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 September 20, 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 September 20, 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>
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<tbody>
<tr>
<td>x Robert J. Boyer</td>
<td>√ Dr. Peter Mora (CMCC)</td>
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<tr>
<td>√ Dave Coskey (CMCC)</td>
<td>x Michael Bruckler (CMCC)</td>
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<tr>
<td>x Thomas Dowd</td>
<td>√ Therese Budd (CMCC)</td>
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<tr>
<td>√ David A. Evans (CMCC)</td>
<td>x Eileen Curristine (CMCC)</td>
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<tr>
<td>x Harrison Furman</td>
<td>√ Sean Fischer (CMCC)</td>
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<tr>
<td>√ Brian Lefke (CMCC)</td>
<td>x Dr. Mitchell Levy (ML)</td>
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<tr>
<td>x Mary B. Long</td>
<td>√ Dr. Richard Perniciaro (CMCC)</td>
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<tr>
<td>√ Andrew W. Melchiorre(CMCC)</td>
<td>x Cathie Skinner, CPA (CMCC)</td>
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<tr>
<td>√ Maria K. Mento (CMCC)</td>
<td>√ Dr. Art Wexler (CMCC)</td>
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<tr>
<td>√ Thomas Milhous (CMCC)</td>
<td>√ Louis J. Greco, Esquire (CMCC)</td>
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<tr>
<td>√ Donald J. Parker (Arrived at 7:10, ML)</td>
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<td>x Dr. Richard Stepura</td>
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<td>x Nicholas F. Talvacchia, Esquire</td>
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<tr>
<td>√ Maria Torres (ML)</td>
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<td>√ Helen Walsh (CMCC)</td>
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<table>
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<tr>
<th>Others in Attendance</th>
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<tbody>
<tr>
<td>Caesar Niglio, ACCC Staff (CMCC)</td>
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<td>Sandi Greco, ACCC Staff (CMCC)</td>
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<tr>
<td>Marcia Kleinz, ACCC Faculty (CMCC)</td>
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<td>Dr. John McGuire, ATD Leadership Coach (CMCC)</td>
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<tr>
<td>Dr. Ted Wright, ATD Data Coach (CMCC)</td>
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<tr>
<td>Bonnie Lindaw, Atl. Co.</td>
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</tbody>
</table>
IV. CALL TO ORDER EXECUTIVE SESSION

Chairperson Evans stated there would be no executive session after the regular session adjourned.

V. CALL TO ORDER REGULAR SESSION

-On Tuesday, September 24, 2013 at 7:09 p.m. Chairperson David A. Evans called the meeting to order.

- Secretary's note – Technical difficulties prevented the meeting from being videolinked between the college’s campuses. Telephone links were available between the three published locations. Council confirmed that there was a quorum, but recommended that the Board adopt an omnibus resolution at the October meeting to reconfirm the business conducted at the September meeting. This action will ensure that any potential questions regarding the open public meetings act are addressed.

- Secretary's note – prior to the formal start of the meeting Mr. Evans introduced recently appointed (Atlantic County) Trustee Thomas E. Milhous. He will serve on the academic and student affairs and Personnel & Board Development committee.

- Mr. Milhous thanked the Board for the welcome and highlighted his interest in working with the College and the regional aviation sector.

VI. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VII. BUDGET REPORT

Evans noted that the budget report would be delivered prior to introduction of the financial statements

None

VIII. CONSENT RESOLUTIONS

Lefke moved and Coskey seconded approval of the consent resolutions: Approval of minutes Res. 17, Personnel Res. 19A, Personnel Res. 19B, Grant Application Res. 21, Grant Application Res. 22, Contract not to exceed Res. 23.

Res.#17
August 27, 2013 Regular Session Minutes

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

Res.#19A
WHEREAS, Michael Wozniak joined Atlantic Cape Community College on April 8, 2002, and
WHEREAS, Mr. Wozniak served over 11 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 March 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.#19B
It is respectfully recommended, by the President, that the Board approve the following:

Transition to Institutional Funding

Ellen Splaver, Counselor II, Educational Opportunity Fund, at an annual salary of $61,668, 55% Institutional and 45 % EOF grant, effective FY 14.

Res.#21
WHEREAS, the Atlantic County Government is soliciting applications for the Operation of In-School Youth Programs, and
WHEREAS, the Atlantic County Government with Atlantic Cape 40 at risk students training and work experience that will offer them enhanced opportunities to complete their secondary education, advance to a post-secondary institution and become employed by using innovative and sophisticated teaching and learning strategies that target the specific needs of the students, and
WHEREAS, the Atlantic County Government Grants Program will provide Atlantic Cape with a grant of approximately $187,401 over one year to prepare participants for academic and career success October 2013 to September 30, 2014.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the Atlantic County Government with Atlantic Cape as an applicant for an In-School Youth Program with an anticipated grant of $187,401, over the anticipated term of October 2013 to September 30, 2014.

Res.#22
WHEREAS, the Atlantic County Government is soliciting applications for the Out of School Youth Grants Program, and
WHEREAS, the Atlantic County Grants Program with Atlantic Cape as lead applicant for an Out of School Youth Program will provide competitive funding to prepare participants for employment as Certified Nurse
Aides (CNA) with Certified Home Health Aide credentials by using innovative and sophisticated teaching and learning strategies that reach unemployed youth in Atlantic County, and

WHEREAS, the Atlantic County Grants Program with Atlantic Cape as lead applicant for an Out of School Youth Program will provide Atlantic Cape with a grant of approximately $118,320 over one year to prepare participants for employment over the anticipated term of October 2013 to September 30, 2014.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the Atlantic County Government Grants Program with Atlantic Cape as lead applicant for an Out of School Youth Program with an anticipated grant of $118,320, over the anticipated term of October 2013 to September 30, 2014.

Res.#23

WHEREAS, under New Jersey County College Contract Law the purchase of goods or services for the use, support, enhance or maintenance of proprietary equipment may be purchased without public advertising or bidding.

WHEREAS, the College has received a proposal of a not to exceed amount of $115,740.00 for the upgrade of the fire detection systems at the Worthington Atlantic City Campus, and

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

WHEREAS, SimplexGrinnell, Horsham, PA has completed and submitted a Business Entity Disclosure Certification which certifies that SimplexGrinnell has not made any reportable contributions to a political or candidate committee in the Counties of Atlantic and Cape May in the previous year, and that the contract will prohibit SimplexGrinnell 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 SimplexGrinnell as described herein, and

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

ROLL CALL: ALL AYES, NO NAYS

IX. REGULAR RESOLUTIONS

Trustee Mento delivered the Budget Report prior to discussion of Resolution #2, Draft Financial Statement and Resolution 18, Financial Statement.

Mento moved and Walsh seconded approval of the Financial Statement Executive Summary, Resolution 2, for June 30, 2013, draft as of 9/12/13, Res. #2.

ROLL CALL: ALL AYES, NO NAYS

Mento moved and Walsh seconded approval of the Financial Statement, Resolution 18, as of August 31, 2013 Res. #18.

ROLL CALL: ALL AYES, NO NAYS

Mento moved and Walsh seconded approval of Resolution #20 Award of Bid 1779 for basin
remediation project to Fred M. Schiavone, $77,437.00 (Estimate); RFP 167, Professional Architectural Services, Speizie Architectural Group, $111,650.00; RFP 168 Professional Engineering Services, the DaVinci Group, $169,500.00; Bid Exp. 671 Project Management, Atlantic County Improvement Authority $170,074.00 (estimated 5% of construction cost); Bid Expt. 672 Professional Services, State Contract PBX technician, Information Technology Services Operational $60,000.00 Res.20.

Res.#20

Bid 1779 Basin Remediation Project, Chapter 12 $77,437.00 (Estimate)
Fred M. Schiavone Construction
Malaga, NJ

RFP167 Professional Architectural Services, Chapter 12/R&R Projects $111,650.00
Spiezle Architectural Group
Trenton, NJ

RFP168 Professional Engineering Services, Chapter 12/R&R Projects $169,500.00
The DaVinci Group
Woodbury, NJ

Bid Ex. 671 Project Management, Interagency Agreement Chapter 12 $170,074.00 (Estimated price 5% of const. cost)
Atlantic County Improvement Authority
Mays Landing, NJ

Bid Ex 672 Professional Services, State Contract, PBX Technician $60,000.00
Information Technology Services Operational

ROLL CALL: ALL AYES, NO NAYS

Parker moved and Coskey seconded approval of Resolution #19 Personnel calling for the Appointment of R. Battle to the position of office coordinator, enrollment services at an annual salary of $36,512, effective 9/25/13. F Perez to the position of Housekeeper I, facilities management at an annual Salary of $27,662 effective 9/25/13. L. Phommathep to the position of office assistant, career and Technical and STEM education at an annual salary of $30,036 effective 9/25/13. Resolution also calls for The promotion of L. Monetefusco, to the position of Director of Institutional Research, Assessment & Planning at an annual salary of $70,832 effective 9/25/13.

Res.#19

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

Appointment

Renee Battle, Office Coordinator, Enrollment Services at an annual salary of $36,512 effective September 25, 2013.
Frank Perez, Housekeeper I, Facilities Management at an annual salary of $27,662 effective September 25, 2013.

Lynda Phommathep Office Assistant, Career Technical and STEM Education at an annual salary of $30,036 effective September 25, 2013.

Promotion
Luis Montefusco, Director, Institutional Research, Assessment & Planning at an annual salary of $70,832 effective September 25, 2013.

ROLL CALL: ALL AYES, NO NAYS

IX. PRESIDENT’S REPORT

Achieving the Dream

Dr. Mora introduced the College’s Achieving the Dream Leadership and Data coaches. The Coaches visit several times annually the College to assist with student success initiatives. Drs. John McGuire and Ted Wright provided a brief report on the workings of Achieving the Dream and their impressions of Atlantic Cape’s student success initiatives. Drs. Mora, McGuire and Wright led a Q & A session with the Board. Milhous inquired about the focus on graduation rates for regional employment sectors. Mora, Levy and Wexler noted that a student success best practice is involved in implementing a comprehensive career development program.

Evans thanked the ATD Coaches for their presentation and attendance

TAAACT Award

- Gentile and Wexler provided a report on a recently obtained federal TAAACT Grant with a consortium of colleges working to build resilient communities.

X. COMMITTEE REPORTS: DISCUSSION/QUESTIONS

None

XI. OTHER BUSINESS

- Mr. Melchiorre noted his daughter’s experience as a college student and her success as a working visual artist. He noted that she was presently engaged in changing careers and has recently sought admission to Atlantic Cape. He conveyed his daughter’s compliments regarding efficient and effective college service.

- Evans requested that the members review the Board Activity calendar

- Evans requested that members complete their annual evaluation.

XII. COMMENTS FROM THE PUBLIC

-Chairperson Evans asked if there were any comments from the public. (See attendance report above for members of the public in attendance and location of attendance)

-Sandi Greco, ACCCEA President provided remarks on behalf of the membership. She welcomed Mr. Milhous to the Board. She noted the bargaining unit’s support of the 9/11 Memorial Event and provided a report on the event. She noted the bargaining unit’s support of “Buccaneer Day.” She thanked the Board and the Administration’s efforts.
- Gentile noted the Bargaining Unit's support of the annual Foundation Scramble 'Fore' Scholarships Golf Tournament

- Marcia Kleinz spoke on behalf of the faculty, and recognized that the state-wide president for Phi Theta Kappa (Community College Honor Society) was from Atlantic Cape, Felix Contrares.

XIII. ADJOURNMENT

- On motion of Melchiorre and seconded by Lefke the regular session was adjourned at 7:13 p.m., at the Cape May Campus (primary), 341, WACC, 215, and Mays Landing, J-202.

Respectfully submitted,

Sean Fischer
Atlantic Cape Board Secretary

Attachments: Atlantic Cape Foundation Board Report, September 2013
  Budget, Finance & Audit Committee Minutes, September 17, 2013
  Long-Range Planning & Capital Projects Committee Minutes, September 17, 2013
  Personnel & Board Development, September 18, 2013