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 Board of Trustees was provided in the following manner:

(1) On April 11, 2014 advance written notice of this meeting was posted at the bulletin board, 2nd floor, “J” Building of the Mays Landing Campus, Cape May County Campus, and Worthington Atlantic City Campus and copies of the notice were delivered to the clerks of Atlantic and Cape May counties and clerks of the Boards of Chosen Freeholders of Atlantic and Cape May Counties, and

(2) On April 11, 2014 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, 2014

II. FLAG SALUTE

- Chairperson Evans asked everyone to rise and salute the flag

III. ROLL CALL

- Fischer provided a roll call for board members and marked others in attendance
- All attended at WACC

<table>
<thead>
<tr>
<th>Board Members</th>
<th>College Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>x Robert Bumpus</td>
<td>Dr. Peter Mora, President</td>
</tr>
<tr>
<td>√ Dave Coskey</td>
<td>Michael Bruckler, Director, College Relations</td>
</tr>
<tr>
<td>√ David A. Evans</td>
<td>Terry Budd, Dean of Administration &amp; Business Services</td>
</tr>
<tr>
<td>x Harrison Furman</td>
<td>Eileen Curristine, Dean of Human Resources, Compliance, and Public Safety</td>
</tr>
<tr>
<td>√ James Kennedy</td>
<td>Sean Fischer, Dean of Resource Development &amp; President/Board Operations; Board Secretary</td>
</tr>
<tr>
<td>√ Brian Lefke</td>
<td>Dr. Richard Perniciaro, Vice President, Facilities Planning, Research &amp; Executive Support</td>
</tr>
<tr>
<td>x Mary B. Long</td>
<td>Andre Richburg, Dean, College Relations and Enrollment Management</td>
</tr>
</tbody>
</table>
IV. CALL TO ORDER – EXECUTIVE SESSION

- Chairperson Evans noted that there would be no need for executive session.

V. CALL TO ORDER – REGULAR SESSION

- On Tuesday, April 22 at 7:00 pm Chairperson David Evans called the meeting to order at the Mays Landing Campus.
- Coskey moved, Lefke provided a second

ROLL CALL:
ALL AYES
NO NAYS

VI. COMMENTS FROM THE PUBLIC

- Chairperson Evans called for comments from the public
- None

VII. CONSENT RESOLUTIONS

- Chairperson Evans called for any requests to move items from the consent agenda, or any abstentions. None noted.
- Chairperson Evans called for a motion to approve the consent agenda
- Parker offered comment on the search for the position of Dean of Finance. Parker commented on the College’s commitment to diversity and the rigorous search process. He noted the success of preparing internal candidates for leadership as well as recruiting new
- Lefke requested that in recorded minutes that full names and titles for members of the public be listed.
- Melchiorre moved, Parker offered a second for the adoption of the consent agenda.
RES. #80 Minutes (March 25, 2014) Regular (Approve)

RES. #82 Personnel: Promotion-L. Jamison, from Controller to Dean of Finance at an annual salary of $91,553 effective July 1, 2014.

Faculty Promotions-H. Boone from Assistant Professor, Social Science to Associate Professor, Social Science effective September 2, 2014 at a salary increase from $56,606 to $60,541; K. Forrest from Assistant Professor, Communication to Associate Professor, Communication effective September 2, 2014 at a salary increase from $56,606 to $60,541; A. Jou from Assistant Professor, Mathematics to Associate Professor, Mathematics effective September 2, 2014 at a salary increase from $56,490 to $60,541; M. Kammer from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective September 2, 2014 at a salary increase from $59,382 to $62,351; G. Michelfelder from Assistant Professor, Nursing to Associate Professor, Nursing effective September 2, 2014 at a salary increase from $57,310 to $60,541; J. Sachinelli from Associate Professor, Science to Professor, Science effective September 2, 2014 at a salary increase from $62,204 to $71,691; L. Sheppard from Associate Professor, Mathematics to Professor, Mathematics effective September 2, 2014 at a salary increase from $62,205 to $71,691; J. Stratton from Associate Professor, Chemistry and Physics to Professor, Chemistry and Physics effective September 2, 2014 at a salary increase from $64,441 to $71,691.


Res. #82
It is respectfully recommended, by the President, that the Board approve the following:

Promotion

Leslie Jamison, from Controller to Dean of Finance at an annual salary of $91,553 effective July 1, 2014.

Faculty Promotions

Heather Boone from Assistant Professor, Social Science to Associate Professor, Social Science effective September 2, 2014 at a salary increase from $56,606 to $60,541.

Keith Forrest from Assistant Professor, Communication to Associate Professor, Communication effective September 2, 2014 at a salary increase from $56,606 to $60,541.

Al Jou from Assistant Professor, Mathematics to Associate Professor, Mathematics effective September 2, 2014 at a salary increase from $56,490 to $60,541.

Michael Kammer from Assistant Professor, English as a Second Language to Associate Professor, English as a Second Language effective September 2, 2014 at a salary increase from $59,382 to $62,351.

Geralyn Michelfelder from Assistant Professor, Nursing to Associate Professor, Nursing effective September 2, 2014 at a salary increase from $57,310 to $60,541.

James Sachinelli from Associate Professor, Science to Professor, Science effective September 2, 2014 at a salary increase from $62,204 to $71,691.
Leonora Sheppard from Associate Professor, Mathematics to Professor, Mathematics effective September 2, 2014 at a salary increase from $62,205 to $71,691.

John Stratton from Associate Professor, Chemistry and Physics to Professor, Chemistry and Physics effective September 2, 2014 at a salary increase from $64,441 to $71,691.

Resignation

Oscar Halldorson, Instructor, Air Traffic Control effective June 30, 2014.

RES. #64 Board Development: Adoption-Policy 504

Res.#64

WHEREAS, the Personnel & Board Development Committee of the Atlantic Cape Community College Board of Trustees has recognized a need to review policy 504 in light of recent organizational restructuring; and

WHEREAS, the senior staff has endorsed a corresponding revision to procedure 504.1, “President’s Office Coverage Plan” to reflect recently implemented personnel changes, and

WHEREAS, the Personnel & Board Development Committee wishes to ensure that College policy appropriately reflects current organizational structures.

THEREFORE BE IT RESOLVED, that the Board of Trustees offers the following revised language for policy 504:

When the President is away from campus, the operation of the College should proceed as usual with each senior staff member exercising responsibility for those areas under his/her control. However, in the event a situation arises where action or decision is required of the type normally made by the President, the president’s office coverage plan shall serve as the guide for establishing which member of the institution’s staff has the authority to act on behalf of the President.

RES. #91 Executive Session

ROLL CALL:
ALL AYES
NO NAYS

VIII. BUDGET REPORT
- Trustee Mento delivered the budget report prior to presenting Res. #81 FY14 Financial Statement for nine months ending (March 31, 2014).

IX. REGULAR RESOLUTIONS
RES.#81: FY14 Financial Statement for seven months ending (March 31, 2014)

- Mento noted that the Preliminary Fiscal Year 2013-2014 year-to-date data summarized in the Board Summary Report for the nine months ended March 31, 2014, indicated the college has earned 89.95% of budgeted revenues and expended 69.59% of budgeted expenses. Although revenues are not expected to achieve the budgeted goal, there are savings in salaries and benefits lines. A positive margin is projected for the year ending June 30, 2014.
- Mento provided a motion, Walsh provided a second

ROLL CALL:
ALL AYES
NO NAYS

RES. #83 Award of Bids: – Furniture, STEM, Foundation Gift, W.S. Goff, Mays Landing, NJ, $241,747.82; Bid 1783-Furniture, Caesars Hospitality Wing, CRDA Grant/Atlantic County match, W.S. Goff, Mays Landing, NJ, $148,066.72; Bid 1784-Barnstead Cabinetized Still, STEM, Foundation Gift, Macalaster Bicknell, Millville, NJ, $27,314.57; Bid Ex. 681-Skills4Jersey Healthcare Grant, Department of Labor, $161,295.00; Bid Ex. 682-Skills4Jersey Financial Services Grant, Department of Labor, $25,054.00

- Mento provided a motion, Walsh provided a second

Res.#83

<table>
<thead>
<tr>
<th>Bid 1782</th>
<th>Furniture, STEM Foundation Gift</th>
<th>$241,747.82</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>W.S. Goff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mays Landing, NJ</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bid 1783</th>
<th>Furniture, Caesars Hospitality Wing CRDA Grant/Atlantic County match</th>
<th>$148,066.72</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>W.S. Goff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mays Landing, NJ</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bid 1784</th>
<th>Barnstead Cabinetized Still, STEM Foundation Gift</th>
<th>$27,314.57</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Macalaster Bicknell</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Millville, NJ</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bid Ex. 681</th>
<th>Skills4Jersey Healthcare Grant Department of Labor</th>
<th>$161,295.00</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cape Regional Medical Center</td>
<td>67,587.00</td>
</tr>
<tr>
<td></td>
<td>Cape May Courthouse, NJ</td>
<td></td>
</tr>
</tbody>
</table>
Atlanticare Regional Medical Center  28,728.00  
Atlantic City and Pomona, NJ  
Shore Medical Center  64,980.00  
Somers Point, NJ  

Bid Ex 682  Skils4Jersey Financial Services Grant  $ 25,054.00  
Department of Labor  

Qual-Lynx  6,720.00  
Egg Harbor Township, NJ  
Cape Bank  14,734.00  
Linwood, NJ  
Franklin Bank  3,600.00  
Ocean View, NJ  

ROLL CALL:  
ALL AYES  
NO NAYS  

RES. #84: Bid Exempt 683: To enter into a 5-year software maintenance contract with Ellucian for providing goods or services for the use, support or maintenance of proprietary computer hardware, software, peripherals and system development for the hardware not to exceed a 5% increase each renewal year not to exceed $1,685,549.35.  
- Mento provided a motion, Lefke provided a second  

Res.#84  

WHEREAS, under New Jersey Community College Contract Law a Contract for providing goods or services for the use, support or maintenance of proprietary computer hardware, software, peripherals and system development for the hardware may be negotiated or awarded without public advertising for Bids; and  

WHEREAS, The College has received a proposal for a five year contract for renewals of specific software maintenance and support services from Ellucian totaling a not to exceed amount of $1,685,549.35 and  

WHEREAS, Ellucian has offered a max increase, up to 5%, guarantee on specific maintenance packages for four years of a five year contract commitment, and  

WHEREAS, acceptance of the five year package would provide savings for the college, and  

WHEREAS, and the Dean of Administration and Business Services has determined that the value of the total aggregate dollars to Ellucian will exceed $17,500 and therefore fall under NJ Pay to Play regulations, and  

WHEREAS, the anticipated term of this contract is five years as approved by this governing body; and  

WHEREAS, Ellucian of Fairfax, VA has completed and submitted a Business Entity Disclosure Certification which certifies that Ellucian has not made any reportable contributions to a political or candidate committee in the Counties of Atlantic and Cape May in the previous one year, and that the
contract will prohibit Ellucian from making any reportable contributions through the term of the contract, and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes Terry Budd, Dean of Administration and Business Services to enter into a contract with Ellucian as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification will be placed on file with this resolution.

Ellucian
Fairfax, VA
$1,685,549.35(not to exceed)

ROLL CALL:
ALL AYES
NO NAYS

RES. #85: Bid Exempt 684: One year renewal with Ellucian for providing goods or services for the use, support or maintenance of proprietary computer, hardware, software, peripherals and system development for the hardware. $58,225.00

- Mento provided a motion, Coskey provided a second
- Melchiorre inquired regarding process for why bid exempt is on the regular agenda.
- Mento and Evans indicated that it was recommended for the regular agenda in case there was discussion requested from board members.

Res.#85

WHEREAS, under New Jersey Community College Contract Law a Contract for providing goods or services for the use, support or maintenance of proprietary computer hardware, software, peripherals and system development for the hardware may be negotiated or awarded without public advertising for Bids; and

WHEREAS, The College has received invoices for an annual renewal of software maintenance and support services from Ellucian totaling $58,225.00, and

WHEREAS, and the Dean of Administration and Business Services has determined that the value of the total aggregate dollars to Ellucian will exceed $17,500 and therefore fall under NJ Pay to Play regulations, and

WHEREAS, the anticipated term of this contract is one year as approved by this governing body; and

WHEREAS, Ellucian of Fairfax, VA has completed and submitted a Business Entity Disclosure Certification which certifies that Ellucian has not made any reportable contributions to a political or candidate committee in the Counties of Atlantic and Cape May in the previous one year, and that the contract will prohibit Ellucian from making any reportable contributions through the term of the contract, and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes Terry Budd, Dean of Administration and Business Services to enter into a contract with Ellucian as described herein; and,
BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification will be placed on file with this resolution.

Ellucian
Fairfax, VA
$58,225.00

ROLL CALL:
ALL AYES
NO NAYS

RES. #86: Approval to accept $104,254 from the New Jersey Department of Labor and Workforce Development for the Skills4Jersey Grant, over the term of January 1, 2014 through December 31, 2014. Financial services training and wage reimbursement to three banks.

- Mento provided a motion, Parker provided a second

Res.#86

WHEREAS, the New Jersey Department of Labor and Workforce Development is soliciting applications for the Skills4Jersey Grants, and

WHEREAS, the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program will provide funding for training partnerships designed to increase the productivity and skills of New Jersey’s workers, and

WHEREAS, the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program will provide Atlantic Cape with a grant of $104,254 for the development and delivery of management and technology training to employer partners in the financial services industry throughout our service region during the term of January 1, 2014 through December 31, 2014.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to accept $104,254 from the New Jersey Department of Labor and Workforce Development for the Skills4Jersey Grant, over the term of January 1, 2014 through December 31, 2014.

ROLL CALL:
ALL AYES
NO NAYS

RES. #87: Approval to accept $299,295 from the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program for the term of April 1, 2013–July 1, 2014. Customer service training and wage reimbursement to three major healthcare organizations
- Mento provided a motion, Walsh provided a second

Res.#87
WHEREAS, the New Jersey Department of Labor and Workforce Development is soliciting applications for the Skills4Jersey Grants, and

WHEREAS, the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program will provide funding for training partnerships designed to increase the productivity and skills of New Jersey’s workers, and

WHEREAS, the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program will provide Atlantic Cape with a grant of $299,295 for the development and delivery of classroom training and On-the-Job-Training (OJT) reimbursement to employer partners in the healthcare industry throughout our service region, during the term of April 1, 2013 - July 1, 2014.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to accept $299,295 from the New Jersey Department of Labor and Workforce Development Skills4Jersey Grants Program for the term of April 1, 2013–July 1, 2014.

ROLL CALL:
ALL AYES
NO NAYS

RES. #88: Approval to accept $145,714 from the New Jersey Department of Children and Families - Division on Women (DOW), over the term of May 1, 2014 through June 30, 2015. Aid to Cape May County displaced homemakers affected by Superstorm Sandy to make them employable.

- Mento provided a motion, Walsh provided a second

Res.#88

WHEREAS, the New Jersey Department of Children and Families - Division on Women (DOW) is directing a portion of their federal Social Services Block Grant (SSBG) Funds to the Displaced Homemaker Program in support of disaster recovery work following the impact of Superstorm Sandy, and

WHEREAS, the New Jersey Department of Children and Families - Division on Women will provide funding for referral services and training opportunities in Cape May County, and

WHEREAS, the New Jersey Department of Children and Families - Division on Women (DOW) will provide Atlantic Cape Community College with a grant of $145,714 for the development and implementation of basic computer training, short term career training programs as well as resume writing and interviewing skills for Displaced Homemakers in Superstorm Sandy impacted counties during the term of May 1, 2014 through June 30, 2015.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants

ROLL CALL:
ALL AYES
NO NAYS

X. PRESIDENT’S REPORT

- Mora noted no report

XI. COMMITTEE REPORTS

- Evans noted thanks to the committees for their efforts. He noted the level of effort put into each committee by members and their chairs

XII. OTHER BUSINESS

- None.

XIII. COMMENTS FROM THE PUBLIC

- Heather Peterson, College Registrar spoke on behalf of the ACCCEA who supported the College’s Earth Day festivities in Mays Landing, WACC, and CMCC.
- Caesar Niglio, Master Technician, provided promotional giveaways that were provided to students throughout the day
- Heather Peterson noted that promotional items were supported through the use of NJEA PRIDE Funds, which support activities that engage communities and students.
- Evans thanked the ACCCEA for their service and support

XIV. ADJOURNMENT

- Lefke moved, Melchiorre provided a second to adjourn into executive session at 7:17 p.m.

ROLL CALL:
AYES
NAYS

Respectfully Submitted,

Sean M. Fischer
Atlantic Cape Board Secretary