I. CALL TO ORDER REGULAR SESSION

On Tuesday, April 28, 2009, at 7:00 p.m. Chairperson Nicholas Talvacchia called the meeting to order.

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 Atlantic Cape Community College Board of Trustees was provided by posting at “J” Building main campus; the Charles D. Worthington Atlantic City Campus, the 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 on April 17, 2009.

III. FLAG SALUTE

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

IV. ROLL CALL

College Personnel

Lynn G. Baumgardner  
Dr. Peter Mora

Robert J. Boyer  
Kathy Corbais

Terrence J. Crowley  
Patricia Gentile

David A. Evans  
Douglas Hedges

Mary B. Long  
Bobby Royal

Andrew W. Melchiorre  
Carmen Royal

Eric Reynolds  
Terry Sampson

Nicholas F. Talvacchia, Esquire  
Cathie Skinner, CPA

Maria Ivette Torres  
Dr. Art Wexler

Helen W. Walsh  
Brittany Williams

BettyAnn Inloes Hines

Others in Attendance:

Jane Lugo, Atlantic Co. Treasurer & CFO
Sean Harrell, ACCC Student
Christine Rodia, ACCC Student
Laura Sansone, ACCC Student

V. CALL TO ORDER EXECUTIVE SESSION

Chairperson Talvacchia announced that there would be an executive session after Dr. Mora does an item from the President's Report.

VI. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

Chairperson Talvacchia asked if there were any questions from the public.

Ms. Lugo stated she had a question about Res. #70.

Chairperson Talvacchia asked Ms. Lugo to hold her comments until the executive session is over. Then when the regular session resumes, she can ask her question under Regular Resolutions.
VII. CALL TO ORDER REGULAR SESSION

Chairperson Talvacchia asked Dr. Mora to present Item A of the President's Report.

Dr. Mora said that Dean Carmen Royal would present information on the Ambassadors Club, the first Cape May County Campus club.

Dean Carmen Royal stated that the groundwork for the CMCC Ambassadors Club began in September 2007. The club received Student Government Association approval in October 2008. The club's mission is to assist new students and visitors, provide tours of the Cape May County Campus, foster positive relations between the community and the campus, and provide community service. She introduced Sean Harrell, club vice president; Christine Rodia, club treasurer; and Laura Sansone, SGA representative who came to the Board meeting tonight as club representatives. They talked about some of their recent activities—K-12 school supply drive, volunteer fair, supply drive for members of the armed services deployed overseas, pet food pantry drive, etc. A video of their activities was shown and articles of their volunteer services from several newspapers were distributed.

Mr. Crowley asked the students what high schools they attended. They were from Lower Cape May and Middle Township schools.

The Board applauded the students for their accomplishments.

Dr. Mora said the student's efforts are an evolution of this campus and the CMCC Ambassadors Club. He also recognized Ms. Lisa Apel-Gendron as the club advisor.

Secretary's Note: The students left the meeting after their presentation. At 7:10 p.m., Chairperson Talvacchia called for an executive session. The public and college employees left the meeting except for Dr. Mora, Ms. Williams and Council. The executive session ended at 7:40 p.m. and the college employees and public returned to the meeting.

VIII. BUDGET REPORT

Mr. Evans gave the Financial Report as of March 31, 2009, Res. #69, and asked the Board to refer to the Financial Report Executive Summary (blue book) in their binders. This report reflects college revenues and expenditures through March 31, 2009, and includes summer, fall and spring tuition and fee revenues. Enrollments for the spring semester (including the winter term) are 4% higher than expected, which can be attributed primarily to the economic downturn. More on-line enrollments than budgeted also contribute to the positive tuition revenue margin. Lower culinary enrollments are reflected in fee revenue below budget. The net effect on tuition and fee revenues is positive, and offsets other revenue shortfalls. The college is receiving approximately 2.5% ($156,000) less in state appropriations than originally
budgeted. Our original budget estimated a state cut of 6.4%, while the actual cut is approximately 8.6% compared to the prior year actual appropriation. Investment income is expected to come in below budget by an estimated $210,000 as interest rates continue to fall. It appears from the financial data at this date that the college's total revenue budget will be within $100,000 of projected.

On the expense side, actual salaries and benefits are approximately $300,000 less than budgeted year to date primarily due to open positions (particularly in credit instruction and custodial) and grant allocations. Some of these funds will be reallocated to adjunct costs due to higher enrollments. Based on current data, management expects the college will attain its budgeted margin.

Chairperson Talvacchia asked if there were any questions or comments.

Mr. Walsh asked about the Trend Analysis, Page 1, under Total Projected, Fiscal Year 2008-09 column that showed a fund balance transfer of $1,023,713. She wanted to know how the fund balance transfer relates to the actual budget.

Dean Skinner said that the Trend Analysis is based on trends and budgeted revenue are at a higher rate than actual revenue. It is a look at our current year budget and how it compares to prior years trends with no adjustments for current year shortfalls or overages in future months. She noted that the written explanation below the column gives you a better understanding of these figures.

IX. RESOLUTIONS

A. Regular Resolutions

Mr. Evans moved and Mr. Boyer seconded the acceptance of the Financial Statement Executive Summary for March 31, 2009, Res. #69.

Chairperson Talvacchia asked if there were any questions or comments.

ROLL CALL: AYES, NO NAYS

Mr. Evans read and moved Res. #70 and Mr. Crowley seconded the following:

Promotions

Dr. Patricia Gentile, from Dean, Continuing Education and Resource Development to Dean, Continuing Education, Resource Development and Cape May County Campus Operations, effective July 1, 2009, at a salary of $109,885*

Bobby Royal, Sr., from Dean, Community Affairs and Worthington Atlantic City Campus, Interim Dean for Security and Compliance to Dean, Community Affairs, Security, and Worthington Atlantic City Campus Operations, effective July 1, 2009, at a salary of $130,219*

Dr. Arthur Wexler, from Senior Dean, Academic Affairs, Interim Dean of Cape May County Campus to Vice President, Academic Affairs, effective July 1, 2009, at a salary of $127,476*
Brittany Williams, from Executive Assistant to the President & Director of Board Services, Interim Associate Dean of Human Resources to **Associate Dean of Human Resources, President and Board Services**, effective July 1, 2009 at a salary of $65,000*

**Partial Leave**

Keith Forrest, Associate Professor of Communications, 60% work load, effective August 27, 2009 to January 12, 2010, at a fall semester salary of $15,440*

**Resignations**

Thomas Borucki, Recreation Specialist, Student Activities, effective May 1, 2009.

Angela Wang, Program Specialist, Corporate and Workforce Training, effective April 27, 2009

*This salary adjustment includes a collectively negotiated, across-the-board 4% increase effective July 1, 2009.*

Chairperson Talvacchia asked if there were any questions or comments.

Ms. Lugo asked if the positions promoted were replacement positions or positions with added duties. If it was in reference to a reorganization for the 2009-2010 fiscal year, she noted that she could not find information in the FY2010 draft budget. She also could not see where these positions were budgeted. She even looked at the prior year draft budget from the Board of School Estimate and the positions were not there. Ms. Lugo asked, "How are these positions being funded?"

Mr. Evans said these positions are the result of the reorganization of the college's senior deans who were given additional duties when one senior position was deleted.

Dr. Mora asked Dean Skinner to give additional information.

Dean Skinner stated that one senior position—Dean of Special Projects formerly Dean of Cape May County Campus and Labor Relations--was eliminated and the funds allocated to that position are being redistributed to support the promotions with some expected savings.

Ms. Lugo thanked everyone for answering her questions.

**ROLL CALL: AYES, NO NAYS**

Mr. Evans read and moved **Res. #70A** and Ms. Long seconded the following:

WHEREAS, the Board is in the midst of four-year collective bargaining agreements, retroactive to July 1, 2006, with Atlantic Cape Community College employees represented by the New Jersey Education Association (NJEA) and

WHEREAS, employees in classifications exempted from bargaining unit membership are not represented by the NJEA and do not participate in collective negotiations (see attached), and
WHEREAS, college policy number 17 (Salary Increases – Union Exempt Personnel) and number 804 (Compensation and Benefits) indicate that “Salary increases for administrators and support personnel in positions not under collective bargaining agreements shall be given on the annual recommendation of the President and approved by the Board of Trustees.”

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that all full-time Atlantic Cape Community College employees not represented in bargaining unit negotiations receive a 4 percent base salary increase, effective July 1, 2009.

Chairperson Talvacchia asked if there were any questions or comments.

Ms. Baumgardner asked when the bargaining agreement was up.

Dr. Mora stated that it would end in 2010 on July 1.

ROLL CALL: AYES, NO NAYS

B. Consent Resolutions

Chairperson Talvacchia asked if there were any consent agenda resolutions that need to be considered under regular resolutions. He read the consent resolutions as follows: Res. #68, Res. #70B, Res. #70C, Res. #70D, Res. #70E, Res. #70F, Res. #70G, Res. #71 Rev., Res. #71 Rev., Res. #72, Res. #73, Res. #74, Res. #75, Res. #76, Res. #77, Res. #78, and Res. #79. He stated, “If there is no objection, these resolutions will be adopted.” The Security Policies--Nos. 917-923--were reviewed.

Chairperson Talvacchia moved and Mr. Melchiorre seconded the following:

Res. #68 March 24, 2009, regular and executive session minutes

Res. #70B

WHEREAS, November of 2008 marked the completion of Mr. Robert J. Boyer’s term as Chairman of the ACCC Board of Trustees, and

WHEREAS, Mr. Boyer served the ACCC Board diligently and enthusiastically since 2000 through his service on the following Board committees: Personnel and Board Development, Long Range Planning and Capital Projects, Budget/Finance and Audit, and Diversity, Equity and Community Affairs, and

WHEREAS, during his tenure as Chairman of the ACCC Board of Trustees, the college’s accreditation was reaffirmed by the Middle States Commission on Higher Education, national recognition was bestowed upon the ACCC board development program, and the college adopted a comprehensive master plan, Blueprint 2020: Building a Better Future for ACCC, and

WHEREAS, Mr. Boyer’s advocacy of the community college has been supported by his role as a Trustee Ambassador with the NJ Council of County Colleges, and his community involvement including, but not limited to, service as: President of the Middle After School Kare Program; Member of the Cape May County Special Services School District Board; and Volunteer for the Cape Cares Foundation, and

WHEREAS, he exemplifies the values that Atlantic Cape Community College seeks to instill in its graduates.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to Robert J. Boyer in recognition of his admirable service and lasting contributions to the education and welfare of the Atlantic Cape Community College service region and its many stakeholders.

Res. #70C
WHEREAS, Atlantic Cape Community College, as an entity within Atlantic County, has benefitted from a longstanding relationship with the Atlantic County Board of Chosen Freeholders, and

WHEREAS, the Honorable Joseph Silipena, Chairman of the Atlantic County Board of Chosen Freeholders, has provided leadership to the County and has advocated the mission of Atlantic Cape Community College throughout the past 15 years during his service as a representative of the people, and

WHEREAS, Chairman Silipena’s advocacy for a comprehensive, accessible and superior community college has been evidenced by his service on the Board of School Estimate Committees, the Blueprint 2020 Capital Formation Group, and annual commencement ceremonies, and

WHEREAS, Chairman Silipena’s public service also includes time spent as Mayor of Egg Harbor City, Councilman for Egg Harbor City, Chairman of the Egg Harbor City Salvation Army, representative to the South Jersey Transportation Planning Organization and the South Jersey Economic Development District, member of the Atlantic County Mainland Chamber of Commerce, Egg Harbor City Knights of Columbus, South Jersey Field of Dreams, Galloway Township Lions Club and UNICO National, and

WHEREAS, Chairman Silipena’s commitment to responsible citizenship and serving the public is consistent with the mission of Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to Joseph Silipena for his ongoing commitment to the residents of Atlantic County and, specifically, the students, faculty and staff of ACCC.

Res. #70D

WHEREAS, the Honorable Judge Robert Switzer, a longstanding local municipal court judge, has actively served the Atlantic Cape Community College family, as the 2009 Beacons by the Sea Visiting Professor, and

WHEREAS, under the visiting professor program, Judge Switzer taught two internship courses: Hamilton Township Court: Case Law and Egg Harbor Township Court: Case Law, in the criminal justice and corrections department during the spring 2009 semester and conducted faculty development and community-based activities, and

WHEREAS, during his distinguished career, he has served as vice-chair of the Supreme Court Committee on Municipal Court practice and as lecturer and presenter of various courses designed to educate and train judges, attorneys and court administrators in New Jersey Municipal Court Practice and Substantive Law, and

WHEREAS, Judge Switzer has authored rules of the court which govern the procedure used in all N.J. Municipal Courts, Bismarck’s Changes in Foreign and Domestic Policy, 1878-84, and A Re-examination of Boycott Per-Se Rule in Antitrust Law, and

WHEREAS, Judge Switzer exemplifies the values that Atlantic Cape Community College seeks to instill in it graduates.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to the Honorable Judge Robert Switzer in recognition of his admirable service and lasting contributions to the education and welfare of Atlantic Cape Community College, the citizens of New Jersey, and the greater tri-state area.

Res. #70E

WHEREAS, J. Noah Brown, a longstanding advocate for the community college sector, is the fourth president and chief executive officer of the Association of Community College Trustees (ACCT), and

WHEREAS, Mr. Brown’s expertise and leadership in public policy, legislative advocacy, and strategic planning, has earned him recognition as a revered authority on community college governance, and the value of strengthening the strategic connections between community college boards and the array of national and state organizations important to supporting the mission of community colleges, and

WHEREAS, Mr. Brown provides national leadership on behalf of more than 6,000 elected and appointed officials governing 1,200 community colleges throughout the United States, and
WHEREAS, Mr. Brown’s service to the community college sector includes appointment to the Steering Committee for the United States-Denmark Partnership for Vocational Education, U.S. Department of Education, membership on the Advisory and Education Council, Community College Summit Initiative Program, as representative to the Washington Higher Education Secretariat and Committee for Education Funding, and

WHEREAS, Mr. Brown’s commitment to the community college sector and serving the public is consistent with the mission of Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees of Atlantic Cape Community College grants an honorary associate in arts degree to J. Noah Brown in recognition of his admirable service as ACCC’s 42nd annual commencement speaker and his lifetime contributions to the national success of community colleges and their many stakeholders.

Res. #70F

WHEREAS, Kathy McGowan has served Atlantic Cape Community College faithfully, enthusiastically and professionally for 35 years, and

WHEREAS, Mrs. McGowan’s service as Public Relations and Publications Manager in the College Relations Department has contributed to the community’s awareness and appreciation of the college, and

WHEREAS, Mrs. McGowan’s attention to detail, commitment to excellence and outstanding media relations skills have been integral to the college’s growth and success, and

WHEREAS, Mrs. McGowan displayed dedication to the college in repeatedly participating on personnel search committees, serving as content Webmaster, promoting and assisting with the delivery of countless successful initiatives and programs, including, but not limited to, Blueprint 2020, the Restaurant Gala, annual holiday parties, the U.S. Intercollegiate Archery Championships, Mall Day, Kids’ College, Employee Service Awards, Beacons by the Sea, and the grand opening of the Cape May County Campus, and

WHEREAS, Mrs. McGowan’s passion for her work and deep commitment to the college included leading the Web Site Design Committee, instructing Country Line Dancing, serving on the Atlantic County Complete Count Census Committee, serving on the Middle States Self Study and Logistics Committees, and serving as editor of the Atlantic Cape Communicator, the college’s the employee newsletter, and

WHEREAS, Mrs. McGowan was formally recognized for exemplary performance by her peers, including, but not limited to, receiving the Employee of the Quarter Award, numerous Gold, Silver and Bronze Medallions from the National Council for Marketing and Public Relations, Jasper Awards from the Jersey Shore Public Relations and Advertising Association, and a Pepperpot Award from the Public Relations Society of America, and

WHEREAS, Mrs. McGowan has displayed a commitment to education in her professional and personal pursuits having earned her associate degree while working full time and continuing her professional education through ongoing study of trends and best practices in community college publications and public relations, and

WHEREAS, Mrs. McGowan has expressed her desire to retire from employment with Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board accepts the retirement of Kathy McGowan, effective September 1, 2009.

BE IT FURTHER RESOLVED that the Board extends its gratitude and best wishes to Mrs. McGowan for success and happiness in her future endeavors.

Res. #70G

WHEREAS, Rafael Rivera has served Atlantic Cape Community College with great skill and dedication as Custodial Shift Foreman for Facilities Management for over 25 years, and

WHEREAS, Mr. Rivera’s performance has been consistently reflective of “outstanding” and “exemplary” service founded upon a diligent work ethic, steadfast loyalty and dedication to his craft and colleagues,
WHEREAS, Mr. Rivera often took personal initiative to seek out and successfully complete a wide range of facilities challenges, including but not limited to, the notable salvage of several volumes of valuable books vulnerable to water damage after a severe flooding of the College library, and

WHEREAS, Mr. Rivera’s dedication to duty is reflected in his receipt of numerous Perfect Attendance Awards, and

WHEREAS, Mr. Rivera 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 Rafael Rivera, effective October 2, 2009.

BE IT FURTHER RESOLVED, that the Board extends to Mr. Rivera its best wishes for a healthy and happy retirement.

For Review, Security Policies: Policy Nos. 917, 918, 919, 920, 921, 922, 923

Policy No. 917
Area: Facilities Management Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Campus Safety and Security

The security function of Atlantic Cape Community College is assigned to the Security Department, Office of Facilities Management. It is their responsibility to provide a safe environment for all members of the college community thereby protecting and keeping secure life and property. To achieve this, the departmental services shall be organized and implemented in such a way that the following are insured:

- the protection of constitutional rights
- the enforcement of institutional policies and procedures
- the enforcement of local and state laws
- the creation and maintenance of a feeling of security and well being
- the identification and elimination of hazards and/or opportunities for crime
- the establishment of effective crime prevention programs in which the institutional community is educated
- the maintenance, testing and inspection of protective controls and devices to deter and detect crime, fire and life safety hazards
- the establishment and maintenance of procedures to deter the occurrence of traffic accidents and vehicular congestion
- Parking regulations enforcement
- surveillance operations
- lost and found services

In addition, it is desirable to provide basic first aid, CPR / AED and rescue EMS support capabilities and the means to investigate crimes and accidents. Other services that may be provided upon request, when possible, are:

- protective escort
- parking regulations enforcement
- key control
- lost and found operations
- surveillance operations

In conjunction with all services provided by the Security Department, members have a public relations role in rendering precise information and assistance in a courteous manner to students, visitors, faculty and staff.

The procedures in support of this policy can be found in the "College Policies and Procedures Manual" and/or the "Security Officers Manual", "Campus Safety Guide."

Policy No. 918
Area: Facilities Management Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Security Qualification and Training

It is essential that the Security personnel are required to be sensitive to the higher education environment, since it is imperative that members of the college community—especially students—have confidence in the department's operation. They must have a good understanding of the criminal justice system and of the civil liability process that might affect the institution. Personnel shall be knowledgeable and sensitive to others' civil rights and how these rights affect the individual and the institution. Department members must have the ability to deal with emergencies and be able to handle difficult personal situations. Security personnel shall have the capability to understand and implement institutional policies and procedures.

It is encouraged that all Atlantic Cape Community College security personnel shall be engaged in procedures upgrading thorough knowledge and understanding of security and law enforcement by enrolling in appropriate college courses and degree programs and by attending local police training programs when possible.

All Atlantic Cape Community College Security Department members shall be thoroughly trained in:
- college policy and procedures
- civil liability in relation to the institution
- basic civil rights
- campus security and fire equipment
- first aid and CPR
- facility locations and functions
- basic customer service
- campus surveillance, security and fire detection systems
- proper report writing
- procedures for initial interrogation and investigative techniques

It is also helpful that all members of the Security Department receive instruction in proper report writing and be given procedures for interrogation and investigative techniques.

Policy No. 919
Area: Facilities Management, Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Uniforms and Equipment

Campus security may be strengthened not only by using locks and alarms, but also is strengthened by the conspicuous presence of a uniformed, mobile security force. The institution shall provide all personnel with uniforms and equipment necessary to project the presence and provide security to the campus. The uniforms shall be easily distinguishable from all other law enforcement agencies and should be identifiable as a member of the Atlantic Cape Community College Security staff. The college does not permit the carrying of firearms or any other type of weapon under any circumstances.

Security personnel are all equipped with 2-way radios permitting direct contact with the Security base, Facilities Management base, local enforcement agencies, local fire and rescue agencies and fellow employees throughout the Offices of Security and Facilities Management departments.

The Security Department is equipped with a security vehicles, along with several electric carts for patrolling and rapid response.

Policy No. 920
Area: Facilities Management, Campus Safety and Security, Facilities Management
Adopted: 04/23/96
Revisions Approved:
Description: Testing & Inspection of Fire and Life Safety Detection and Suppression Systems.
It is the policy of Atlantic Cape Community College to periodically test all fire and life safety detection and suppression systems equipment in accordance with the New Jersey Uniform Fire Code and the New Jersey Uniform Construction Code. Testing and Inspections shall be conducted by the Security Department, or an outside contractor as contracted by the Facilities, Management and Security Departments.

The Security Department implements and manages contracts for testing and inspecting all fire and life safety detection systems and fire extinguishers. The Facilities Management department implements and manages contracts for testing and inspecting all fire suppression systems supervised by the Security Department.

Security Officers shall escort and provide access to the testing contractor. All test results shall be reviewed, filed accordingly and deficiencies forwarded to the Facilities Management department for correction.

**Policy No. 921**

Area: Facilities Management - Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Fire Inspections

It is the policy of the Security Department to insure the safety of the buildings and occupants by conducting continuous inspections of the facilities for the purpose of identifying potential fire and life safety hazards. The Security Department shall also assist the County Fire Marshall(s) and contracted inspectors while he/she is performing the annual fire and life safety inspections are conducted. for fire code violations and building usage registration.

Procedures:
Fire Inspection Reports No. 921.1

**Policy No. 922**

Area: Facilities Management - Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Building Security

It is the policy of Atlantic Cape Community College to keep all buildings locked and secured at all times after regular working hours. This policy is for the protection of the college personnel and assets. During non-regular hours, individuals requiring access to a building must obtain proper permission.

Procedures:
Building Access after Regular Working Hours No. 922.1

**Policy No. 923**

Area: Facilities Management - Campus Safety and Security
Adopted: 04/23/96
Revisions Approved:
Description: Parking

Atlantic Cape Community College makes every attempt to provide safe, on-site parking to all students, staff and visitors. However, this is not a guarantee that parking is available at every site. Parking spaces are filled on a first come, first served basis. The College currently charges a parking fee to students for parking privileges.

Parking lots are lighted and patrolled by campus security forces. However, parking is always at the individual's own risk. All members of the College community are obligated to abide by the published parking rules and regulations. Violations of said rules will result in monetary fines and possible loss of parking privileges.
The Security Department shall be solely responsible for vehicle traffic and pedestrian safety, and road conditions within their jurisdiction of the ACCC facilities. Some areas of responsibility are: all motor vehicle regulations regarding speed limits and parking crosswalks and pedestrian travel reporting to Facilities Department unsafe road conditions and possible hazards congestion and traffic control.

Res. #71 Rev.

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

<table>
<thead>
<tr>
<th>Bid</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1703</td>
<td>Gym Renovations and New Fitness Center/Air Conditioning T. N. Ward Atlantic City, NJ</td>
<td>$1,112,480.00</td>
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<tr>
<td>1704</td>
<td>Site Lighting (FY09 R&amp;R and Plant Fund), Upgrade Site Lighting Coastal Electric Folsom, NJ</td>
<td>$227,381.00</td>
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<td>56</td>
<td>Cable TV Advertising (ACA Marketing FY09 Comcast Spotlight Egg Harbor Township, NJ)</td>
<td>$10,104.00</td>
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<tr>
<td>57</td>
<td>Roof Exhauster Replacements, Building M, (FY09 ACA Maintenance/Repair) Broadley's MDI Marmora, NJ</td>
<td>$17,620.00</td>
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<tr>
<td>58</td>
<td>Groundsmaster Lawnmower Turf Equipment and Supply Pipersville, PA</td>
<td>$28,048.40</td>
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Res. #72

WHEREAS, the New Jersey Department of Labor is accepting renewal applications for the FY10 Adult Basic Skills Grant Program and Integrated English Literacy and Civics Grant Program that supports instruction in order to enable adults to acquire the skills necessary to improve their adult basic skills and literacy skill levels in reading, writing, and in speaking the English language, and

WHEREAS, the college is proposing to assist these adult learners acquire adult basic skills and English literacy skills by:

- providing adults sufficient basic education to enable them to benefit from placement in, retention in, or completion of postsecondary education;
- providing opportunities to promote secondary and postsecondary education;
- promoting family literacy;
- promoting professional development for program staff, and

WHEREAS, the benefit to the college will be to improve, expand, and promote adult basic skills and literacy for ESL students (see attached), and

WHEREAS, the amount of the grant is $900,000 (maximum) for one year from July 1, 2009 through June 30, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the New Jersey Department of Labor FY10 Adult Basic Skills Grant and Integrated English Literacy and Civics Education Grant from July 1, 2009, through June 30, 2010, for the amount of $900,000 (maximum).

Res. #73
WHEREAS, the MetLife Foundation/Civic Ventures is accepting applications for Community College Encore Career Project Grants to create new ways for adults 50+ to transition to "encore careers", and

WHEREAS, the college will create a unique marketing campaign, geared to 50+ adults to attract participants for recruit participants to teach CE offerings (see attached), and

WHEREAS, the benefit to the college will be to an additional pool of trained teachers for Continuing Education courses, and

WHEREAS, the maximum amount of the grant to ACCC is $25,000 for one year from September 1, 2009, through August 31, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the Community College Encore Career Project Grants from September 1, 2009, through August 31, 2010, for a maximum of $25,000.

Res. #74

WHEREAS, the New Jersey Commission on Higher Education is soliciting proposals for grant funding for the Disengaged Adults Returning to College, and

WHEREAS, ACCC will seek to locate and recruit former students in good standing who have left ACCC and

WHEREAS, develop a support system which will assist students in returning to college (see attached), and

WHEREAS, the amount of the proposed grant application is $75,000 for 2009-2012 from September 1, 2009, through August 31, 2010,

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the Disengaged Adults Returning to College grant from the New Jersey Council for the Humanities from July 1, 2009, through August 31, 2012 in the amount of $75,000.

Res. #75

WHEREAS, the New Jersey Council for the Humanities is soliciting proposals for mini-grant funding for Humanities Projects, and

WHEREAS, ACCC will offer a series of four lectures by local scholars of note to recognize and celebrate the revitalization of the Spangler library (see attached), and

WHEREAS, ACCC is reconfiguring the William Spangler Library and grant funding will be sought from the New Jersey Council on the Humanities to support the lecture series, and

WHEREAS, the amount of the proposed grant is $3,000 for 2009/2010 from September 1, 2009 through August 31, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for a Humanities Projects grant from the New Jersey Council for the Humanities from September 1, 2009. through August 31, 2010 in the amount of $3,000.

Res. #76

WHEREAS, the New Jersey State Council on the Arts is soliciting continuation of funding for the Space Bank Project, and

WHEREAS, ACCC will support an online database for a variety of arts uses (see attached), and

WHEREAS, ACCC will host a website, provide technical support and maintain a database for facilities in southern New Jersey to upload their information, and

WHEREAS, the amount of the proposed contract is $18,000 (maximum) for 2009/2010 from July 1, 2009, through June 30, 2010.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for the Space Bank Project grant from the New Jersey State Council on the Arts from July 1, 2009 through June 30, 2010 in the amount of $18,000 (maximum).
Res. #77
WHEREAS, the United States Department of Education is soliciting applications for funding for Student Support Services (SSS) grants, and
WHEREAS, ACCC would provide opportunities for academic development services to motivate students toward the successful completion of their postsecondary education (see attached), and
WHEREAS, the goal of SSS is to increase the college retention and graduation rates of its participants and help students make the transition from one level of higher education to the next, and
WHEREAS, the amount of the grant is $250,000 (maximum) for 2009-2014 from September 1, 2009, through August 31, 2014.
THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to apply for Student Support Services grants from the US Department of Labor from September 1, 2009, through August 31, 2014 in the amount of $250,000 (maximum).

Res. #78
WHEREAS, there is a need for computer security specialists who are knowledgeable about network, data and communications security, and
WHEREAS, the Computer Security Certificate would prepare students to develop plans for security, promote security awareness, perform risk assessments, and document security solutions, and
WHEREAS, this certificate program includes 30 credit hours, which can be applied toward the Computer Systems Support, Associate in Applied Science degree, and
WHEREAS, the Curriculum Committee has considered and approved the Certificate in Computer Security on March 26, 2009,
THEREFORE BE IT RESOLVED that the Board of Trustees approve offering the Certificate in Computer Security effective fall 2009.

Res #79
RESOLVED: At a public meeting of the Board of Trustees to be held on May 26, 2009, that pursuant to Sections 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: AYES, NO NAYS

X. PRESIDENT'S REPORT: Dr. Mora continued his President's Report with the following items:
Atlantic County Major Public Construction Projects Forum, Earth Day Events, Employee Service Awards, Pandemic Planning, and Staff and Media Accomplishments. It showed the level of activity and scope of publically funded projects in Atlantic County.

• Dr. Mora talked about his presentation at the Atlantic County Major Public Construction Projects Forum hosted by the Atlantic County Chamber of Commerce. It focused on the development and construction activities around the community. It also showed the level of activity and scope of publicly funded projects in Atlantic County.
• Dean Carmen Royal gave a presentation about the April 22 Earth Day celebration held at all three campuses and spoke on the various activities. Some of the activities offered were: Phi Theta Kappa maze, "Earth Exhibit" displayed by the Art Club, plant and "Earthly" cupcake giveaways by Culinary Student Association, greenhouse tours, an exhibit by ACUA, Rutgers seed giveaways, SGA giveaways and the college Heart Walk Team reusable gifts and unveiling of the new team t-shirt designed
by ACCC student, Victor Moreno. Dean Carmen Royal also showed some student photos on the college's new official Face Book page.

- Ms. Brittany Williams spoke on the 25th Annual Employee Service Awards and discussed the college preparedness for a possible swine flu pandemic. Under the direction of Dean Bobby Royal college security has been working on a six-month component called "Safe Campus" of which pandemic planning is an initiative.
- TV footage of Dr. Mora's recent appearance on the Pinky Kravitz program was shown. Dr. Mora spoke about our capital projects, including environmentally friendly building construction, and the green campus initiative.
- Dean Perniciaro was a presenter at the Economic Development in an Expanding Coastal Community. Dean Perniciaro discussed economic trends in the area and gave an update on his regional and local speaking engagements over the next couple of months.
- Dr. Patricia Gentile who recently earned her Ed.D. in Educational Studies, Higher Education Administration and Leadership from the University of Nebraska thanked the Board for its support of her education.

XI. COMMITTEE REPORTS: DISCUSSION/QUESTIONS

Chairperson Talvacchia asked if there were any questions or comments on the Board committee reports.

XII. OTHER BUSINESS

Chairperson Talvacchia acknowledged the thank you card received from recently retired Ms. Renee DeAngelo for the dish garden she received for bereavement.

XIII. COMMENTS FROM THE PUBLIC

None

XIV. ADJOURNMENT

On motion of Mr. Boyer and second by Mr. Melchiorre the regular session was adjourned at 8:20 p.m., in Room 113, Cape May County Campus, 314 Court House-South Dennis Road, Cape May Court House, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
ACCC Board Secretary

Attachments: ACCC Foundation Board Report, 4/28/09
Academic and Student Affairs, 4/22/09
Budget, Finance and Audit Committee Minutes, 4/21/09
Long-Range Planning and Capital Projects Committee Minutes, 4/20/09
Personnel and Board Development Committee Minutes, 4/20/09