHEREAS, supervisor Catherine Skinner stated “Mike’s technical expertise and professional judgment make him an asset to the college community,” and
WHEREAS, Mr. Wozniak has indicated his desire to retire from employment with Atlantic Cape Community College.
THEREFORE BE IT RESOLVED upon the recommendation of the President that the Board approve the retirement of Mr. Wozniak effective June 1, 2014.
BE IT FURTHER RESOLVED that the Board extends to Mr. Wozniak its best wishes for retirement years filled with health and happiness.

Res.#29-(Review)
WHEREAS, the Diversity, Equity and Community Affairs committee of the Board of Trustees has recognized a need for the committee to operate with greater consistency to the other existing standing committees of the Board, and
WHEREAS, there is a desire of the Diversity, Equity and Community Affairs committee to ensure greater committee operation efficiency, and
WHEREAS, there is a desire of the Diversity, Equity and Community Affairs committee to place greater focus on the diversity and equity goals and objectives included in the College Strategic Plan and no longer review aspects of the College’s community affairs outreach.
THEREFORE BE IT RESOLVED, that the Committee wishes to amend the standing committee charge of the Bylaws of the Atlantic Cape Community College Board of Trustees to read:
   Members review staff and faculty recruiting and hiring practices along with student recruitment and enrollment processes. The committee reviews academic and student support services designed to encourage, retain and graduate minority students and participants in such programs. The committee also encourages and monitors progress toward the goal of the creation and sustainability of a college culture which demonstrably welcomes and supports diversity and equity.
THEREFORE BE IT FURTHER RESOLVED, that the charge of the standing committee be changed, and that the name of the committee be now known as Diversity and Equity.
WHEREAS, the Atlantic Cape Community College Board of Trustees recognizes that a technology failure resulting in simulcast video capabilities not being available between the Mays Landing, Cape May County and Worthington Atlantic City Campuses at the September 24, 2013 regular meeting of the Board of Trustees, and

WHEREAS, the Atlantic Cape Community College Board of Trustees wishes to reaffirm and ratify the resolutions of September 24, 2013 meeting.

BE IT RESOLVED, through this resolution that all actions taken by the Board of Trustees at the Regular meeting of September 24, 2013 are hereby reaffirmed.

ROLL CALL: ALL AYES, NO NAYS

VIII. Budget Report

Trustee Walsh delivered the Budget Report while introducing Resolution #2, Draft Financial Statement and Resolution 26, Financial Statement. Walsh noted that the reports were positive.

IX. REGULAR RESOLUTIONS

Walsh noted the Preliminary Fiscal Year 2012-13 year-to-date data summarized in the Board Summary Report for the fiscal year ended June 30, 2013, indicate the College has earned 99.54% of budgeted revenues and expended 95.13% of budgeted expenses. Although year-end adjustments are still being made, management expects there will be a positive margin which will increase the college’s fund balance. Talvacchia moved and Stepura seconded approval of the Financial Statement Executive Summary, Resolution 2, for June 30, 2013, draft as of 10/10/13, Res. #2.

ROLL CALL: ALL AYES, NO NAYS

Walsh discussed the Financial Statement for three months ended-September 30, 2013.

Preliminary Fiscal Year 2013-14 year-to-date data summarized in the Board Summary Report for the three months ended September 30, 2013, indicate the College has earned 43.72% of budgeted revenues and expended 22.78% of budgeted expenses. There is no material deviation from the trend report for this month. Fall 2013 enrollments are tracking at -2% compared to last Fall. The budget projection is -3%.

Walsh moved and Talvacchia seconded approval of the Financial Statement, Resolution 26, as of 09/30/12, Res. #26.

ROLL CALL: ALL AYES, NO NAYS
Budd provided background information regarding the resolution and provided insight regarding the Method used to select the provider. Barbarito and Beyers Preschools have been the provider of childcare services and the Mays Landing Campus since 1990, it has been a successful partnership, however the College’s needs have changed. She noted that the College is now looking to provide a practicum environment for our students in Child Development/Childcare Programs that meets the requirements of The National Association for the Education of Young Children as part of the childcare operations on campus. Based on the proposals received Gateway Community Action Partnership best met current requirements and that Dr. Mora had accepted this recommendation from herself and Dr. Wexler. Walsh Moved and Parker seconded approval of Resolution #28 Award of Bid RFP170 Childcare Center services To Gateway Community Action Partnership, Bridgeton, NJ. Rent $400 per month with an investment of $6,000 for repairs and maintenance to current facility, 18 months with an option to renew. Res.28

- Parker suggested and Walsh offered a second requesting that the Board recognize the efforts of Atlantic Cape’s current childcare facility provider Barbarito and Beyers via a resolution at the next meeting. Budd noted the presence of Barbarito and Beyers

Res.#28

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

RFP 170 Gateway Community Action Partnership Bridgeton, N.J. (18 months with option to renew) Rent $400.00 per month With an investment of $6,000 for repairs/maintenance to current facility.

ROLL CALL: ALL AYES, NO NAYS

Walsh moved and Stepura seconded approval of Resolution #31 Non Bid Emergency Award authorizing the payment to Servpro of Egg Harbor City, a total of $18,266.14 for work done to remediate and restore classrooms at the CMCC. Res. 31

Res.#31

WHEREAS, on October 9, 2013, a hot water pipe burst on the third floor of the Cape May County Campus causing extensive water damage to six classrooms, and

WHEREAS, the water damage created an emergency situation affecting the health, safety and welfare of the occupants of the college’s Cape May Campus, and
WHEREAS, Therese Budd, the College’s contracting agent, determined that an emergency situation existed, and

WHEREAS, the College worked with our insurance adjuster to initiate a claim and remediate water damage through an approved vendor, and

WHEREAS, Servpro, of Egg Harbor City did the clean up and restoration at a cost of $18,266.14, and

WHEREAS, the cost to perform the remediation and restoration work was under the bid limit but was over the Pay-To Play limit of $17,500 and

WHEREAS, the Pay-To-Play Law allows for the awarding of a contract when the public exigency requires the immediate delivery of goods or performance of emergency service,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorize the payment to Servpro, of Egg Harbor City, a total of $18,266.14 for work done to remediate and restore the classrooms at the Cape May Campus.

ROLL CALL: ALL AYES, NO NAYS

Furman introduced the background to the resolution. Wexler noted the causes that motivated this recommended change. Stepura moved and Milhous seconded approval Resolution #30, Academic and Student Affairs, for offering the Preschool-Grade 3 Education Option, Liberal Arts, Associate in Arts degree, Fall 2014. Res. 30

WHEREAS, the Preschool – Grade 3 Education Option, Liberal Arts, Associate in Arts degree reflects the State’s teaching requirement, and

WHEREAS, this Option will provide students with the skills necessary to either gain employment in various child development or care-related areas or continue their education at a local four-year college, and

WHEREAS, the Curriculum Committee approved the Preschool – Grade 3 Education Option, Liberal Arts, Associate in Arts degree on October 10, 2013.

THEREFORE BE IT RESOLVED that the Board of Trustees approve offering the Preschool – Grade 3 Education Option, Liberal Arts, Associate in Arts degree effective Fall 2014.

ROLL CALL: ALL AYES, NO NAYS

Parker provided background for the resolution. Talvacchia, Milhous, Walsh, Mento and Curristine engaged in a discussion about the language presented in both versions of the sick time payout agreement. College Counsel Lou Greco, recommended that the Board consider tabling the resolution pending a review of the legal language. Curristine noted that she would follow up with Greco and Alan Schmoll, the College’s labor relations consultant. Evans moved and Talvacchia seconded the
recommendation to table Res. 27A 27B with the expectation that they will be reintroduced next month.

X. **President's Report**

Fischer provided an update of the Board activity calendar

XI. **Appointment of Nominating Committee**

Evans noted his appointment of the officer nominating committee to nominate a slate of candidates to fill officer positions for the November reorganization meeting. Walsh, will serve as Chair and Coskey, Lefke, Mento, and Stepura will serve on the committee. Evans thanked the members for their service.

XII. **Committee Reports**

None

XIII. **Other Business**

- Evans turned the floor over the Nick Talvacchia, noting that his tenure as a trustee would be ending in October of 2013.

- Talvacchia noted that his term as a trustee was ending, thanked his colleagues, and made comment about the value of public education.

- Evans requested that Talvacchia please return to be honored.

XIV. **COMMENTS FROM THE PUBLIC**

None

XV. **ADJOURNMENT**

On motion of Lefke and seconded by Milhous the regular session was adjourned at 8:17 p.m., at the Worthington Atlantic City Campus, 204.

ROLL CALL: ALL AYES, NO NAYS

Respectfully submitted,

Sean Fischer
Atlantic Cape Board Secretary