

I. STATEMENT OF ADEQUATE NOTICE

- McAlister read the statement of adequate notice:

In compliance with the "Open Public Meetings" Act of the State of New Jersey, adequate notice of this regular meeting of the Board of Trustees was provided in the following manner:

- (1) On March 18, 2019, advance written notice of this meeting was posted at the Bulletin Board, 2nd floor, "J" Building, main campus, Cape May County campus, and Worthington Atlantic City Campus and copies were emailed to the clerks of Atlantic and Cape May counties and the clerks of the Board of Chosen Freeholders of Atlantic and Cape May counties, and
- (2) On March 18, 2019, copies of advance written notice of this meeting were emailed to all persons who, according to the records of Atlantic Cape Community College, requested such notices.

II. FLAG SALUTE

- At 6pm, Chairperson Mento asked everyone to rise and salute the flag.

III. ROLL CALL

- McAlister provided a roll call for board members and marked others in attendance.

Board Members	College Personnel
X Ellen Byrne	✓ Dr. Barbara Gaba, President
X Christina Clemans	✓ Lou Greco, Esq., Legal Counsel
✓ Dave Coskey	✓ Eileen Curristine, Dean, Human Resources, Public Safety and Compliance (Mays Landing)
✓ James Kennedy	✓ August Daquila, Chief Business Officer
✓ Brian Lefke	✓ Jean McAlister, Board Secretary, Chief of Staff, and Dean of Resource Development
✓ Meghan Clark, Alumni Representative	✓ Dr. Josette Katz, Vice President, Academic Affairs

Board Members	College Personnel
✓ Daniel Money	✓ Leslie Jamison, Chief Financial Officer
✓ Maria K. Mento	✓ Dr. Vanessa O'Brien-McMasters, Dean, Institutional Research, Planning & Effectiveness and Information Technology Services
X Robert Bumpus	✓ Paula Stewart Davis, Dean of Student Affairs and Enrollment Management
X Dr. Judith DeStefano-Anen	✓ Donna Vassallo, Dean of Worthington Atlantic City Campus, and Dean of Career Education
✓ Donald J. Parker (Mays Landing)	✓ Laura Batchelor, Executive Director of Marketing and College Relations
✓ Maria Torres	✓ Maria Kellett, Dean of Cape May County Campus, Associate Dean of Resource Development
✓ Helen Walsh	
✓ Harrison Furman	
Other Public in Attendance-	
<ul style="list-style-type: none"> ✓ Dale Sharkey, Atlantic County Treasurer's Office ✓ Beth Smith, Cape May County Treasurer 	<ul style="list-style-type: none"> ✓ Heather Peterson, ACCCEA, Registrar ✓ Caesar Niglio, ACCCEA, Master Technician, Office of Student Affairs ✓ Ed Perkins, Construction Manager ✓ Michele Perkins, Director, Instructional Technology ✓ Penny Garner, Facilities Management Office Coordinator ✓ Gabriella E. Barber

IV. CALL TO ORDER

-Chairperson Mento called the meeting to order at 6pm.

V. PRESIDENT'S REPORT

Foundation

- Dr. Gaba discussed the success of the Restaurant Gala held on March 23 at Harrah's Waterfront Conference Center. The sold out event had nearly 900 attendees and raised \$234,475. Net proceeds benefit scholarships for the Academy of Culinary Arts.

Community Relations (Mays Landing)

- As part of "Women's History Month," Atlantic County Board of Chosen Freeholders Chairwoman Amy Gatto invited a group of 50 female high school students to a luncheon at the Mays Landing Campus to talk about women as leaders.

Community Relations (Cape May)

- Stedman Graham, Executive Director, Concerned Citizens of Whitesboro, met with Dr. Gaba, Trustee Money, Dean Kellett, and representatives from the Community Center of Whitesboro to discuss future student leadership opportunities.

Community Relations (Atlantic City)

- More than thirty Villanova University baseball players and twenty-five Atlantic Cape baseball players teamed up to provide a "free baseball clinic" for students aged 7-12 at Surf Stadium. More than 70 students from Atlantic City attended.

Partnerships (County)

- Cape May County was awarded a \$100,000 Innovation Challenge Grant, funded by the New Jersey Economic Development Authority (EDA). Atlantic Cape, along with Lower and Middle Townships, Cape May County Chamber of Commerce, SCORE, South Jersey Economic Development District and Crest Savings Bank, are partners in the Entrepreneurial Resource Hub project.
- Atlantic County was also awarded a \$100,000 Innovation Challenge Grant for conducting a feasibility study for the development of an Airport Maintenance Academy. Atlantic Cape, along with Embry Riddle Aeronautical University, are partners in this grant.

Partnerships (High Schools)

- College Readiness Now (CRN V) initiatives are currently taking place at Middle Township, Lower Cape May Regional High School, and the Greater Egg Harbor Regional High School District. Programs offered under this grant include Math Bootcamp or Accelerated Learning Program (ALP) for English. Wildwood High School and Egg Harbor Township High School will begin in April.
- A Summer Bridge program at the Mays Landing Campus for students enrolled in the Early College Program at Pleasantville High School will be held July 22-24. Most recently, students gained a college experience by taking a student success course at the Mays Landing Campus on March 18 and April 1.

- Eight students from Atlantic City High School are currently enrolled in an introductory credit culinary course funded by a generous donor, arranged by Dean Donna Vassallo.

Aviation

- Dr. Gaba, Dr. Katz, and Tim Cwik, Division Chair of Aviation Studies, toured Embry Riddle Aeronautical University’s Aviation Maintenance Academy on March 4. Dr. Katz and Tim Cwik also toured Delaware Technical Community College on March 25.

Academy of Culinary Arts (ACA)

- The ACA hosted the regional conference of the American Culinary Federation in late March. Three hundred (300) people visited the Worthington Atlantic City Campus over the weekend to observe the competitions. The ACA students also competed in the hot foods competition, finishing in fourth place and received a gold medal in the Knowledge Bowl.

Community College Opportunity Grant

- The newly formed *Center for Teaching and Learning Excellence*, established with funds from the CCOG planning grant, hosted an Adjunct Academy on March 2. Sixty adjunct faculty attended a series of workshops presented by full-time faculty and staff.

Community Engagement

- Atlantic Cape will host *Kids College* on all three campuses this summer. The camps will be for four weeks in Cape May and Atlantic City and six weeks in Mays Landing. Programs include culinary, STEM, healthcare and theater.

Student News

- Three of our students, Kiera Quade, Amanda Brady, and Jennifer Johnston, presented their work at the “New Jersey Women’s and Gender Studies Colloquium.”
- Three students from STEM programs, Christina McLaughlin, Antonio Quinones, and Sarah Krajicek, submitted applications for the NSF Research Experience for Undergraduates (REU) Site in Biomedical Material, Devices, Therapeutics, and Emerging Frontiers, which provide paid research opportunities at Rowan University this summer (2019).

Community College Month

- April is designated “Community College Month” across the nation, supported by the Association of Community College Trustees (ACCT). The campaign’s goal is to raise awareness about the importance of our institutions to students and our communities. Several meetings have been planned with local legislators including Senator Brown, Congressman Van Drew, Senator Andrzejczak, and Assemblymen Armato and Mazzeo. Students will be joining Dr. Gaba to tell their stories about how both Atlantic Cape and the Community College Opportunity Grant (CCOG) have helped them achieve their educational goals. Social media posts and an op-ed in our local newspapers will be published as part of the special promotion. The revised Board agenda includes Resolution #86 for approval.

Advocacy

- Dr. Gaba distributed the list of ACCT Legislative Priorities and discussed that she had a brief meeting with Congressman Van Drew to thank him again for his support.

Inside the College

- August Daquila, Chief Business Officer, provided information to the Board on completed, in progress, and future capital projects.
- Trustee Walsh commended Mr. Daquila on all of the projects that are in progress.

VI. COMMENTS FROM THE PUBLIC

-Chairperson Mento called for comments from the public on agenda items. There were no comments.

VII. CONSENT RESOLUTIONS

-McAlister read the following consent resolutions.

Res. #65 Approve: Regular Session Minutes (February 26, 2019)

Res. #71 Approve: Special Meeting/Committee of the Whole Minutes (March 19, 2019)

Res. #69

Termination of the Geographic Information Systems Office Specialist Professional Series

WHEREAS, the Geographic Information Systems Office Specialist Professional Series program has no enrollment, and;

WHEREAS, GIS coursework has been incorporated into other degree programs, and;

WHEREAS, the Curriculum Committee has considered and approved the termination of the Geographic Information Systems Office Specialist Professional Series program on November 15, 2018 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Geographic Information Systems Office Specialist Professional Series program effective Fall 2019.

Res. #70

Termination of the Geographic Information Systems Option in Computer Information Systems, A.S.

WHEREAS, the Geographic Information Systems Option in Computer Information Systems, A.S. degree has very low enrollment, and;

WHEREAS, GIS coursework has been incorporated into other degree programs, and;

WHEREAS, the Curriculum Committee has considered and approved the termination of the Geographic Information Systems Option in Computer Information Systems, A.S. degree on November 15, 2018 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Geographic Information Systems Option in Computer Information Systems, A.S. effective Fall 2019.

Res. #72

Change in Nomenclature of Elementary/Middle School Education Option in Liberal Arts, A.A.

WHEREAS, the Elementary/Middle School Education Option and the Secondary Education Option include similar program requirements, and;

WHEREAS, the Secondary Education Option has been terminated as a result of duplication, and;

WHEREAS, the title of the Elementary/Middle School Education Option has been changed to K-12 Education Option to reflect the expanded scope of the program; and;

WHEREAS, the Curriculum Committee has approved the title change from Elementary/Middle School Education Option in Liberal Arts, A.A., to K-12 Education Option in Liberal Arts, A.A. degree (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve the nomenclature change from Elementary/Middle School Education Option in Liberal Arts, A.A., to K-12 Education Option in Liberal Arts, A.A. effective, Fall 2019.

Res. #73

Termination of the Secondary Education Option in Liberal Arts, A.A.

WHEREAS, the Elementary/Middle School Education Option and the Secondary Education Option include similar program requirements, and;

WHEREAS, the title of the Elementary/Middle School Education Option has been changed to reflect coverage of kindergarten through twelfth grade, and;

WHEREAS, the Curriculum Committee has approved the termination of the Secondary Education Option in Liberal Arts, A.A. degree on February 21, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Secondary Education Option in Liberal Arts, A.A. degree effective, Fall 2019.

Res. #74

Baking and Pastry Option in Culinary Arts, A.A.S.

WHEREAS, the Baking and Pastry, A.A.S. degree is being terminated due to a significant decrease in enrollment, and;

WHEREAS, the creation of a Baking and Pastry Option in Culinary Arts will require fewer baking and pastry courses and an increase in culinary course requirements, and;

WHEREAS, the Curriculum Committee approved the Baking and Pastry Option, Culinary Arts, A.A.S. on February 1, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve offering the Baking and Pastry Option, Culinary Arts, A.A.S. effective, Fall 2019.

Res. #75

Termination of the Baking and Pastry, A.A.S.

WHEREAS, the Baking and Pastry, A.A.S. degree has experienced a significant decrease in enrollment, and;

WHEREAS, a Baking and Pastry Option in Culinary Arts has been created with fewer baking and pastry courses and an increase in culinary course requirements, and;

WHEREAS, the Curriculum Committee approved the termination of the Baking and Pastry A.A.S. degree on February 1, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Baking and Pastry, A.A.S. degree effective, Fall 2019.

Res. #76

Termination of the Academy of Culinary Arts Professional Series Programs

WHEREAS, the college created two, 30-credit ACA certificate programs in 2016, and;

WHEREAS, students enrolled in the certificates are eligible for financial aid, and;

WHEREAS, the four ACA Professional Series programs are not eligible for financial aid and have no enrollment, and;

WHEREAS, the Curriculum Committee has considered and approved the termination of the four ACA Professional Series programs on February 1, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the four ACA professional series programs listed below, effective Fall 2019.

- **Baking and Pastry Specialization**
- **Catering Specialization**
- **Food Service Management Specialization**
- **Hot Foods Specialization**

Res. #77

Termination of the Computer Applications Option in Office Systems Technology, A.A.S.

WHEREAS, the Computer Applications Option in Office Systems Technology, A.A.S. degree has low enrollment, and;

WHEREAS, the Curriculum Committee has approved the termination of the Computer Applications Option in Office Systems Technology, A.A.S. degree on February 21, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Computer Applications Option in Office Systems Technology, A.A.S. degree effective, Fall 2019.

Res. #78

Termination of the Database Design and Development Option in Computer Programming, A.A.S.

WHEREAS, the Database Design and Development Option in Computer Programming, A.A.S. degree has low enrollment, and;

WHEREAS, a Database Design and Development concentration has been added to the Computer Programming, A.A.S. degree, and;

WHEREAS, the Curriculum Committee has approved the termination of the Database Design and Development Option in Computer Programming, A.A.S. degree on February 21, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Database Design and Development Option in Computer Programming, A.A.S. degree effective, Fall 2019.

Res. #79

Termination of the Paralegal Studies Certificate

WHEREAS, the Paralegal Studies Certificate has no enrollment, and;

WHEREAS, the Curriculum Committee has approved the termination of the Paralegal Studies Certificate program on February 21, 2019 (see attached).

THEREFORE BE IT RESOLVED that the Board of Trustees approve termination of the Paralegal Studies Certificate program effective, Fall 2019.

Res. #67

Personnel Action

It is respectfully requested, upon the recommendation of the President, that the Board approve the following:

Appointment

Jessica Brown, Program Coordinator, Center for Student Success effective April 3, 2019 at an annual salary of \$45,718.

Transfer

William Smith from Security Officer I to Security Officer I/Dispatcher, Public Safety at his current annual salary of \$40,528 effective April 3, 2019.

Title Change

Anita Polanco, from Assistant Director, Educational Opportunity Fund to Assistant Director, Center for Student Success and Director, Educational Opportunity Fund at her current base salary effective April 3, 2019.

Extension

Robyn Berenato, Temporary Office Assistant, Admissions at her current base salary until June 30, 2019.

Sabbatical Leave

Judith Otterburn-Martinez, Associate Professor, English as a Second Language, a one semester leave for the Spring 2020 at full salary.

Resignation

Nicholas Alexander, Technician, Information Technology Services retroactive to March 29, 2019.

Res. #68

Award of Bids		
Number	Item and Vendor Information	Amount
Bid 1848	Exterior Wayfinding Signage Chapter 12 and R&R Funding Allied Signage Corporation Farmingdale, NJ	\$295,400.00
	Total	\$295,400.00

Res. #84

Atlantic City Community Fund (ACCF) Grant Application

WHEREAS, the Atlantic City Community Fund (ACCF) is soliciting applications for general operating support and project support for activities within the City of Atlantic City that improve the conditions and quality of life for all who live and work in Atlantic City, and;

WHEREAS, the ACCF will fund scholarships for enrichment activities for Atlantic City residents ages 8 to 14, and;

WHEREAS, the ACCF will provide Atlantic Cape with a grant of up to \$5,000 total over the anticipated term of October 1, 2019 through August 31, 2020.

THEREFORE BE IT RESOLVED that the Board of Trustees of Atlantic Cape Community College hereby grants approval to submit an application to Atlantic City Community Fund (ACCF) to advance enrichment activities for Atlantic City residents ages 8 to 14, requesting a grant of \$5,000, over the anticipated term of October 1, 2019 through August 31, 2020.

Res. #85 Executive Session

-Trustee Money motioned to approve consent resolutions, Trustee Walsh seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS

Motion carried.

VIII. BUDGET REPORT

Chairperson Mento asked Trustee Kennedy to provide a budget report as part of regular resolutions.

IX. REGULAR RESOLUTIONS

Res. #66 FY19 Financial Statement for eight months ended February 28, 2019.

CFO Jamison reported the following:

As of February 28, 2019, the College has earned 85.7% of budgeted revenues and expended 64.1% of budgeted expenditures. FY19 enrollment is down 5.5% compared to FY18 and below budget by 0.8%. Net FY19 tuition and fees revenue shortfall is \$271,000 (excluding radiology and aviation). In total, revenue is tracking up 0.8% versus a budgeted increase of 0.1%, and expenses are tracking 2.3% less than last year compared to a 1.4% budgeted decrease. The budgeted margin this year compared to last year is up 9.5%.

Although there is a net tuition and fee revenue shortfall, there are salary and benefits savings on the expense side to offset the revenue shortfall. Management projects to be within the budgeted margin at this time.

-Trustee Kennedy motioned to approve Resolution #66, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion Carried.

Res. #81

FY 2020 Tuition Rate & Fees Schedule

WHEREAS, the college has considered the FY 2020 current revenue and expenditure budget, and

WHEREAS, the college has considered inflationary and incremental increases in the current expenditures, and

WHEREAS, the administration is recommending a \$14.00 increase in general and online education tuition and mandatory fees per credit noted below.

THEREFORE BE IT RESOLVED that, upon recommendation of the President, the Board of Trustees approve the following tuition and fees schedule commencing with the summer session FY 2020.

“N/C” means No Change/ cr. means credit.

TBD means To Be Determined

<u>TUITION RATE</u> <u>Per Credit Hour</u>	<u>GENERAL</u> <u>EDUCATION</u>	<u>CULINARY</u>	<u>ONLINE</u>
In County	\$143.20	\$362.00	\$143.20
Out-of County	\$193.20	\$387.00	\$193.20
Out-of State	\$243.20	\$425.00	\$243.20
Foreign	\$243.20	\$425.00	\$243.20

<u>SCHEDULE OF FEES</u> <u>MANDATORY FEES, ALL STUDENTS</u>	<u>FY 2020</u> <u>PROPOSED</u>	<u>FY 2019</u> <u>ACTUAL</u>
General Fee	\$27.40/cr.	\$24.30/cr.
Information Services Fee (online courses only)	Fee Removed	\$7.30/cr
Student Activity Fee, Fall and Spring semesters	\$1.00/cr.	\$1.20/cr.
Facilities Fee Designated for Renewals & Replacements	\$3.00/cr.	\$3.70/cr.
Campus Safety Fee, Summer, Fall, and Winter/Spring per semester	N/C	\$20.00
Student Accident Insurance, Summer semester	N/C	\$3.50
Student Accident Insurance, Fall and Spring per semester	N/C	\$5.50

<u>APPLICATION, ENROLLMENT & REGISTRATION FEES</u>	<u>FY 2020</u> <u>PROPOSED</u>	<u>FY 2019</u> <u>ACTUAL</u>
Registration Fee, Summer, Fall, and Winter/Spring per semester	N/C	\$10.00
Allied Health/Nursing Program Evaluation Fee, NURS	N/C	\$25.00

Atlantic Cape Tuition Rate & Fees Schedule FY 2020 (commencing Summer FY 2020)

“N/C” means No Change/ cr. means credit.

TBD means To Be Determined

<u>PROGRAMS - SPECIAL FEES</u>	<u>FY 2020</u> <u>PROPOSED</u>	<u>FY 2019</u> <u>ACTUAL</u>
ACADEMY OF CULINARY ARTS:		
Culinary Arts credit-by-exam fee, non-refundable	N/C	\$260.00/course
Culinary Awards Ceremony Fee	N/C	\$30.00
Culinary Program Fee	N/C	\$350.00/cr.
ALLIED HEALTH AND NURSING PROGRAMS		

<u>PROGRAMS - SPECIAL FEES</u>	<u>FY 2020 PROPOSED</u>	<u>FY 2019 ACTUAL</u>
TEAS V (nursing entrance exam fee)	\$102.00	\$95.00
Clinical Fee: NURS	N/C	\$310.00/cr.
Professional Liability Insurance Fee, all clinical courses	N/C	\$5.00

<u>SCHEDULE OF FEES PROGRAMS - SPECIAL FEES (continued)</u>	<u>FY 2020 PROPOSED</u>	<u>FY 2019 ACTUAL</u>
<u>Radiologic Technology</u>		
Radiographic Procedures I Course Fee RADX 102	N/C	\$1,872.75/course
Principles of Imaging I Course Fee RADX 103	N/C	\$1,248.50/course
Clinical Radiography I Course Fee RADX 104	N/C	\$1,248.50/course
Radiographic Procedures II Course Fee RADX 105	N/C	\$1,872.75/course
Principles of Imaging II Course Fee RADX 106	N/C	\$1,248.50/course
Clinical Radiography II Course Fee RADX 109	N/C	\$1,248.50/course
Clinical Radiography III Course Fee RADX 201	N/C	\$1,872.75/course
Radiographic Procedures III Course Fee RADX 202	N/C	\$1,248.50/course
Digital Imaging Course Fee RADX 203	N/C	\$1,248.50/course
Radiation Biology & Protection Course Fee RADX 204	\$1,248.50/course	\$1,872.75/course
Introduction to Advanced Modalities Course Fee RADX 205	Fee Removed	\$624.25/course
Clinical Radiography IV Course Fee RADX 206	N/C	\$1,872.75/course
Clinical Radiography V Course Fee RADX 207	N/C	\$2,497.00/course
Clinical Radiographic Pathology Course Fee RADX 208	\$1,248.50/course	

Atlantic Cape Tuition Rate & Fees Schedule FY 2020 (commencing Summer FY 2020)

"N/C" means No Change/ cr. means credit.

TBD means To Be Determined

SCHEDULE OF FEES PROGRAMS - SPECIAL FEES (continued)	FY 2020 PROPOSED	FY 2019 ACTUAL
TECHNOLOGY STUDIES INSTITUTE		
Air Traffic Control Terminal Program Fee ATCT 220, 225, 280, 285,	TBD	\$372.00/cr.
Aviation Program Fee AVIT 185, 210, 220, 240, 255, 265, 278, 280, 282, 286, and 288, AVIT/TRVF 263	TBD	\$372.00/cr.
UAS Operations Course Fee AVIT 140	N/C	\$250.00/course
Simulated Flight Course Fee AVIT 103	N/C	\$650.00/course
<u>Fixed Wing Flight Training</u>		
Experiential Flight Course Fee AVIT 101	TBD	\$2,313.00/course
Aeronautical Skills Course Fee AVIT 200	TBD	\$3,469.00/course
Private Pilot Course Fee AVIT 210	TBD	\$15,060.00/course
Instrument Pilot Course Fee AVIT 240	TBD	\$11,172.00/course
Airplane Flight Instructor Course Fee AVIT 278	TBD	\$7,982.00/course
Commercial Pilot Course Fee AVIT 280	TBD	\$26,651.00/course
Multi-Engine Pilot Course Fee AVIT 286	TBD	\$6,456.00/course
<u>Helicopter Training- College Teaches Course</u>		
Private Pilot Helicopter Course Fee AVIT 145	TBD	\$29,635.00/course
Instrument Pilot Helicopter Course Fee AVIT 255	TBD	\$30,472.00/course
Commercial Pilot Helicopter Course Fee AVIT 265	TBD	\$55,946.00/course
Flight Instruction Course Fee AVIT 282	TBD	\$15,415.00/course
Helicopter Add-on Course Fee AVIT 288	TBD	\$38,090.00/course
<u>Helicopter Training- Teach Out</u>		
Instrument Pilot Helicopter Course Fee AVIT 255	TBD	\$30,846.00/course
Commercial Pilot Helicopter Course Fee AVIT 265	TBD	\$54,433.00/course
Flight Instruction Course Fee AVIT 282	TBD	\$16,019.00/course
Helicopter Add-on Course Fee AVIT 288	TBD	\$37,945.00/course

Atlantic Cape Tuition Rate & Fees Schedule FY 2020 (commencing Summer FY 2020)

N/C means No Change/cr. means credit

TBD means To Be Determined

<u>COURSE-RELATED FEES</u>	<u>FY 2020 PROPOSED</u>	<u>FY 2019 ACTUAL</u>
Developmental Service Fee (excluding Online sections) MATH 073, 074, 099, ENGL 070, 080, 099 DEVA, DEVS	N/C	\$42.50/course
English as a Second Language Service Fee	N/C	\$42.50/course
Light Technology Course Fee (excluding Online sections) ARTS 115, 116, 128, 135, 208 CISM (excluding CISM 142,160, and 222) SPAN, FREN, ITAL ENGR (excluding ENGR 125, 202 and 204) GIST (excluding GIST 170) OSTM, TCOM, TVRF ACCT 150, 162 CRIM/CISM 262 MATH 220, 256 HOSP 200 ENGL 102 Studio Arts Course Fee: ARTS 100, 110, 111, 112, 120, 200, 205, 206, 207, 209, 210, 211, 212, 214, 217, 218, 221, 222, 223	\$25.00/cr.	\$24.20/cr.
Heavy Technology Course Fee (excluding Online Science Labs) Science Labs BIOL (excluding BIOL/ PHIL 104), ENVL, CHEM, PHYS, ESCI 100, HPED 117, 118 ENGR 125	\$37.00/cr.	\$35.60/cr.
Site Visits Fee (Fieldwork, Internships, Practicums)	\$25.00/cr.	\$24.20/cr.
Online Course Fee	\$25.00 per course	

Note: Independent Study courses are billed as Online

<u>TESTING FEES</u>	<u>FY 2020 PROPOSED</u>	<u>FY 2019 ACTUAL</u>
Institutional Credit-by Examination Testing Fee upon successful completion, cost will be the current per-credit rate minus the \$25.00 testing fee.	N/C	\$25.00
Learning Disability Testing Fee	N/C	\$300.00
Proctored External Testing Fee, per exam	N/C	\$20.00
Accuplacer Retest Fee	N/C	\$15.00
Portfolio Assessment Fee	N/C	\$125.00

Atlantic Cape Tuition Rate & Fees Schedule FY 2020 (commencing Summer FY 2020)

N/C means No Change/cr. means credit

TBD means To Be Determined

SCHEDULE OF FEES MISCELLANEOUS FEES	FY 2020 PROPOSED	FY 2019 ACTUAL
Collection Fee, Delinquent Accounts	N/C	\$30.00
Returned Check Service Charge	N/C	\$35.00
Deferred Payment Plan Fee	N/C	\$25.00
Graduation Fee, all graduating students (Graduation Audit)	N/C	\$30.00
Professional Series Audit Fee	N/C	\$30.00
Late Payment Plan Fee	N/C	\$25.00
Student ID Card Replacement	N/C	\$5.00
Outgoing Transcript Fee (inclusive of Clearinghouse Charge)	\$10.00	

HIGH SCHOOL TUITION RATES	FY 2020 PROPOSED	FY 2019 ACTUAL
High School Dual Credit Enrollment	\$59.30/cr.	\$54.50/cr.
High School Concurrent Courses Taught on High School Premises (Tuition only, no fees)	N/C	\$105.00/cr
High School Concurrent Culinary Courses	\$143.20/cr	\$131.40/cr

Trustee Kennedy noted that the proposed changes in tuition and fee rates from FY19 to FY20 were discussed in detail during the FY20 Budget reviews.

The proposed increase in cost for general tuition and mandatory fees is \$14.00 per credit. The per credit increase equates to a \$336.00 annual increase for a student taking 24 credits. Total cost for a student taking 24 credits is \$4,250.40. The maximum Pell award is \$6,195.

The FY2020 Tuition and Fee structure incorporates a change in Online tuition and fees to mirror the general tuition and per credit fee structure with the addition of a \$25.00 per Online course fee.

-Trustee Kennedy motioned to approve Resolution #81, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #82**FY20 Revenue Budget**

WHEREAS, the Budget, Finance and Audit Committee has reviewed the proposed budget developed to meet the requirements of the college for fiscal year 2019-2020, and;

WHEREAS, the college has projected current revenues including a fund balance transfer of \$26,619 and expenditures for educational and general purposes to be \$37,569,995 (see attached), and;

WHEREAS, the college budget request includes county appropriations of \$8,621,346 for the college's fiscal year 2019-2020 contingent on approval of a resolve at the Atlantic Cape Community College Board of School Estimate meeting.

THEREFORE BE IT RESOLVED by the Atlantic Cape Community College Board of Trustees that the fiscal year 2019-2020 revenue budget be approved contingent on the Board of School Estimate approval of county appropriations of \$8,621,346 for the college's fiscal year 2019-2020.

-Trustee Kennedy motioned to approve Resolution #82, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #83**Chapter 12 FY20**

WHEREAS, the State of New Jersey, with the passage of Chapter 12 Bill S-2139/A3145, has established a process which enables community colleges to submit their capital projects for state funding with a match from their local county, and;

WHEREAS, the Board of Trustees of Atlantic Cape Community College has approved the College's Master Plan Blueprint 2020 which demonstrated the need for new construction and renovation and upgrades as necessary for funding projects including but not limited to those documented on the attached, and;

WHEREAS, Atlantic County has agreed to issue bonds to support the funding for Master Plan Blueprint 2020 projects which includes new construction and renovations and upgrades, and;

WHEREAS, the State of New Jersey will pay one half of the principal and interest on the Chapter 12 projects.

THEREFORE BE IT RESOLVED that, pending Atlantic and Cape May counties and Atlantic Cape Community College Board of School Estimate approval, the Board of Trustees approves the attached list of renovations and upgrades for funding from the Chapter 12 FY 2020 allocation at a sum not to exceed \$3.1 million.

-Trustee Kennedy motioned to approve Resolution #83, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #67A

Retirement Mrs. Dolores Giannini

WHEREAS, Dolores Giannini began as a part-time employee in 1990 working in the Faculty Support Office, Financial Aid, and Enrollment Services securing a full-time appointment May 16, 1991 as a Clerk Typist I, City Center Administrative Services, and;

WHEREAS, Mrs. Giannini received numerous promotions serving various departments: Clerk Typist II, Administrative Services; Admissions Telemarketer; Program Assistant, Admissions; Specialist, Academic Affairs; and finally transferred to Office Coordinator, EOF, and;

WHEREAS, Mrs. Giannini has served as a student mentor, was instrumental in assisting with the 2009-2010 implementation of the college's new management information system, including training faculty and staff and has been the recipient of a Perfect Attendance Award, and;

WHEREAS, the Estell Manor resident has indicated 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 Mrs. Giannini effective June 30, 2019.

BE IT FURTHER RESOLVED that the Board extends to Mrs. Giannini its best wishes and appreciation for 29 years of service to Atlantic Cape Community College.

-Trustee Parker motioned to approve Resolution #67A, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #80

Honorary Resolution E. Marie Hayes - 52nd Annual Commencement Keynote Address

WHEREAS, E. Marie Hayes was sworn-in to the Cape May County Board of Chosen Freeholders on February 1, 2013, was re-elected in November 2014, and;

WHEREAS, Freeholder Hayes represents the interests of her community while serving as the first vice president of the New Jersey Association of Counties and the vice president of the Southern New Jersey Freeholders Association, and;

WHEREAS, Freeholder Hayes has a long career of advocacy for the South Jersey community, serving as an Investigator for the Cape May County Prosecutor's Office in Child Abuse and Sexual Assault Investigations, becoming Sergeant of Detectives, Lieutenant of Detectives, and finally retiring as Captain of Detectives in 2009, and;

WHEREAS, Freeholder Hayes served as vice president of the Policemen's Benevolent Association's local chapter and as president of the Mid-Atlantic Association of Women in Law Enforcement, and;

WHEREAS, the Atlantic Cape Community College alumna earned her Associate Degree in 1978, and also holds a Bachelor's Degree in Human Services with a concentration in Criminal Justice from Thomas Edison State University and is a 1996 graduate of the FBI National Academy, and;

WHEREAS, in April 2019, Freeholder Hayes was selected as an Atlantic Cape Community College Distinguished Alumni, and;

WHEREAS, Freeholder Hayes exemplifies the qualities of a true public servant, acting with dedication, resilience, integrity, and accountability.

THEREFORE BE IT RESOLVED, upon the recommendation of the President, that the Board of Trustees of Atlantic Cape Community College approve E. Marie Hayes to deliver the keynote address at the 52nd Annual Commencement Ceremony.

-Trustee Parker motioned to approve Resolution #80, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #86

Resolution Recognizing April 2019 as Atlantic Cape Community College Month

WHEREAS, the more than thirteen hundred community and technical colleges, public and private, in the United States have contributed enormously to the richness and accessibility of American higher education. Nearly half of all undergraduate college students in the nation today are enrolled in community colleges, and;

WHEREAS, by providing educational opportunities at costs and locations accessible to all who are qualified, community and technical colleges have greatly enhanced the opportunity for every ambitious student, young or old, to enter a postsecondary school program. As community-based institutions, our schools provide varied programs and offer specialized training for more than one thousand occupations, and;

WHEREAS, this community is served well by Atlantic Cape Community College, and Atlantic Cape has been recognized by the Middle States Commission on Higher Education for its exceptional report and process during the 2018 Self-Study, and;

WHEREAS, Atlantic Cape earned “Leader College” status with Achieving the Dream in 2016 for the success of the Accelerated Learning Program in reducing barriers in developmental education, and in February 2019 Blackboard Ally recognized Atlantic Cape Community College as a leader in accessibility, and;

WHEREAS, the Academy of Culinary Arts was ranked “best culinary program in New Jersey” by Best Choice Schools in 2016, and TheBestColleges.org ranked Atlantic Cape Community College tenth overall best online community college in New Jersey in 2018, and;

WHEREAS, Atlantic Cape trustees and staff serve the higher education community on statewide and national boards including, but not limited to: NJCCC Executive Committee; NJCCC Collaboration/Operations Committee; NJCCC State and Federal Policy Committee; New Jersey Higher Education Student Assistance Authority (HESAA) Executive Committee, Chair Academy for Leadership Development; and American Association of Community Colleges (AACC) Commission on Diversity, Inclusion, and Equity, and;

WHEREAS, in recognition of the important contribution of community and technical colleges to our total educational system, in 1985 the Congress authorized and requested then President Ronald Reagan to issue Proclamation 5418 establishing a National Community College Month.

THEREFORE BE IT RESOLVED, that the Atlantic Cape Community College Board of Trustees recognize April 2019 as Atlantic Cape Community College Month.

-Trustee Parker motioned to approve Resolution #86, Trustee Furman seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

X. COMMITTEE REPORTS

- a. PERSONNEL AND BOARD DEVELOPMENT-Trustee Lefke stated that a student reported an incident to security on the Mays Landing Campus. No further action was required. Incident is in the board packet.

XI. FOUNDATION REPORT

- Trustee Furman stated that the Bacharach Institute for Rehabilitation is funding the Hollander Memorial Foundation Scholarships again this year. The Foundation will receive \$25,000 in scholarship funds for nursing students attending Atlantic Cape. Ten scholarships of \$2,500 will be awarded for the Fall 2019 semester. This is the third year of this scholarship.

XII. NEW JERSEY COUNCIL OF COUNTY COLLEGES (NJCCC)

- No business.

XIII. OTHER BUSINESS

- No other business.

XIV. COMMENTS FROM THE PUBLIC

- Caesar Niglio reported that the Earth Day celebration is April 23 on the Mays Landing Campus in the Quad. The ACCCEA is going to be supplying water ice and pretzels for the students and possibly extra food items.
- He also reported that negotiations were still in progress.

XV. EXECUTIVE SESSION

- No executive session.

XVI. ADJOURNMENT

- At 7:02pm, Trustee Lefke motioned to adjourn, Trustee Furman seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.