I. CALL TO ORDER REGULAR SESSION

On Tuesday, September 27, 2011, 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 September 16, 2011.

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>
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<tr>
<td>√ Robert J. Boyer</td>
<td>Dr. Peter Mora</td>
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<tr>
<td>√ David A. Evans</td>
<td>Kathy Corbalis</td>
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<td>√ Brian G. Lefke</td>
<td>Sean Fischer</td>
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<td>√ Andrew W. Melchiorre</td>
<td>Dr. Patricia Gentile</td>
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<td>√ Maria K. Mento</td>
<td>Dr. Richard Perniciaro</td>
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<td>√ Nicholas F. Talvacchia, Esquire</td>
<td>Bobby Royal</td>
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<td>√ Maria Ivette Torres</td>
<td>Carmen Royal</td>
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<td>√ Helen W. Walsh</td>
<td>Terry Sampson</td>
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<td>Cathie Skinner, CPA</td>
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<td>Others: in Attendance</td>
<td>Dr. Art Wexler</td>
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<td>BettyAnn Inloes Hines</td>
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<td>Louis J. Greco, Esquire</td>
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<td>Cindy DeFalco</td>
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<td>Mark Streckenbein</td>
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Others: in Attendance
Ray Caprio, Rutgers
Diane D’Amico, The Press of Atlantic City
Barbara Florala, Rutgers
Jane Lugo, Atlantic Co. Treasurer/CFO
Cal Maradonna, Rutgers
Ed Perkins, Atlantic Cape Employee
Michele Perkins, Atlantic Cape Employee
Alan Schmoll, Esquire

Others: on Phone
Rick Staisloff, Principal, RPK Group
Chairperson Talvacchia said the meeting would deviate from the regular agenda because Dr. Mora under the President’s Report will have Mr. Rick Staisloff, Principal, RPK Group on the phone to discuss Cost Containment when a quorum was present.

Dr. Mora said he has been in conversation with Chairperson Talvacchia with respect to cost containment strategy and decided to have Mr. Staisloff meet with the Board for a question and answer period on the model.

After introducing Mr. Staisloff to the Board, Dr. Mora showed a PowerPoint presentation called “Creating Cost Effective Institutions”. There was a question and answer period with Mr. Staisloff and the Board.

Chairperson Talvacchia said the plan creates an annual reporting process which allows the college to “be proactive and in full control of our budget.”

Dr. Mora said we would develop a reporting structure in the near future.

Chairperson Talvacchia thanked Dr. Mora for giving this subject the attention that it needs.

Chairperson Talvacchia concluded this portion of the meeting.

Chairperson Talvacchia noted that guests from Rutgers University were here at the request of the Long-Range Planning & Capital Projects Committee.

Ms. Walsh said the Long-Range Planning & Capital Projects Committee felt that the whole Board would benefit from seeing the presentation.

Dr. Perniciaro said Rutgers University personnel—Dr. Ray Caprio, Vice President of the Continuing Studies Division, Ms. Barbara Fiorella, Associate Vice President, Degree Completion & Off Campus Programs, and Mr. Cal Maradonna, Manager of Academic Programs—are here so the Board can be kept up-to-date on the end of the design process.

Dr. Caprio showed the architectural rendering and floor plans of the two-story building Rutgers will erect on the Mays Landing campus. Rutgers plans to have the building open for classes in Fall 2012 and to expand enrollment over the next three to five years. While the state university has partnerships with other community colleges, this one is “more substantive,” Dr. Caprio said, because it involves Rutgers building a permanent structure on the community college’s main campus.
Dr. Mora said the completion of the Rutgers building will be a “truly transformational change” in the future of the college and will enhance the mission of Atlantic Cape to support greater opportunity for access to undergraduate education for residents of our service area.

Chairperson Talvacchia said our relationship with Rutgers is extremely important to our community of Atlantic County and Cape May County and strengthens the higher education offerings. “I am proud that we have a partnership with Rutgers,” said Chairperson Talvacchia.

V. CALL TO ORDER EXECUTIVE SESSION

At 7:28 p.m., Chairperson Talvacchia called for an executive session stating that two important resolutions #19 and #19A needed to be discussed before Board action could be taken.

Mr. Boyer moved and Mr. Lefke seconded the motion for an executive session.

Secretary’s Note: The public and college personnel left the meeting except for Dr. Mora, Dean Skinner, Dean Curristine, Alan Schmoll, Esq. and Counsel Greco.

VI. REGULAR SESSION RECONVENED

At 9:16 p.m., the regular session reconvened. Chairperson Talvacchia apologized for the long delay stating important items needed to be discussed.

VII. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

None

VIII. BUDGET REPORT

Ms. Torres said the Preliminary Fiscal Year 2011-2012 year-to-date data summarized in the Board Summary Report for the two months ended August 31, 2011, indicate the college has earned 11.84% of budget revenues and expended 14.54% of budgeted expenses.

Based on a three-year moving average of prior year actuals and Fiscal Year 2011-2012 current year-to-date actuals, management projects the college will attain the budgeted Fiscal 2011-2012 margin.

IX. RESOLUTIONS

A. Regular Resolutions

Ms. Torres moved and Mr. Boyer seconded the acceptance of the Financial Statement Executive Summary for August 31, 2011, Res. #18.

ROLL CALL: ALL AYES, NO NAYS

Ms. Torres explained Res. #20A and asked Ms. Sampson to give the background information.

Ms. Sampson gave further detailed information.
Chairperson Talvacchia asked if there were any questions or comments.

Ms. Torres gave the motion and Ms. Walsh seconded the following:

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

Bid 1752-Rebid  Flight Simulator, STEM Omnibus  $64,795.00

Redbird Flight Simulations, Inc.
Austin, TX

ROLL CALL: ALL AYES, NO NAYS

Ms. Torres explained and moved Res. #21 and Mr. Melchiorre seconded the following:

WHEREAS, the college has maintained depository and checking accounts at TD Bank, and

WHEREAS, this bank account is no longer required by the college.

THEREFORE BE IT RESOLVED that the Board of Trustees approve the closing of accounts #4660130, #4660155 and #7855894247 with TD Bank.

ROLL CALL: AYES, NO NAYS, ABSTENTION (Mr. Talvacchia)

Ms. Torres explained and moved Res. #22 and Res. #23, and Mr. Melchiorre seconded the following:

Res. #22

WHEREAS, the college has an opportunity to buy-out the lease on modular classrooms on its Mays Landing campus currently being utilized by Rutgers, and

WHEREAS, the college has identified critical needs for the classroom space at least for the next four years and operational needs beyond that, and

WHEREAS, the funds required to purchase the modular classrooms are $205,600, equivalent to approximately $38 per square foot, and,

WHEREAS, it is the recommendation of the President to appropriate $205,600 from the FY’11 year-end unrestricted fund balance to the unrestricted Plant Fund.

THEREFORE BE IT RESOLVED that the Board of Trustees approve said transfer of $205,600 from the FY’11 year-end unrestricted fund balance to the FY’12 unrestricted Plant Fund.

Res. #23

WHEREAS, in October 2006 the Board of Trustees approved Bid 1660 for a thirty-month lease of modular classrooms to accommodate Rutgers University Partnership Program, and

WHEREAS, in March 2008 the Board of Trustees approved Bid Ex. 539 to amend the contract to add faculty offices, additional classrooms, storage, and a conference room, and also to extend the lease through September 2011, and

WHEREAS, the college would like to purchase the modular building from Mobilease Modular Space, Inc. in the amount of $205,600 (see attached), and

WHEREAS, the Board of Trustees has approved the land-lease agreement with Rutgers University for construction and ownership of a new building to be built on the Mays Landing campus, and
WHEREAS, Rutgers will continue to utilize the modular building at their current lease rate until their new structure is completed, and

WHEREAS, the current lease will terminate in October 2011 with a buy-out of $205,600, and

WHEREAS, the purchase of the modular building will provide Atlantic Cape with required classroom space during the renovations of A-Building and construction of the STEM Building. Beyond that time, other options will be weighed to determine the best use for the building.

THEREFORE BE IT RESOLVED that the Board of Trustees grant the approval of the buy-out of the modular building from Mobilease Modular Space, Inc. in the amount of $205,600.

Chairperson Talvacchia asked about the lease and buyout.

Dean Skinner said it is the most cost effective and there is a need for this.

ROLL CALL: ALL AYES, NO NAYS

Chairperson Talvacchia said Res. #19 has been modified, Res. #19A has been tabled, and they will be considered at a special Board meeting on October 6.

Alan Schmoll, Esq. read the modifications to be added to Res. #19 (bold in resolution below).

Ms. Torres asked for a motion to approve Res. #19 Modified*.

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

WHEREAS, representatives of the Board of Trustees have reached a tentative bargaining unit labor agreements with representative of the Atlantic Cape Community College Education Association (Faculty/Librarians/Counselors), the Academy of Culinary Arts Faculty Association (ACAFA), the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP), and the Supportive Staff Association of Atlantic Cape Community College (SSAACCC), and

WHEREAS, the duration of the tentative agreement is July 1, 2010 through June 30, 2014, and

WHEREAS, the agreements include these wage settlements:

A base salary increase of $1,544 for Education Association members, retroactive to July 1, 2010;

An across-the-board base salary increase of 2.5 percent for ACAFA, ACCCOSAP and SSAACCC members, retroactive to July 1, 2010;

An across-the-board base salary increase of 2.25 percent for Education Association, ACAFA, ACCCOSAP and SSAACCC members, retroactive to July 1, 2011;

A base salary increase of $1,294 for Education Association members, commencing July 1, 2012;

An across-the-board base salary increase of 2.0 percent for ACAFA, ACCCOSAP and SSAACCC members, commencing July 1, 2012;

An across-the-board base salary increase of 2.0 percent for Education Association, ACAFA, ACCCOSAP and SSAACCC members, commencing July 1, 2013.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees approve the agreements.

*Pending considerations of formal ratification of the collective bargaining agreements for the period from July 1, 2010 to June 30, 2014 covering the FLC, ACAFA, ACCCOSAP, and SSAACCC units to be held on October 6, 2011, the Board approves salary increases as follows:
Effective July 1, 2010  2.5%
Effective July 1, 2011  2.25%
Effective July 1, 2012  2.0%
Effective July 1, 2013  2.0%

ROLL CALL: AYES, NO NAYS, ABSTENTION (Mr. Evans)

Res. #19A (Tabled)

WHEREAS, the Board engaged in negotiations to reach new collective bargaining agreements 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 did not participate in collective negotiations, 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 2.5 percent base salary increase, retroactive to July 1, 2010 and a 2.25% base salary increase, retroactive to July 1, 2011.

B. Consent Resolutions

Chairperson Talvacchia presented the consent agenda—Res. #17, Res. #19B Rev., Res. #19C, Res. #20, Res. #24 and Res. #25. Since there was no request to have any removed for discussion, they will be adopted.

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

Res. #17
August 23, 2011 Regular Session Minutes

Secretary’s Note: The August 23, 2011, executive session minutes are being held at the request of the Board.

Res. #19B Rev.
It is respectfully recommended, by the President, that the Board approve the following:

Appointments

Michael Bruckler, Director, College Marketing, College Relations at an annual salary of $57,282 effective October 11, 2011.


Resignations

Christina Cavage, Professor, English as a Second Language and Department Chair, ESL and Modern Language effective September 12, 2011.

Jennifer Fernandez, Testing Assistant effective September 6, 2011.

Res. #19C

WHEREAS, Thomas Roesch has served Atlantic Cape Community College with great skill and dedication as a valued member of the Business Services Department for 10 years, and

WHEREAS, Mr. Roesch’s service at the college is largely characterized by his role as Clerk/Mail Carrier for Receiving, and

WHEREAS Mr. Roesch’s performance has been described by his supervisor as “consistent” “dependable” and “always going above and beyond what is expected for the job,” and

WHEREAS, Mr. Roesch’s friendly and professional attitude, quality of work, and ability to manage many tasks at once earned him the Employee of the Quarter award in 2004, and

WHEREAS, Mr. Roesch’s dedication to his job is also evident in the numerous awards of Perfect Attendance, and

WHEREAS, Mr. Roesch has indicated his desire to retire from employment with Atlantic Cape Community College.

THEREFORE BE IT RESOLVED upon the recommendation of the President, that the Board approve the retirement of Mr. Thomas Roesch effective October 31, 2011.

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

Res. #20

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

Bid Ex. 620 State Contract, Extreme Network Software Maintenance, (FY12 Information Technology Services) Atrion Communications Branchburg, NJ $33,891.23

Bid Ex. 622 Consortium Purchase, Voice Services (Telephone), (FY12 Information Technology Services) Broadview Network Uniondale, NY $69,960.00 (estimate)

Bid Ex. 623 State Contract, Professional Service, PBX Technician, (FY12/13 Information Technology Services) Tricomm Service Corporation Hammonton, NJ $60,000.00

Bid Ex. 624 Software License, (Perkins Grant Fund) Adacel Systems Orlando, FL $93,954.00
Res. #24

WHEREAS, the Council for Advancement and Support of Education (CASE) is soliciting applications for the CASE District II Venture Capital Fund, and

WHEREAS, the CASE District II Venture Capital Fund will provide funding for professional development trainings for advancement professionals working for New Jersey community colleges (see attached), and

WHEREAS, the CASE District II Venture Capital Fund will provide Atlantic Cape with a grant of $3,000 for a training project over the anticipated term of October 1, 2011 through September 1, 2012.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to the CASE District II Venture Capital Fund, with an anticipated grant of $3,000 for a training project over the anticipated term of October 1, 2011 through September 1, 2012.

Res. #25

RESOLVED: At a public meeting of the Board of Trustees to be held on October 25, 2011, 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, litigation, anticipated contracts and matters of attorney-client privilege

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

X. COMMITTEE REPORTS: DISCUSSION/QUESTIONS

None

XI. OTHER BUSINESS

Chairperson Talvacchia reported on two pieces of correspondence received in the President’s Office. A thank you letter was received from Senator Robert Menendez about Atlantic Cape hosting the
Veterans Information Day & Job Fair on September 14. A card from Ms. Josette Katz thanked the Board for the dish garden she received in sympathy.

XII. COMMENTS FROM THE PUBLIC

None

XIII. ADJOURNMENT

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

Respectfully submitted,

BettyAnn Inloes Hines
Atlantic Cape Board Secretary

Attachments: Academic & Student Affairs Committee Minutes, September 21, 2011
Atlantic Cape Foundation Board Report, September 2011
Budget, Finance & Audit Committee Minutes, September 20, 2011
Long-Range Planning & Capital Projects Committee Minutes, September 19, 2011
Personnel & Board Development Committee Minutes, September 21, 2011