I. **CALL TO ORDER REGULAR SESSION**

On Tuesday, July 27, 2010, 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 e-mail for posting at “J” Building main campus; the Charles D. Worthington Atlantic City Campus, the Cape May County Campus and copies were e-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 July 15, 2010.

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 (√)**

<table>
<thead>
<tr>
<th>Board Members</th>
<th>College Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Terrence J. Crowley</td>
<td>Dr. Peter Mora</td>
</tr>
<tr>
<td>David A. Evans</td>
<td>Kathy Corbalis</td>
</tr>
<tr>
<td>Brian G. Lefke</td>
<td>Dr. Patricia Gentile</td>
</tr>
<tr>
<td>Martha L. Madroñero</td>
<td>Dr. Richard Perniciaro</td>
</tr>
<tr>
<td>Donald J. Parker</td>
<td>Bobby Royal</td>
</tr>
<tr>
<td>Eric Reynolds</td>
<td>Carmen Royal</td>
</tr>
<tr>
<td>Chris C. Seher</td>
<td>Terry Sampson</td>
</tr>
<tr>
<td>Nicholas F. Talvacchia, Esquire</td>
<td>Cathie Skinner, CPA</td>
</tr>
<tr>
<td>Maria Ivette Torres</td>
<td>Dr. Art Wexler</td>
</tr>
<tr>
<td>Helen W. Walsh</td>
<td>Brittany Williams-Goldstein</td>
</tr>
<tr>
<td></td>
<td>BettyAnn Inloes Hines</td>
</tr>
<tr>
<td></td>
<td>Louis J. Greco, Esquire</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Others in Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Lugo, Atlantic Co. Treasurer &amp; CFO</td>
</tr>
<tr>
<td>Sheyla Ayla-Mantilla</td>
</tr>
</tbody>
</table>

Chairperson Talvacchia introduced the newest trustee, Ms. Martha Madroñero, alumni representative. He said she has transferred to Stockton and lives in Ventnor City. “Welcome to the Board and enjoy your time,” said Chairperson Talvacchia.

Ms. Madroñero said she is looking forward to this great experience. She is taking early childhood education at Stockton. “I am excited to be here,” said Ms. Madroñero.

Chairperson Talvacchia said it is exciting to welcome a new alumni representative but there is one who is leaving after her year of service, Ms. Ayla-Mantilla. She is attending Rutgers. “Thank you for
your input and service to the Board," said Chairperson Talvacchia. Chairperson Talvacchia presented her with a plaque.

Ms. Ayla-Mantilla thanked the college stating she enjoyed her time of service.

Secretary's Note: Ms. Ayla-Mantilla took a picture with Chairperson Talvacchia and Dr. Mora.

V. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS
Chairperson Talvacchia asked if there were any comments from the public on agenda items.

VI. CALL TO ORDER EXECUTIVE SESSION
Chairperson Talvacchia made a motion saying there would be a deviation from the normal agenda by having the President's Report and then calling for an executive session around 7:30 p.m. and when then resume the regular session.

Mr. Parker moved and Mr. Crowley seconded the motion.

Chairperson Talvacchia said we will now consider the consent resolutions.

VII. CONSENT RESOLUTIONS
Chairperson Talvacchia said the consent resolutions as listed on the agenda are: Res. #81 Rev. Amended; Res. #96A; Res. #97 Rev.; Res. #97B; Res. #97C; Res. #97D; Res. #97E; Res. #98 Rev.; Res. #98E; Res. #98F; Res. #98G; Res. #99 and Res. #101. He asked if any needed to be separated for further discussion. Hearing no objections, Chairperson Talvacchia said the resolutions would be adopted.

Mr. Lefke moved and Mr. Crowley seconded the following:

Res. #81 Rev. Amended
It is respectfully recommended, by the President, that the Board approve the following:

Appointments

William Lemons, Department Chair, Business, at an annual stipend of $6,749, retroactive to May 24, 2010.

Christina Ranelle, Assistant Professor, Allied Health, at an annual salary of $49,418, effective August 30, 2010.

Sonia Taylor, Assistant Professor, Biology, at an annual salary of $49,418, effective August 30, 2010.

Dr. Zhe June Xu, Assistant Professor, Biology, at an annual salary of $49,418, effective August 30, 2010.

Lauren Piacentine, Specialist, Financial Aid, at an annual salary of $33,485, effective May 26, 2010.
Alexa Beshara, Senior Technician, Institutional Research, at an annual salary of $40,698, effective May 26, 2010.

Transfer

Mark Streckenbein, from Director of Facilities Planning and Management to Director of Facilities Planning and Capital Projects, at his existing salary, effective September 1, 2010.

Res. #96A

WHEREAS, the college had developed a list of FY'10 repair and renewal projects to be funded by the student facilities fee and a rebranding effort to be funded by the FY'10 Strategic Initiative Fund, and

WHEREAS, FY'10 funds remaining to support completing these initiatives are estimated in the amount of $231,072.00 as follows:

<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rebranding Strategic Project</td>
<td>$45,452</td>
</tr>
<tr>
<td>FY'10 Facilities Fee (balance carry forward)</td>
<td>$185,620</td>
</tr>
</tbody>
</table>

and,

WHEREAS, it is the recommendation of the President to appropriate $231,072 from the FY’10 year-end unrestricted fund balance $185,620 to the unrestricted Plant Fund and $45,452 as an amendment to the FY'11 unrestricted expenditure budget of $42,713,775.

THEREFORE BE IT RESOLVED that the Board of Trustees approve said transfer of $185,620 from the FY’10 year-end unrestricted fund balance to the FY’11 unrestricted Plant Fund and amended unrestricted FY'11 expenditure budget of $42,759,227.

Res. #97 Rev.

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

APPOINTMENTS

William Briddell, Senior Clerk, Business Office, effective August 2, 2010, at an annual salary of $27,546.

Alex Kuprianov, Senior Instructor, Technology Studies Institute, effective July 28, 2010, at an annual salary of $48,844.

Joseph Krafitt, Assistant Professor of Nursing, effective August 30, 2010 at an annual salary of $49,418.

Barbara Fahey, Office Assistant, Admissions and College Recruitment, effective July 28, at an annual salary of $27,546.

RESIGNATIONS


Lena McGowan, Senior Clerk, Business Office, effective May 26, 2010.

Brittany Williams-Goldstein, Associate Dean of Human Resources, Presidential and Board of Trustees Services, effective August 31, 2010.

Res. #97B

WHEREAS, Lynn Lessie has served Atlantic Cape Community College faithfully and professionally for 34 years, and
WHEREAS, Professor Lessie’s colleagues have consistently described the atmosphere of her classes as “highly positive” and reflective of “mutual respect and open dialogue”, noting that her steadfast commitment to providing high quality undergraduate education has yielded significant enhancements to College curriculum across disciplines and to the student experience, and

WHEREAS, over the years, students and peers have praised Professor Lessie for being “highly skilled at interpersonal matters”, “attuned to student needs”, for presenting challenging course work, for applying a theoretical base to practical situations, and for fostering an environment that provides a safe, encouraging structure for student participation and discourse, and

WHEREAS, Professor Lessie’s commitment to the College mission has been evidenced by her roles as Director of the Child Care Center, Coordinator of the Child Development/ Child Care and Behavioral Sciences programs, Department Chairperson of Social Science, and as a presenter of multiple professional development programs on issues such as developing instructional objectives and assessments, student learning styles, and career and gender stereotypes, and

WHEREAS, Professor Lessie has been described as an “effective, active and valuable” member of the College community, contributing her time and expertise to personnel search committees, Business Symposium Day, the Social Science Fair, the Performance Appraisal Task Force, Middle States Self Study Committees, the Advisory Presidential Search Committee, the Executive Committee of the Collegiate/Faculty Assembly, the Curriculum Committee, cross-disciplinary program reviews, the development of articulation agreements with fellow undergraduate institutions and child care centers, and as a mentor to new faculty, and

WHEREAS, Professor Lessie’s academic pursuits during her career included the attainment of her MS from the University of Pittsburgh, pursuit of her doctorate from the University of Pennsylvania, and a sabbatical leave in the late ‘90’s, and

WHEREAS, Professor Lessie has expressed her desire to retire from Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board approve the retirement of Ms. Lynn Lessie effective June 30, 2010.

BE IT FURTHER RESOLVED, that the Board extends its best wishes to Professor Lessie and her family for a very happy and healthy future.

Res. #97C

WHEREAS, Paula Hamilton has served Atlantic Cape Community College faithfully and professionally since 1982, and

WHEREAS, Ms. Hamilton’s competence and professionalism were recognized in numerous affirmations over the course of her 28 year career, and

WHEREAS, Ms. Hamilton’s supervisors over the years have described her performance as “outstanding and thorough”, consistently lauding her as reliable, intelligent, pleasant, consistently calm, and sensitive to human concerns, and

WHEREAS, Ms. Hamilton’s strong interpersonal skills and commitment to accuracy have been the cornerstone of her career at the college, leading to front-line positions in the Upward Bound program, Counseling Department, Athletics Office, and Admissions and College Recruitment Department, and

WHEREAS, Ms. Hamilton was recognized by the college for her contributions to the Co-op/Culinary Arts externship Program, Jumpstart recruitment program, Commencement, Annual Transfer Day, Student/Faculty/Staff Talent Show, and for the creation of the “very efficient and user friendly system for the LPN transition program,” and
WHEREAS, Ms. Hamilton’s commitment to her own education and professional development was
evidenced over the years by her regular participation in training programs and enrollment in college
courses, and

WHEREAS, Ms. Hamilton’s courteous and knowledgeable service provided countless students and
personnel with consistently patient and thoughtful assistance over the years, and

WHEREAS, Ms. Hamilton was an advocate for the Athletics Program having fulfilled long time roles as a
scorekeeper and cheerleading coach,

WHEREAS, the Sicklerville resident has expressed her desire to retire from Atlantic Cape Community
College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board approve the
retirement of Paula Hamilton, retroactive to June 1, 2010.

BE IT FURTHER RESOLVED that the Board extends its best wishes to Ms. Hamilton and her family for a
very happy and healthy future.

Res. #97D

WHEREAS, Debbie Ciarrocki has served Atlantic Cape Community College with great skill and dedication
as a valued member of the Business Services Department for 25+ years, and

WHEREAS, Ms. Ciarrocki’s tenure at the College is largely characterized by her role as Supervisor of
Purchasing/Perishable Storeroom Operations, and

WHEREAS Ms. Ciarrocki’s performance has been described by her colleagues as “highly effective,”
“loyal” and “responsive,” noting that her professional capacity is matched and supported by a personality
that reflects her “sincerity of purpose,” and

WHEREAS, Ms. Ciarrocki’s expertise in food market trends and fluctuations, perishable goods purchasing
and receiving best practices, food preparation and storage, and yield testing played an integral role in her
ability to effectively manage the perishable storeroom and Academy of Culinary Arts purchasing, and

WHEREAS, Ms. Ciarrocki’s dedication to duty is reflected in her receipt of multiple certificates for Perfect
Attendance, her integral role in the automation of perishable storeroom operations, and the expansion of
the Academy of Culinary Arts, and

WHEREAS, Ms. Ciarrocki has indicated her 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 Debbie Ciarrocki effective October 1, 2010.

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

Res. #97E

WHEREAS, Judith Niewender has served Atlantic Cape Community College faithfully and professionally
since 1991 in the Office of the Dean of Academic Affairs and in the Business and Administrative Services
Department, and

WHEREAS, Ms. Niewender’s supervisors and members of the community over the years have described
her performance as “exceptional”, consistently lauding her attention to detail, professionalism and the
“finesse” with which she brought to the role of Events Specialist in the Business and Administrative
Services Department, and
WHEREAS, Ms. Niewender’s competence and professionalism were recognized in numerous affirmations from college leadership as well as The South Jersey Regional Library Cooperative, Margate Little Theater, the Pinelands Commission, the County of Atlantic, the US House of Representatives, the United Way, the Arc of Atlantic County, the NJ Department of Law and Public Safety, the NJ Department of Education, and

WHEREAS, Ms. Niewender contributed to the success of so many events on campus including, but not limited to the Technology Extravaganza, Intergenerational Services Talent Show, New Student Day, Domestic Violence Crisis Response Team Conference, Achieving Empowerment Conference for High School Students, Veterans Forum, Jury Focus Project, Scholarship Awards Banquet, Middle States Accreditation Team Visit, Atlantic Cape’s 40th Anniversary Celebration, Governor’s Town Hall visit, and GIS Day, and

WHEREAS, Ms. Niewender earned her Associate in Arts degree while employed full-time at the college and received multiple Perfect Attendance Awards during her career, and

WHEREAS, the Egg Harbor Township resident has expressed her desire to retire from Atlantic Cape Community College.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board approve the retirement of Judy Niewender, effective September 1, 2010.

BE IT FURTHER RESOLVED, that the Board extends its best wishes to Judy and her family for a very happy and healthy future.

Res.#98 Rev.

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

Bid 1725 Athletic Field Fencing (Plant Fund) $30,505.00
Majestic Fence Co., Inc.
Howell, NJ

Bid 1726 Science Supplies & Equipment, (FY11 Science Operational) $28,458.09
Science Kit & Boreal Lab $6,939.49
Tonawanda, NY
Carolina Biological Supply $7,268.21
Burlington, NC
Frey Scientific $4,956.47
Nashua, NH
Para Scientific $4,467.40
Fairless Hills, PA
Macalaster Bicknell $4,826.52
Millville, NJ

Bid 1727 Custodial Supplies, (FY11 Facilities Management Operational) $54,541.52
Hillyard, Inc. $1,354.04
Warminster, PA
Central Poly Corp. $7,490.70
Linden, NJ
Unipak Corp. $1,177.50
Brooklyn, NY
City Supply $4,964.94
Egg Harbor Township, NJ
Interline Brands (Amsan) $39,554.34
Winslow, NJ

Bid 1728 Central Storeroom Supplies, (FY11 Operational/ Department Backcharge) $60,476.30
Office Basics
Boothwyn, PA
### Bid 1729
**Academy of Culinary Arts Supplies, (FY11 Operational)**
- **City Supply**
  - Egg Harbor Township, NJ
  - Edward Don & Co.
  - Marlton, NJ
  - Total: $46,165.32

### Bid 1730
**Paper & Envelopes, (FY11 Central Stores/Print Shop Operational/Department Backcharge)**
- **Office Basics**
  - Boothwyn, PA
  - Total: $47,847.08

### Bid 1731
**Toner Cartridges, (FY11 Operational/Department Backcharge)**
- **Office Basics**
  - Boothwyn, PA
  - CVR Computer Supplies
    - Cherry Hill, NJ
    - Total: $48,454.56
- **CVR Computer Supplies**
  - Total: $13,753.00
- **Star Data Products**
  - Ramsey, NJ
  - Total: $6,817.00
- **Supply Saver**
  - Neptune, NJ
  - Impex Micro, Inc.
    - Total: $15,702.56
- **Star Data Products**
  - Total: $6,817.00
- **Supply Saver**
  - Total: $548.00
- **Impex Micro, Inc.**
  - Basking Ridge, NJ
  - Total: $6,817.00

### Bid 1732
**Athletic Uniforms, (FY11 Operational)**
- **Progressivewear**
  - May Landing, NJ
  - Total: $22,885.10

### Bid 1733
**Exterior Signage, (Chapter 12 Cape May Branding FY10 R&R)**
- **Eastern Sign Tech**
  - Atlantic City, NJ
  - Total: $47,692.00

### Bid Ex. 582
**Adult Basic Education Grant, (FY10 Expenses)**
- **Pleasantville Public Schools**
  - Pleasantville, NJ
  - Total: $47,776.97

### OQ 79
**Media Buying Services**
- **(FY11 College Relations/ACA Operational)**
  - Total: $70,000.00
- **(FY11 Continuing Education)**
  - Total: $15,000.00
- **(FY11 Branding Campaign)**
  - The Marathon Group
  - Mt Laurel, NJ
  - Total: $75,000.00

### OQ 80
**Cleaning Services – ISE and East Campus, (FY11 Facilities Operations)**
- **ISE – (Hamilton Mall)**
  - $9,120.00
- **East Campus**
  - Garden State Commercial Cleaning
  - Hammonton, NJ
  - Total: $7,800.00

### RFP143
**Engineering Services for Pinelands, (Chapter 12 Funding)**
- Revision to original contract, Res. #54, 1/22/08
- **Dixon Associates**
  - Galloway, NJ
  - Total: $18,000.00

---

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR**
Entech Engineering, Inc., Reading, PA

WHEREAS, under New Jersey Community College Contract Law a Contract for Professional Services may be negotiated or awarded without public advertising for Bids, and
WHEREAS, the Purchasing Senior Manager has determined that the value of the acquisition will exceed $17,500, and

WHEREAS, Entech Engineering, Inc. has submitted a proposal for Services to include: A Facilities Condition Assessment to assess each building’s current state of maintenance and identify facility deficiencies and update College’s Facilities Condition Assessment Database on June 14, 2010 indicating they will provide the Service for the sum of $50,000 plus expenses (expenses capped at $3,600.00); and

WHEREAS, EnTech Engineering has performed two facility audits over the last ten years and maintained our database, and

WHEREAS, the college administration has found this service to be an integral part of the campus’s facility management process; a tool to extend the useful life of campus equipment, reduce space disruptions and equipment downtime, and document needs and funding requirements, and

WHEREAS, EnTech of Reading, PA has completed and submitted a Business Entity Disclosure Certification which certifies that EnTech Engineering, Inc 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 EnTech Engineering from making any reportable contributions through the term of the contract.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes Terry Sampson, Executive Director of Administration and Business Services to enter into a contract with EnTech Engineering, Inc as described herein.

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

Res. #98F

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

<table>
<thead>
<tr>
<th>Bid</th>
<th>Description</th>
<th>Contractor, Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bid 1734</td>
<td>Rack Refrigeration System Upgrade, R &amp; R</td>
<td>Marlee Contractors, Hammonton, NJ</td>
<td>$110,654.26</td>
</tr>
<tr>
<td>Bid 1735</td>
<td>Demolition and Site Construction, WACC, (Chapter 12 funding)</td>
<td>Site Contractors, Inc., Hammonton, NJ</td>
<td>$362,837.00</td>
</tr>
<tr>
<td>Bid 1736</td>
<td>Flashing Repairs, E Building – (Gym Renovation/Plant Fund)</td>
<td>Schneider Restoration, Newtown, PA</td>
<td>$24,300.00</td>
</tr>
<tr>
<td>Bid Ex. 583</td>
<td>IBM Software Maintenance, (FY11 Information Technology Services Operational)</td>
<td>IBM Corporation, Pittsburgh, PA</td>
<td>$164,367.00</td>
</tr>
<tr>
<td>Bid Ex. 584</td>
<td>State Contract, Fuel Oil &amp; Gasoline, (FY11 Facilities Management Operational)</td>
<td>Pedroni Fuel Oil, Vineland, NJ</td>
<td>$116,000.00</td>
</tr>
<tr>
<td>Bid Ex. 585</td>
<td>Library Books/Publications, (FY11 Library Operational)</td>
<td>Baker &amp; Taylor, Bridgewater, NJ</td>
<td>$50,000.00</td>
</tr>
<tr>
<td>Bid Ex. 586</td>
<td>Blackboard/WebCT Software Licensing, (FY11 Instructional Technology Operational)</td>
<td></td>
<td>$32,736.90</td>
</tr>
</tbody>
</table>
WHEREAS, the food service contract ends August 31, 2010, and

WHEREAS, the college advertised for and distributed fifteen (15) Requests for Proposals for food service operations (Cafeteria, Catering & Vending), and

WHEREAS, five (5) proposals were received on June 7, 2010, and

WHEREAS, Business Services met with a Food Service Review committee on June 23 to review proposals, and

WHEREAS, based on the proposals received, it is recommendation of the committee that the college award contracts to the following vendors (RFP Compensation Offering attached):

Canteen Food Services/Compass Group
Avenel, NJ
Cafeteria Mays Landing – Atlantic City
Catering all hours – Mays Landing
Catering operational hours – Atlantic City
Vending all Campuses

Cape May Pizza/Bay Steaks
Cape May Court House NJ
Cafeteria and Catering – Cape May

Hannah G’s
Ventnor, NJ
Atlantic City-After Hours Catering

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorize the Executive Director of Administration and Business Services, to enter into three-year contracts (pending review by the College Attorney), with the vendors named above.

WHEREAS, there is an increased demand from area business and industry for trained geographic information systems professionals, and

WHEREAS, this option will provide an introductory sequence of courses in geographic information systems with an emphasis on the business applications of G.I.S. along with the application of geospatial technology (see attached), and

WHEREAS, students will be afforded the opportunity to transfer to Bachelor of Science programs, and

WHEREAS, the Curriculum Committee has considered and approved the Geographic Information Systems Option, Computer Information Systems, Associate in Science degree on May 11, 2010.
THEREFORE BE IT RESOLVED that the Board of Trustees approve offering the Geographic Information Systems Option, Computer Information Systems, Associate in Science degree effective spring 2011.

Res. #101

RESOLVED: At a public meeting of the Board of Trustees to be held on September 28, 2010, 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: ALL AYES, NO NAYS

VIII. PRESIDENT'S REPORT

Dr. Mora spoke and presented by PowerPoint information about the Middle States Commission on Higher Education (MSCHE) and the process for our accreditation reaffirmation noting that this was the single most important project of his presidency. On March 2006 an Evaluation Team from Middle States visited the campus and on June 2006 submitted their statement of accreditation status. In response to the Evaluation Team report the MSCHE issued a warning to the college that its accreditation may be in jeopardy and to request a monitoring report due September 2007 documenting development and progress toward the fulfillment of the minimum requirements of Standards 2 and 7. Dr. Mora gave detailed information by PowerPoint of the process the college followed:

- Timeline of how Atlantic Cape arrived at reaffirmation
  - Institutional Effectiveness Committee ((IEC) enterprise-wide membership^  
  - Committee Charge
  - Implementation
  - Monitoring Report September 2007
    - Structured assessing institutional effectiveness with strategic plan (2005-2009)
    - Developed the college's Institutional Effectiveness Plan (IEP)*  
      - Introduction of Institutional Effectiveness Plan and Process
      - Strategic Plan Goals and Measurable Objectives
      - Student Learning Assessment Plan
      - Evaluation of Yearly Institutional Effectiveness
  - Follow-up team Visit October 2007
  - Statement of Accreditation Status March 2008
  - June 2010: the Commission accepted the Monitoring Report and reaffirmed Atlantic Cape's accreditation
- Next Steps – A Periodic Review Report (PRR) is due to the Commission in June 2013

^The IEC expressed the college's need to put in place the planning and budgeting steps. Dr. Mora noted it took the college four years to do this.

*In fall 2010 the Board will see the drafts due of a 5-year revision of the Strategic Plan.

"The Periodic Review Report is a retrospective, current and prospective analysis of an institution since its last evaluation," said Dr. Mora.
Dr. Mora extended his appreciation to the Institutional Effectiveness Committee members:

- Dr. Richard Perniciaro, Co-Chair
- Dr. Art Wexler, Co-Chair
- Luis Montefusco
- Paula Pitcher
- Kathy Corbalis
- Dr. Paula Roberson
- Paula Davis
- Amy Shelton
- Dr. Dorothea Dunayer
- Catherine Skinner
- Jean McAlister
- Brittany Williams-Goldstein
- Dr. Ron McArthur

Several questions were asked by the Board members, and they were answered by Deans Perniciaro and Skinner.

Vice President Wexler gave further information on the process and the steps involved.

At 7:40 p.m. Chairperson Talvacchia called for an executive session.

Messrs. Crowley and Lefke moved and seconded the motion.

At 9:12 p.m. the regular session reconvened with a motion from Mr. Seher and a second by Mr. Lefke.

ROLL CALL: ALL AYES, NO NAYS

IX. BUDGET REPORT

Mr. Evans stated that the Fiscal Year 2009-2010 year-to-date data summarized in the Board Summary Report for the eleven months ended May 31, 2010, Res. #96 Rev., indicate a margin of $5,776,454. The college has earned 98.26% of budgeted revenues and expended 87.90% of budgeted expenses.

Based on a three-year moving average of prior year actual and Fiscal Year 2009-2010 current year-to-date actual, management projects the college will attain a positive Fiscal 2009-2010 margin.

Res. #96 Rev., FY10 draft Board Summary Report for the year ended June 30, 2010—Management projects revenue in excess of expenditures estimate at $2 million before fund balance transfers. Adjustments still in process include state pension liability, state unemployment insurance liability and other year-end closing items.

X. REGULAR RESOLUTIONS

Mr. Evans moved and Mr. Parker seconded acceptance of the Financial Statement Executive Summary for May 31, 2010 and June 22, 2010 (draft), Res. #96 Rev.

ROLL CALL: AYES, NO NAYS

Mr. Evans read Res. #96B and moved and Ms. Torres seconded the following:
WHEREAS on August 28, 2007, Resolution #15, the Board endorsed Blueprint for 2020: Building a Better Future for ACCC as a means to building upon and securing a quality and productive future for the ACCC community, and

WHEREAS, funds required to support Phase I of this plan are estimated in the amount of $1,500,000, and

WHEREAS, it is the recommendation of the President to appropriate $1,500,000 from the FY’09 year-end unrestricted fund balance to the unrestricted Plant Fund.

THEREFORE BE IT RESOLVED that the Board of Trustees approve said transfer of $1,500,000 from the FY’09 year-end unrestricted fund balance to the FY’11 unrestricted Plant Fund.

THEREFORE BE IT FURTHER RESOLVED that upon the Board of Trustees approval of this transfer and as outlined in the Joint Venture College Agreement entered into on August 25, 1998, notification will be made to the Board of Chosen Freeholders of both Atlantic and Cape May counties of the projects that will be completed.

ROLL CALL: ALL AYES, NO NAYS

The Board agreed to "Acknowledge Receipt" of the Annual Budget Message July 1, 2010 – June 30, 2011 instead of as a "Motion to Accept". Mr. Evans moved and Mr. Seher seconded the change.

Mr. Talvacchia moved and Mr. Crowley seconded.

Mr. Walsh asked if the strategic planning goals were included.

Dean Skinner said we cannot do this because the strategic planning goals are not approved for this year.

Dr. Mora said the current goals have been added to the Annual Budget Message and this fall the strategic planning goals will be approved.

Chairperson Talvacchia said the May 25, 2010, executive session minutes have been held because they involve information on the negotiations which are still ongoing. He asked for the adoption of the May 25, 2010, regular session minutes, Res. #95.

Mr. Lefke moved and Ms. Torres seconded.

ROLL CALL: AYES, NO NAYS

Mr. Parker summarized Res. #97A, non-bid award for Louis J. Greco, Esq. Mr. Parker moved and Mr. Seher seconded the following:

WHEREAS, under New Jersey Community College Contract Law a formal agreement for professional legal services may be negotiated or awarded without public advertising for bids, and

WHEREAS, ACCC has determined and certified, in writing, that the value of this acquisition will exceed $17,500, and
WHEREAS, in addition to advising the Board and administration on local, state and federal regulatory requirements, Mr. Greco has served the trustees and college community effectively as an educator, mediator, spokesperson and contract administrator, and

WHEREAS, his expertise has guided the institution through legal matters and minimized financial exposure when action was taken against the college, and

WHEREAS, an assessment of Mr. Greco’s performance has yielded an “excellent” performance rating, and

WHEREAS, Louis J. Greco, Esq., will continue to provide legal counsel for a retainer fee of $41,660 per annum and an hourly rate of $121.77 for litigation and off campus hearings, and

WHEREAS, Atlantic Cape Community College has completed and submitted a Business Entity Disclosure Certification which indicates that Mr. Greco has not made any reportable contributions to a political committee or candidate in Atlantic or Cape May counties during the previous year, and that the 2010-2011 legal services contract prohibits Mr. Greco from making reportable contributions, and

WHEREAS, the term of this contract is one year, effective July 1, 2010 and ending June 30, 2011.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, the Board authorizes a one-year legal services contract with Louis J. Greco, Esq.

ROLL CALL: AYES, NO NAYS

Chairperson Talvacchia said, “He appreciated the outstanding work Counselor Greco has done for the college.”

Mr. Parker read Res. #97F, Appointment – B. Sanders, he moved and Mr. Reynolds seconded the following:

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

APPOINTMENTS

Beth Sanders, Assistant Professor of Social Science, effective August 30, 2010, at an annual salary of $49,418.

ROLL CALL: ALL AYES, NO NAYS

Mr. Evans summarized Res. 98A and moved and Mr. Seher seconded the following:

Whereas, under New Jersey community College Contract Law a contract for Insurance may be negotiated or awarded without public advertising for bids; and

Whereas, The Purchasing Office has determined and certified in writing that the value of the acquisition will exceed the Pay to Play requirements of $17,500, and

Whereas, the term of this contract is one year, and

Whereas, T. L. Groseclose Associates has submitted a proposal indicating they will provide Student Insurance per the attached schedule, and

Whereas, T.L. Groseclose Associates have completed and submitted a Business entity Disclosure Certification which certifies that T.L. Groseclose Associates has not made any reportable contributions to a political or candidate committee in Atlantic County or Cape May county in the previous one year, and
that the contract will prohibit T.L. Groseclose Associates from making any reportable contributions through the term of the contract.

Now therefore Be It Resolved that the Board of Trustees of Atlantic Cape Community College authorizes a contract with T.L. Groseclose Associates, as described herein, and

Be it Further Resolved that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

ROLL CALL: ALL AYES, NO NAYS

Mr. Evans summarized Res. #98B and moved and Mr. Seher seconded the following:

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR INSURANCE – MULTI PERIL/COMMERCIAL, DATA SECURITY LIABILITY, E & O, UMBRELLA, ENVIRONMENTAL AND EXCESS

WHEREAS, under New Jersey Community College Contract Law a Contract for Insurance may be negotiated or awarded without public advertising for bids, and

WHEREAS, the Purchasing Office has determined and certified in writing that the value of the acquisition will exceed the Pay to Play Requirements of $17,500, and

WHEREAS, the prices documented represent the contract for Fiscal Year 11 for all Insurance Coverages with extended commitment to Philadelphia Insurance for an additional year based on a three year rate guarantee agreement, and

WHEREAS, Borden Perlman has submitted a proposal to the NJ Community College Insurance Pool date June 7, 2010 indicating they will provide coverage at the following premiums (see attached):

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi Peril/Commercial</td>
<td>$157,656**</td>
</tr>
<tr>
<td>Data Security Liability</td>
<td>12,055</td>
</tr>
<tr>
<td>Umbrella</td>
<td>8,052</td>
</tr>
<tr>
<td>E &amp; O</td>
<td>46,957</td>
</tr>
<tr>
<td>Environmental</td>
<td>12,404</td>
</tr>
<tr>
<td>Excess</td>
<td>12,420</td>
</tr>
<tr>
<td>NJ Surcharges (included in above)</td>
<td>$249,544</td>
</tr>
</tbody>
</table>

**Philadelphia Indemnity Insurance Commitment for rate guarantee for 3 year commitment

and,

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

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes a contract with Borden Perlman as described herein, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

ROLL CALL: ALL AYES NO NAYS

Mr. Evans summarized Res. #98C and moved and Mr. Seher seconded the following
WHEREAS, the college has adopted a resolution dated June 23, 1987, agreeing to become a participant in the New Jersey Community College Insurance Pool, and

WHEREAS, the college agreed to participate as a member of the Pool and contribute such sums and pay such assessments into the Pool that are required for the administration costs and claims for Worker’s Compensation coverage (see attached), and

WHEREAS, said assessment for FY 2010-2011 is $186,049.00, and

WHEREAS, Pay to Play requirements do not apply to this contract.

THEREFORE BE IT RESOLVED that the college remit the assessment of $186,049.00 to the New Jersey Community college Insurance Pool for the New Jersey Community College Insurance Pool Worker’s Compensation Fund.

ROLL CALL: ALL AYES, NO NAYS

Mr. Evans summarized Res. #98D and moved and Mr. Seher seconded the following:

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
The DaVinci Group, LLC, Woodbury, NJ

WHEREAS, under New Jersey Community College Contract Law a Contract for Professional Services may be negotiated or awarded without public advertising for Bids; and

WHEREAS, the Purchasing Senior Manager has determined that the value of the acquisition will exceed $17,500; and

WHEREAS, The DaVinci Group has submitted a proposal for Services to include: Central Power Plant Redesign with two 450 ton Chillers on April 16, 2010 indicating they will provide the Service for the sum of $104,350.00 (see attached); and

WHEREAS, The DaVinci Group was awarded the contract for major renewal and replacement of equipment in the Central Power Plant in March 2008; and

WHEREAS, The DaVinci Group designed and bid the replacement of equipment in the Central Power Plant; and

WHEREAS; in design coordination meetings with the engineers for the STEM and Central Power plant projects it was determined that the better global solution for the cooling needs of both STEM and the campus was to omit the separate chiller in the STEM Building and engineer a second chiller for the central power plant; and

WHEREAS; The college administration has been satisfied with the engineering services of the The DaVinci Group and the work done to date, the knowledge and experience on the existing HVAC systems would allow them to move parallel with the STEM construction schedule; and

WHEREAS, The DaVinci Group, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that The DaVinci Group, LLC 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 The DaVinci Group from making any reportable contributions through the term of the contract.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes Terry Sampson, Executive Director of Administration and Business Services to enter into a contract with The DaVinci Group, LLC as described herein.
BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification will be placed on file with this resolution.

ROLL CALL: ALL AYES, NO NAYS

Mr. Evans read Res. #100 and moved Mr. Seher seconded the following:

WHEREAS, National Science Foundation (NSF) is soliciting applications to its Informal Science Education (ISE) grant fund, and

WHEREAS, the ISE Pathways Preliminary Proposal: Increasing Public Awareness and Community College Based Educational Opportunities for Alternative Energy Technologies at the Cape May County Park and Zoo provides grants to organizations innovative in anywhere, anytime, lifelong learning, through investments in capacity-building for STEM learning outside formal school settings (see attached), and

WHEREAS, the amount of the proposed grant is a maximum of $250,000 for up to a two-year term (Fall, 2010 – Summer, 2012).

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to join with Cape May County (lead agency) to apply for the NSF Informal Science Education Pathways Preliminary Proposal: Increasing Public Awareness and Community College Based Educational Opportunities for Alternative Energy Technologies at the Cape May County Park and Zoo grant fund for a maximum of $250,000 up to a two-year term.

ROLL CALL: ALL AYES, NO NAYS

Chairperson Talvacchia said there will be a change in the President Evaluation Committee.

Dr. Dworsky the committee chair will be temporarily removed for personal reasons. He asked Mr. Reynolds to serve as the committee chair noting that Mr. Reynolds has previously served on the President Evaluation Committee. He said the self-evaluation by Dr. Mora has been mailed out. They are to be returned anonymously. Chairperson Talvacchia encouraged the Board to return the evaluation. They will be collected and tabulated by Counselor Greco and reported to the committee chair. A recommendation will be made to the Board at the September meeting if not sooner. Formal action will be taken in September. Chairperson Talvacchia wished Mr. Reynolds good luck.

Mr. Reynolds said, "Thank you very much for the confidence you have in me with this appointment."

XI. COMMITTEE REPORTS: DISCUSSION/QUESTIONS

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

XII. OTHER BUSINESS

Mr. Reynolds gave a follow-up to the May report on the Atlantic City Job Fair at the Worthington Atlantic City Campus. "The Borgata Hotel Casino and Spa hired 177 Atlantic City residents in full-time, part-time and seasonal positions," said Mr. Reynolds.
Chairperson Talvacchia acknowledged the thank you cards received from the family of Professor Joseph T. McGrillis, Jr. and the family of Mr. Edward J. Roesch (father of Mr. Tom Roesch) for the dish gardens the college sent in sympathy.

XIII. COMMENTS FROM THE PUBLIC
None.

XIV. ADJOURNMENT
On motion of Mr. Lefke and second by Mr. Crowley the regular session was adjourned at 9:25 p.m. in the Board Room, on the main campus at 5100 Black Horse Pike, Mays Landing, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
Atlantic Cape Board Secretary

Attachments: ACCC Foundation Board Report, June & July 2010
Academic and Student Affairs, Committee Minutes, June 18 & July 21, 2010
Budget, Finance and Audit Committee Minutes, DATE, June 16 & July 20, 2010
Long-Range Planning and Capital Projects Committee Minutes, June 14 & July 19, 2010
Personnel and Board Development Committee Minutes, June 16 & July 21, 2010