I. CALL TO ORDER REGULAR SESSION

On Tuesday, August 24, 2010, at 7:00 p.m. Acting Chairperson David Evans, 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 August 12, 2010.

III. FLAG SALUTE

Acting Chairperson Evans 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>✓ Robert J. Boyer</td>
<td>Dr. Peter Mora</td>
</tr>
<tr>
<td>✓ Terrence J. Crowley</td>
<td>Kathy Corbalis</td>
</tr>
<tr>
<td>✓ Thomas J. Dowd</td>
<td>Sean Fischer</td>
</tr>
<tr>
<td>✓ Dr. Elizabeth A. Dworsky</td>
<td>Dr. Patricia Gentile</td>
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<tr>
<td>✓ David A. Evans</td>
<td>Douglas Hedges</td>
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<tr>
<td>✓ Martha L. Madroñero</td>
<td>Dr. Richard Perniciaro</td>
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<tr>
<td>✓ Andrew W. Melchiore</td>
<td>Bobby Royal</td>
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<tr>
<td>✓ Donald J. Parker</td>
<td>Carmen Royal</td>
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<tr>
<td>✓ Eric Reynolds</td>
<td>Cathie Skinner, CPA</td>
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<tr>
<td>✓ Chris C. Seher</td>
<td>Dr. Art Wexler</td>
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<tr>
<td>✓ Maria Ivette Torres</td>
<td>BettyAnn Inloes Hines</td>
</tr>
<tr>
<td>✓ Helen W. Walsh</td>
<td>Louis J. Greco, Esquire</td>
</tr>
</tbody>
</table>

Others in Attendance

Jane Lugo, Atlantic Co. Treasurer & CFO
Diane D’Amico, The Press of Atlantic City
Alan Schmoll, Esquire
Jim Usilton, Atlantic Cape Employee
Brittany Williams-Goldstein
Catherine Adair, Follett HE Group
Joanne Smith, Follett HE Group

V. CALL TO ORDER EXECUTIVE SESSION

Acting Chairperson Evans said there would be an executive session.

Dr. Mora asked that the executive session be held after the first part of the President’s Report on the Textbook Rental Program.
Mr. Boyer moved and Mr. Crowley seconded that the executive session begin after the President's Report on the Textbook Rental Program.

ROLL CALL: ALL AYES, NO NAYS

Secretary's Note: At the September 28, 2010, Board meeting, Mr. Boyer moved and Mr. Reynolds seconded the amending of the August 24, 2010, regular session minutes, by doing a roll call vote for the executive session. It is noted above

VI. PRESIDENT’S REPORT

Dr. Mora asked Dean Skinner to give background information on the Rent-A-Text Program being offered at the college (Information also shown on PowerPoint).

Dean Skinner spoke as follows:

The college has been partnering with Follett Higher Education Group for over 25 years to provide textbooks to our students. Over the past five years we have improved service to our students by opening up bookstores at both the Camp May and Atlantic City campuses. While service has always been an important part of our relationship with Follett, making textbooks more affordable has been one of the main goals of our Bookstore Advisory Council over the last several years. To that end with Follett we have:

- reduced the mark-up on books from 30% to 25% in our stores,
- increased used textbook sales from 14% of total sales to 32% of total sales for our store.

When we heard about a pilot program offered by Follett for Rent-a-Text, we immediately contacted Follett to be included in the next wave of institutions to offer this to our students. The program went into effect this month. I would like to introduce you to Ms. Catherine Adair, our location manager for Follett, who will provide you with some details on the program and how it will work for Atlantic Cape.

Ms. Adair stated that the Rent-A-Text program has been going well since it started this summer and will continue during the fall semester. "So far, 900 books have been rented. We have made it convenient to Rent-A-Text. They can also register online which takes about 1-3 minutes," said Ms. Adair.

The "Buy, Sell, Rent, New ways to save at the bookstore" packet (handed out) contained detailed and helpful information on Atlantic Cape Bookstore’s new program. With Rent-A-Text, students can save 50% or more on the nation’s most popular textbooks. Twenty percent of the current textbook adoptions are available as book rentals. The number of titles available in the rental program can grow if faculty agree to use the same textbook for four semesters.

Acting Chairperson Evans thanked Ms. Adair for her presentation.

At 7:12 p.m. Acting Chairperson Evans called for an executive session.
Secretary's Note: The public and college staff left the meeting except for Alan Schmoll, Esq., Associate Dean Williams-Goldstein and Counsel Greco. At 7:55 p.m. the regular session reconvened.

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

Acting Chairperson Evans asked if there were any comments from the public on the agenda items.

VIII. BUDGET REPORT

Acting Chairperson Evans asked Dean Skinner to give the FY11 Board Summary Report for the month ended July 31, 2010, Res. #10, and Board Summary Report for the year June 30, 2010, (draft) as of August 12, 2010, Res. #10A.

Dean Skinner said the preliminary Fiscal Year 2010-2011 year-to-date data summarized in the Board Summary Report for the month ended July 31, 2010, indicates a margin of $1,356,006. The college has earned 8.34% of budgeted revenues and expended 5.16% of budgeted expenses.

Based on three year moving average of prior year actuals and Fiscal Year 2010-2011 current year-to-date actuals, management projects the college will attain the budgeted Fiscal 2010-2011 margin.

Mr. Boyer moved and Ms. Walsh seconded acceptance of the FY11 Board Summary Report for the month ended July 31, 2010, Res. #10.

Acting Chairperson Evans asked if there were any questions

ROLL CALL: ALL AYES, NO NAYS

Dean Skinner stated that for the year June 30, 2010 (draft) management projects revenue in excess of expenditures estimated at $2.3 million before fund balance transfers. The adjustments still in process include state pension liability, state unemployment insurance liability and other year-end closing items.

"During the fiscal year, any major adjustments that might have to be made could reduce the positive margin to the $2 million area," said Dean Skinner.

Mr. Boyer moved and Mr. Seher seconded acceptance of the FY 10 Board Summary Report for the year ended June 30, 2010, draft as of August 12, 2010, Res. #10A.

Acting Chairperson Evans asked if there were any questions.

ROLL CALL: ALL AYES, NO NAYS
Secretary's Note: The Annual Budget Message (final bound copy) was distributed to the Board. It contained Trustee Walsh’s request made at the July 27, 2010, Board meeting, for the addition of "Strategic Goals FY2005 – FY2009 (revised to through FY2011)."

IX. RESOLUTIONS

Secretary's Note: The acceptance of Res. #10, Financial Statements for July 31, 2010, and, Res. #10A, June 30, 2010 draft as of August 12, 2010, were proposed under agenda item VIII. BUDGET REPORT.

A. Regular Resolutions

Acting Chairperson Evans had Dean Skinner present Res. #11 and Dean Perniciaro present Res. #14.

Dean Skinner explained Res. #11, approve the continuation of banking services with TD Bank.

The Board asked several questions concerning the four to six month timeline for the Request for Proposal process.

Dean Skinner stated that because of our new financial system and other issues we should at least look and see what services other banks can provide. She also noted the timeline might be less.

Mr. Melchiorre moved and Dr. Dworsky seconded the following:

WHEREAS, the college awarded a contract for banking services on December 11, 2007, to Commerce Bank (TD Bank) based on competitive proposals, and

WHEREAS, the contract provided the best fit to the college’s specifications for banking service with the best pricing, and

WHEREAS, TD Bank has informed the college that their existing public fund model has not functioned efficiently due to the prolonged low-interest rate environment and they are structuring a new model which is not as cost effective for the college, and

WHEREAS, the college is developing a Request for Proposals for Banking Services, and

WHEREAS, the timeline for the Request for Proposal process is approximately four to six months.

THEREFORE BE IT RESOLVED that the Board approve the continuation of banking services with TD Bank until such time as the college can make a recommendation based on the results of the Request for Proposal.

ROLL CALL: AYES, NO NAYS, ABSTENTIONS (Messrs. Boyer and Seher)

Acting Chairperson Evans said Res. #12A would be moved from the consent resolutions listing to the regular resolutions listing and would be read by Mr. Parker.

Mr. Parker read and moved and Mr. Melchiorre seconded the following:

WHEREAS, Brittany Williams-Goldstein has served the college since November 2001 in various positions including Admissions Intake Specialist; ESL Instructor; Spanish Instructor; Administrative Assistant to the President; Executive Assistant to the President and Director for Board of Trustees Services and, most recently, as Associate Dean of Human Resources, President & Board of Trustees Services, and
WHEREAS, Brittany has served on the President’s Senior Staff and the Personnel and Board Development Committee which she has done with sincere commitment and integrity, and

WHEREAS, Brittany has attended and helped to organize countless college events both internal and external especially the Annual Board Retreat and commencement and has supported fellow co-workers and students while performing her professional duties,

WHEREAS, Brittany has pursued her educational endeavors and recently obtained a Master of Science degree in Education at the University of Pennsylvania.

THEREFORE BE IT RESOLVED, that the Board of Trustees of Atlantic Cape Community College recognize Brittany Williams-Goldstein's outstanding professional and personal achievements and consider her an asset to the college and community and wish her a continued successful career in higher education.

ROLL CALL: ALL AYES, NO NAYS

The Board congratulated Ms. Williams-Goldstein on her accomplishments.

Mr. Parker commented with a smile that he did not necessarily agree with all of the descriptive wording. "On behalf of the college, I thank Ms. Williams-Goldstein for her services to the college," said Mr. Parker.

Ms. Williams-Goldstein said, "I thank the Board and college community for the faith you had in me." She said her new role would be complex but challenging. She also had mixed emotions of leaving behind her family and community who meant the world to her.

The Board applauded.

Secretary's Note: A picture was taken of Ms. Williams-Goldstein, Acting Chairperson Evans, Mr. Parker and Dr. Mora.

Dean Perniciaro read Res #14 and Ms. Walsh moved and Mr. Crowley seconded the following:

WHEREAS, the college issued a request for proposals for a Power Purchase Agreement for the design, acquisition, installation, tax ownership, commissioning, operation and maintenance of solar energy systems to be located at the Mays Landing and Cape May County Campuses, and

WHEREAS, the goal of the college is to implement a solar energy system that is both environmentally responsible and economically beneficial, and

WHEREAS, the college received proposals from six (6) solar energy developers and college’s consultant (Gabel Associates) recommended that the college award a Power Purchase Agreement to Pepco Energy Services because they provided the greatest economic benefit over the term of the agreement, provided a Power Purchase Agreement the terms of which protect the interest of the college and the project met or exceeded the technical requirements of the request for proposal (see attached) and

WHEREAS, the Board of Trustees approved the college to enter into a Power Purchase Agreement with Pepco at the January 26, 2010, and

WHEREAS, the term and the conditions of the 20 year Lease and Power Purchase Agreement have been negotiated and an Assessment of Risks, Protections and Benefits was reviewed with the Board, and
WHEREAS, Solar Power Partners, Inc, a subsidiary of Pepco Holding Company, is providing the financing for the project.

NOW THEREFORE BE IT RESOLVED that the Board approve the Solar Site Lease Agreement and the Power Purchase Agreement with Solar Power Partners, Inc and PEPCO as outlined in the attached documents.

ROLL CALL: ALL AYES, NO NAYS

Dean Perniciaro stated that there will be an actual signing of the Power Purchase Agreement soon with the parties involved. The one aspect still unfinished is the interconnection study being conducted by Atlantic City Electric. This study will recommend any improvements required by the project to be made to the electric lines that service the campus. These costs will be negotiated between the College and PEPCO. "This is the only thing left to consider. However, this agreement is not binding if those costs are too high," said Dean Perniciaro.

B. Consent Resolutions

Acting Chairperson Evans asked Secretary Hines to read the consent resolutions.

Secretary Hines read the items remaining under the consent resolutions as: Res. #9, Res. #9A, Motion to Revise – Res. #95, For Endorsement (Cultivation and Solicitation Plan), Res. #12 (removed from consent see remarks below), For Review (Policies), Res. #13, Res. #13A, Res. #15, Res. #16, Res. #17, Res. #18, and Res. #19.

Acting Chairperson Evans said that Res. #12 would be removed from the consent resolutions and placed under the regular resolutions; and if there are no other objections, the remaining consent resolutions and other items will be adopted.

Mr. Seher asked about the award process for Res. #13A, Non-Bid Award: Resolution Authorizing the Award of a Contract for Program Software for the Nursing Assessment Program.

Dean Skinner said it was based on vendors who are able to supply the software. She does not know whether it is a sole source or if other vendors were contacted. In the absence of Ms. Terry Sampson, she would get back with an answer for the Board.

Secretary’s Note: The backup information was provided to Trustee Seher and the other Board members and is attached to Res. #13A in the Board book.

Dr. Dworsky moved and Mr. Melchiorre seconded the following:

Res. #9

The July 27, 2010, regular session minutes. The executive session minutes are being held at the Board's request.
WHEREAS the Board of Trustees meeting for June 22, 2010, was not held due to the lack of a quorum and the resolutions for that month were carried over to the Board of Trustees meeting on July 27, 2010, and

WHEREAS, the resolution numbering continued consecutively from June 22, 2010, to July 27, 2010. However, June 2010 was the end of the 2010 fiscal year and July 2010 was the beginning of the 2011 fiscal year. The resolutions for July should have started with the number one for the new fiscal year.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape approve the augmentation of the resolutions adopted on July 27, 2010, for fiscal year 2011 sequential numbering.

MOTION TO REVISE – RES. #95

Minutes (5/25/10) Regular, Res. 82A & 82B (only body of resolutions need to be added)

FOR ENDORSEMENT

Atlantic Cape Board of Trustees Cultivation and Solicitation Plan
(Revised 8/17/10)

Completed to Date to Build Awareness of the Capital & Scholarship Campaign with the Board of Trustees:

In October 2009, the Atlantic Cape Foundation Board and College Board of Trustees held a joint social event. Charlie Pessagno, Foundation President, informally discussed the Capital & Scholarship Campaign noting that the members of Board of Trustees are part of the Atlantic Cape “Family or Inner Circle” and that they will be asked to make a financial commitment to the Campaign.

At the February 2010 Board of Trustees Meeting, Charlie Pessagno, Foundation President, made a formal PowerPoint presentation about the Capital & Scholarship Campaign including the Campaign timeline, purpose, initiatives, leadership, and inclusion of the Board of Trustees in making a financial commitment to the Campaign.

In June 2010 Maria Kellett, Director of Major Gifts, was asked by the Campaign Cabinet to send a letter to each Trustee informing them that 100% of the Foundation Board members had made their commitments to the Capital & Scholarship Campaign and letting them know of an upcoming process to provide an opportunity for the Trustees to join the Campaign.

Fall 2010 Cultivation and Solicitation Plan:

Goal: Cultivate Board of Trustee members and secure 100% participation in the Capital & Scholarship Campaign.

In September or October 2010 an informal social event for the Trustees will be held at the home of Trustee Don Parker. At the event, a presentation will be made to provide an update on the Campaign’s progress, the rationale and goals of the Campaign - including the need for 100% participation in personal gifts from the Board of Trustees, a Gift Chart for guidance in personal decision making, and one or more Atlantic Cape student(s)/graduate(s) who received a scholarship to describe the personal impact of those gifts. A question and answer period will provide Trustees an opportunity to address queries.

Solicitation Teams of campaign volunteers will be organized to prepare for and solicit each Trustee. The Director of Major Gifts will support the teams’ work with research, preparation of an appropriate ask, solicitation materials, scheduling solicitation meetings at the convenience of the Trustee and Team members, and all follow up activities.
At the solicitation meeting, the Team will ask the Trustee for a personal gift in support of the Campaign as well as complete any follow up calls to secure the pledge commitments.

Upon conclusion of the Board of Trustees cultivation and solicitation process, there will be a celebration event.

**FOR REVIEW (POLICIES)**

**Policy No. 103**  
**Area: Academics, Human Resources**  
**Adopted: 04/23/96**  
**Revisions Approved:**  
**Description: Outside Employment**

Professional employees may consult or work outside the College as long as such employment does not interfere with their full-time College duties.

The College administration shall be kept informed of any such activity, and it may establish reasonable requirements for avoiding conflicts of interest, and interference with scheduled duties.

The College shall also be assured that private, part-time activities are not conducted during the regular work day or under the institution's name.

*See Human Resources for an Outside Employment Form.*

**Policy No. 834**  
**Area: Human Resources**

**Adopted: 04/23/96**  
**Revisions Approved:**  
**Description: Outside Employment**  
**See Also:**

- Board of Trustees Policy No. 2  
- Academics Policy No. 103  
- Human Resources Policy No. 803

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**Policy No. 107**  
**Area: Academics-Human Resources**

**Adopted: 07/25/06**  
**Revisions Approved:**

**Adjuncts:**  
**Credit Courses at ACCC-Adjunct Tuition Waivers**

Adjuncts can enroll for a credit course, free of charge, during any semester they are teaching.

They can register on a space-available basis, on the final day of the registration period.
There will be no tuition cost, but any special fee connected with the course must be paid by the adjunct (i.e. lab fee for computer class; material fee for art; texts).

Senior Adjunct Instructors not teaching in the summer may enroll in one summer credit course, tuition free, provided they have committed to teaching a credit course in the upcoming fall semester.

In all situations, if a grade of “C” or better is not earned in the course, the adjunct shall be responsible to reimburse the college for the full expense of the waived tuition.

Policy No. 208
Area: Student Affairs Development

Student Personal Conduct

The College embraces the twin principles of individual responsibility on the part of students and due process on the part of the college administration: Students will be publicly informed of the standards of conduct expected of them. A judicial system will be established for the fair handling of disciplinary matters, incorporating an appeals process.

STUDENT CODE OF CONDUCT: On admission to Atlantic Cape ACCC, each student accepts a commitment is expected to act in a responsible manner which conforms with generally accepted standards of adult behavior. Students are expected to familiarize themselves with the college's code of conduct.

It is expected that all students will show courtesy and respect for each other and for administrative officers, faculty and employees. Students must understand and accept the necessity for various College regulations and they must comply with directives of those authorized to enforce regulations.

Students are expected to respect the property of the College and that of others. Damage to or destruction of such property will be considered a matter for disciplinary action.

All students are expected to present an appearance that is neat, clean and in good taste. Students also are expected to recognize the importance of their personal appearance. Proper dress on campus, therefore, is expected. Some College programs reserve the right to require specific dress/uniform standards.

Indiscriminate, obscene language shows lack of respect for self and others. Students should show courtesy and respect for themselves and others by refraining from this practice.

Any threat or hindrance to the instructional process or the daily life of the campus should be rejected is prohibited and resisted by all members of the College community. will be enforced by those authorized to do so.

Possession, use or distribution of alcoholic beverages on the College premises is prohibited regardless of age. This includes all student College sponsored on or off-campus events, housing (apartments, townhouses and/or condominiums).

Students who violate these restrictions shall be subject to appropriate disciplinary action up to and including dismissal and criminal prosecution.

Possession or use of illegal drugs or narcotics on campus or at any College sponsored function is prohibited.
Admission to Atlantic Cape Community College is available to all applicants who are 18 years of age and older and whose high school class has graduated. Applicants who have graduated from an accredited secondary or preparatory school, or those with a State equivalency certificate (GED) are accepted to Atlantic Cape ACCC. Applicants must complete an application for admission and pay the non-refundable application fee. Applicants under 18 years of age, not currently enrolled in high school, and not having a high school diploma or GED, do not qualify for admission to a community college.

Applicants who do not meet these criteria may be admitted through Special Admission Programs, including High School/Approved Home Schooling Programs and Project Second Chance. SAGES admission (Senior Adult Gaining Education & Stimulation) is available to Atlantic and Cape May County residents aged 60 years or older.

Atlantic Cape offers the opportunity for selected high school students, who have completed at least their first year of high school, to attend credit courses on a part-time basis. Applicants must test at college level to be able to enroll and may only attend part-time as an undeclared major. High School students may apply for admission through concurrent enrollment, dual credit or articulation agreements with permission of their high school.

College acceptance does not necessarily mean that students can enroll in any course or program offered. In addition to general admission requirements, Allied Health and Culinary Arts some majors have specific program admission criteria, prerequisite courses, and fees, which must be satisfied before students are considered for program entry.

Students seeking a degree or registering for courses requiring English or Mathematics prerequisites must take the New Jersey College Basic Skills Placement Test (NJBSPT). Part-time or non-degree seeking students who complete eleven credits must take the NJBSPT before registering for additional courses. All students are required to take the Placement Test prior to registering for a mathematics, English or other course requiring a demonstrated level of ability. Students seeking to complete one course for professional development purposes only, may request a waiver of the Test from the Director of Admissions and College Recruitment or the Director of the Career and Academic Planning Center. Requests for additional information concerning admission should be directed to the Admissions Office. Applications should be received by July 1 for entry in the Fall semester, November 1, for the Spring.

Atlantic Cape charges all applicants a one-time non-refundable application fee. Students who provide documented evidence of financial hardship may provide a written request for a deferment of that fee. By requesting a deferment, it is assumed that the student intends to enroll in classes and that the payment of the fee would create a barrier to enrollment. Students who request a fee deferment and do not enroll in classes in the academic year (fall or spring) immediately following their application for admission will be required to pay the fee.

Atlantic Cape ACCC does not discriminate in admission or access to its programs and activities on the basis of race/color, national origin, religion/creed, disability, age, marital status, sex, sexual orientation or veteran's status.
**Policy No. 215**  
**Area: Student Affairs Development**  

**Description:** Zero Tolerance Policy — Threatening and Violent Behavior Policy

Atlantic Cape Community College is a place where students, staff and guests expect safety and security while pursuing academic excellence and college activities.

Accordingly, any Atlantic Cape ACCC student who verbally or physically threatens the safety of other students, staff, faculty or campus guests will be immediately suspended from the College pending a disciplinary hearing.

The outcome of that hearing may result in penalties including but not limited to additional suspensions or dismissal from the College depending on the circumstances of the offense.

Students who are suspended or dismissed from the College are banned from all Atlantic Cape ACCC campuses, learning sites, and college-sponsored events during the period of their suspension or dismissal.

Students who violate this ban will be charged with trespassing under New Jersey criminal codes.

**Policy No. 216**

**Area: Student Affairs Development**  
Cyber Harassment

Atlantic Cape ACCC requires a College community free from threats, intimidation, stalking, harassment and other harassing behaviors. These behaviors may include, but are not limited to, the following:

- Repeated, unwanted/unsolicited contact that includes face-to-face contact, telephone calls, voice messages, text messages, electronic video and/or photography, electronic mail, instant messages, written letters, unwanted gifts;
- Verbal or written abuse, threats, harassment, coercion, or any other conduct that places another individual in reasonable fear of his/her safety through words or actions directed at that person, or substantially interferes with the working, educational or personal environment of the individual;
- Persistent offensive, threatening communication through the Internet via email, chat rooms and other electronic devices.

Students who are found responsible for Cyber Harassment will be in direct violation of the Student Code of Conduct Policy.

**Contributing Sources:** Grand Rapids Community College Student Code of Conduct, Retrieved 11/29/08; Howard Community College Stalking and Harassment Policy, Retrieved 11/4/08

**Res. #13**

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

<table>
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<tr>
<th>Bid Ex.</th>
<th>Description</th>
<th>Cost</th>
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<tbody>
<tr>
<td>589</td>
<td>Hardware and Software Maintenance, (FY'11 Information Technology Operational) T3 Technologies Tampa, FL</td>
<td>$28,600.00</td>
</tr>
<tr>
<td>590</td>
<td>State Contract – Apple Computers, (Perkins Grant Fund) Pending grant approval Apple Computer Atlanta, GA</td>
<td>$59,049.65</td>
</tr>
</tbody>
</table>
Bid Ex. 591  Software Upgrades, (Perkins Grant Fund)  $23,260.00
Pending grant approval
Centurion Technologies
Fenton, MO

Bid Ex. 592  Adult Education Basic Skills Grant – FY’11  $373,149.00
Pleasantville Public Schools  $83,322.00
Pleasantville, NJ
Literacy Vol. Assoc. Cape-Atlantic  $73,426.00
Pleasantville, NJ
Cape May Co. Technical School  $186,345.00
Cape May Court House, NJ
Atlantic Co. Justice Facility  $30,056.00
Atlantic City, NJ

Bid Ex. 593  Software License, (Perkins Grant Fund)  $84,000.00
Pending grant approval
Adacel Systems
Orlando, FL

OQ82  Engineering Services, Utilities Study, (FY’11 Plant Fund)  $34,620.00
Pending review by Director of Facilities
Adams, Rehmann & Heggan Associates
Hammonton, NJ

OQ83  Armored Car Services, (FY’11 Bursar’s Office Operational)  $20,328.00
Eastern Armored Services
Trenton, NJ

Res. #13A

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
Assessment Technology Institute
Overland Park, KS

WHEREAS, under New Jersey County College Contract Law a Contract for Software License/Online Nursing Program 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 (see attached), and,

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

WHEREAS, the program offers individualized remediation for all students throughout their entire education in the nursing program and it is also used as the exit exam, and

WHEREAS, Assessment Technology Institute has indicated that they will provide the Nursing Assessment Program Software for the sum of $105.50 per freshman nursing student and $148.00 per senior nursing student per semester, and

WHEREAS, Assessment Technology Institute has completed and submitted a Business Entity Disclosure Certification which certifies that Assessment Technology Institute 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 Assessment Technology Services from making any reportable contributions through the term of the contract.

THEREFORE, BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College authorizes a contract with Assessment Technology Institute as described herein.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
Note: anticipated fee is based on number of students enrolled (exact count not available for Spring 2011):

<table>
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<tr>
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<th>Fall 2010</th>
<th>Spring 2011</th>
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<tr>
<td>Senior students</td>
<td>75 x 105.50 = 7,912.50</td>
<td>80 x 105.50 = 8,440.00</td>
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<tr>
<td>Freshman students</td>
<td>88 x 148.00 = 3,024.00</td>
<td>80 x 148.00 = 11,840.00</td>
</tr>
<tr>
<td>Total</td>
<td>$10,936.50</td>
<td>$19,280.00</td>
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<td>$41,216.50</td>
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Res. #15

WHEREAS, Penn State’s Northern Mid-Atlantic Solar Education and Resource Center (NMASERC) is soliciting information to select community college partners for the NMASERC, and

WHEREAS, partnership status will be competitively awarded to provide training and resources to instructors or faculty of participating community and technical colleges in order to develop master trainers who will then be capable of providing high-quality training in the installation of solar technologies to students (see attached), and

WHEREAS, the NMASERC partnership will provide free training to Atlantic Cape instructors/faculty and seed funding for equipment estimated to be in the range of $5,000 over the anticipated term of October 1, 2010 through September 30, 2011.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to Northern Mid-Atlantic Solar Education and Resource Center (NMASERC) as a partner receiving training and resources with anticipated seed funding of $5,000 over the term of October 1, 2010 through September 30, 2011.

Res. #16

WHEREAS, the New Jersey Department of Labor and Workforce Development is soliciting applications for its Competitive Customized Training Grants, and

WHEREAS, Competitive Customized Training Grants provide competitive funding for customized skills training for employees located in New Jersey (see attached), and

WHEREAS, the Competitive Customized Training Grants program will provide Atlantic Cape with customized training contracts totaling $242,400 ($124,650 from Trump Entertainment contract and $117,750 from Harrah’s-Borgata-Tropicana contract) over the anticipated term of September 1, 2010 through September 1, 2011.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit two applications to the New Jersey Department of Labor and Workforce Development for Competitive Customized Training Grants, with anticipated contracts totaling $242,400, over the term of September 1, 2010 – September 1, 2011.

Res. #17

WHEREAS, the New Jersey Department of Labor and Workforce Development is soliciting applications for its Competitive Customized Training Grants, and

WHEREAS, Competitive Customized Training Grants provide competitive funding for customized skills training for employees located in New Jersey (see attached), and

WHEREAS, the Competitive Customized Training Grants program will provide Atlantic Cape with a customized training contract in the range of $94,000 from AtlantiCare over the anticipated term of September 1, 2010 through September 1, 2011.
THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the New Jersey Department of Labor and Workforce Development for Competitive Customized Training Grants with an anticipated AtlantiCare contract totaling approximately $94,000 over the term of September 1, 2010 – September 1, 2011.

Res. #18

WHEREAS, the Atlantic County Office of Cultural & Heritage Affairs is soliciting proposals for the Atlantic County Local History Grant Program, and

WHEREAS, this competitive grant will be awarded to increase public understanding and awareness of historical resources (see attached), and

WHEREAS, the projected grant contract will total approximately $1,200 over the term of Oct. 1, 2010 through June 30, 2011.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit a proposal to the Atlantic County Office of Cultural & Heritage Affairs for the Atlantic County Local History Grant Program, with anticipated grant of $1,200 over the term of Oct. 1, 2010 through June 30, 2011.

Res. #19

RESOLVED: At a public meeting of the Board of Trustees to be held on September 28, 2010, that pursuant to Section 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, ABSTENTIONS (Crowley on Res. #13 and Reynolds on Res. #16)

Mr. Parker read, explained per the Personnel and Board Development Committee, Res. #12, and Mr. Reynolds seconded the following:

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

Appointments

Jennie C. Ayres, Events Specialist, Business Services, at an annual salary of $33,485, effective September 1, 2010.


Karl Giulian, Assistant Professor of Business Studies, at an annual salary of $49,418, effective August 30, 2010.

Jolie Hamilton-Master, Assistant Professor of Biology, at an annual salary of $49,418, effective August 30, 2010.

Harry Whitelam, Supervisor, Purchasing Storeroom Operations, Business Services, at an annual salary of $57,282, effective October 1, 2010.
Promotions

Sean Fischer, from Program Specialist, Resource Development at an annual salary of $35,412 to Executive Assistant to the President/Director of Board of Trustees Services, President’s Office, at an annual salary of $57,282 retroactive to August 16, 2010.

Doris Keener, from Senior Manager, Purchasing at an annual salary of $51,820 to Director of Business Services, at an annual salary of $61,865 effective September 1, 2010.

Resignations

Irvin Cruz, Housekeeper, Facilities Management, effective August 20, 2010.

Katherine Laird, Program Coordinator, Instructional Technology, effective August 26, 2010.

Michael Matulewicz, Office Coordinator, Academic Support Services, effective August 31, 2010.

ROLL CALL: AYES, NAYS (Mr. Seher, Ms. Walsh)

X. PRESIDENT’S REPORT: Dr. Mora continued his report with the following items—Crest Savings Bank donation, Camden County Transformation Initiative and Board Activity Calendar—with comments by the senior staff and information and pictures displayed on PowerPoint.

Dr. Gentile spoke about the recent Capital & Scholarship Campaign gift of $5,000 to the Atlantic Cape Foundation from Crest Savings Bank. The donation is half of a $10,000 pledge for the college’s Scholarship & Capital Campaign which will support Atlantic Cape’s scholarship endowment and equipment and furnishings for the new Science, Technology, Engineering and Math building on the Mays Landing campus.

Dean Perniciaro spoke about the Camden County Transformation Initiative, a program that aims to save taxpayers' dollars by identifying shared services and personnel, a program which Atlantic County hopes to emulate. "We are looking at a compendium of shared services," said Dean Perniciaro.

Ms. Williams-Goldstein and Mr. Fischer gave information about the Board Activity Calendar.

- August 26: Faculty In Services Day featuring Dr. Larry Nespoli, NJCCC, “The Big Idea”
- August 27: Atlantic Cape Men's Soccer vs. Salem
- September 9: Atlantic Cape Men's Soccer vs. Raritan Valley
- September 13: Atlantic Cape Foundation hosts Contractor's Event at ML County Club
- September 22: Atlantic Cape Volleyball vs. Bergen CC
- September date TBA: Science/Technology/Engineering/Math Building Groundbreaking
- October 13: CMCC Fire-Year Anniversary Community Day
- October 15: Atlantic Cape Foundation Scramble 'Fore' Scholarships
- October 19-23: ACCT Annual Leadership Congress, "Community Colleges are Indispensable to Reinvigorating the Economy", Ontario, Canada
- February 7/March 12, 2011: ACCT New Trustee One-Day Academy in Washington, DC
- March 4-6, 2011: ACCT Governance Leadership Institute 2011 in Tempe, AZ

Dr. Mora asked if there were any questions and thanked Ms. Williams-Goldstein and Mr. Fischer.
XI. COMMITTEE REPORTS: DISCUSSION/QUESTIONS

Ms. Torres brought to the Board's attention a revision to the Academic & Student Affairs Committee minutes of August 18, 2010. "Since the Tuition Waiver Program for COMPACT Program resolution was removed, the resolution number on the committee minutes should be removed," said Ms. Torres.

Secretary's Note: The Academic & Student Affairs Committee minutes for 8/18/10 were revised.

XII. OTHER BUSINESS

Mr. Parker noted that the Board's endorsement of the Atlantic Cape Board of Trustees Cultivation and Solicitation Plan was 100%. He said the foundation plans to meet independently with each Board member.

An e-mail from Ms. Glenda Stogel thanking the Board for the floral basket she received in sympathy was read by Acting Chairperson Evans.

Acting Chairperson Evans said, "Ms. Williams-Goldstein will be missed dearly. The resolution for Ms. Williams-Goldstein was read from the heart by Mr. Parker. Thank you so much for your help and personal assistance."

XIII. COMMENTS FROM THE PUBLIC

None.

XIV. ADJOURNMENT

On motion of Mr. Melchiorre and second by Mr. Boyer the regular session was adjourned at 8:35 p.m., in the Board Room, J-202, on the main campus, 5100 Black Horse Pike, Mays Landing, NJ.

Respectfully submitted,

BettyAnn Inloes Hines
Atlantic Cape Board Secretary

Attachments: Academic and Student Affairs Committee Minutes, August 18, 2010 Revised
Atlantic Cape Foundation Board Report, August 2010
Budget, Finance and Audit Committee Minutes, August 17, 2010
Long-Range Planning and Capital Projects Committee Minutes, August 16, 2010
Personnel and Board Development Committee Minutes, August 18, 2010