

Notice of Meeting Agenda

Atlantic Cape Community College Board of Trustees

A meeting of the Atlantic Cape Community College Board of Trustees shall be held on Tuesday, September 27, 2022 at 6:00 p.m., in "J" Building, J-202, on the Mays Landing main campus at 5100 Black Horse Pike, Hamilton Township, Atlantic County, NJ. Portions of the meeting may be held in executive session if needed.

The proposed AGENDA is subject to revision:

- I. Statement by Board Secretary confirming adequate notice of the meeting
- II. Flag Salute
- III. Roll Call
- IV. Call to order - regular session
- V. Report of the President
 - a. Inside the College – "Technology Plan FY21-FY25"
- VI. Comments from the Public on Agenda Items**Resolutions
- VII. *Call to order - executive session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege

VIII. Consent Resolutions

Res. No.	Description	Committee
Res. #15	<i>Approve:</i> Regular Session Minutes (August 23, 2022)	
Res. #17	<p><i>Approve: Appointments:</i> Samantha Glasser, Temporary Recruitment and Outreach Specialist at an annual salary of \$39,135 effective September 28, 2022; Donald Inskip, Network Specialist at an annual salary of \$40,113 effective September 28, 2022; Ruth Robles, Student Services Associate at an annual salary of \$32,194 effective September 28, 2022; Emily Smykla, Senior Manager, Grants at an annual salary of \$58,514 effective September 28, 2022; Valarie Warren, Financial Aid Specialist at an annual salary of \$39,135 effective September 28, 2022; David Zuba, Public Relations Manager and Copywriter at an annual salary of \$47,565 effective October 5, 2022; Krista Fitzsimons, Director Cape May Campus and Community Outreach at an annual salary of \$75,921 effective October 10, 2022.</p> <p><i>Reclassifications:</i> Johnna Atkinson, from Office Assistant to Specialist, Academic Affairs at an annual salary of \$40,113 effective September 28, 2022; Jennifer Botwin, from Testing Assistant to Testing Specialist at an annual salary of \$41,133 effective September 28, 2022; Tonya Cooper, from Financial Data Specialist to Accountant, Restricted Accounting at an annual salary of \$50,335 effective September 28, 2022; Darick Garrison, from Testing Assistant to Testing Specialist at an annual salary of \$49,949 effective September 28, 2022; Melissa Hatty, from Program Coordinator to Assistant Director, Workforce Development Operations at an annual salary of \$63,600 effective September 28, 2022; Liriana Samuel, from Testing Specialist to Senior Testing Associate at an annual salary of \$49,735 effective September 28, 2022; Jeffrey Wenzel, from Assistant Director, Restricted Accounting to Director, Restricted Accounting at an annual salary of \$86,572 effective September 28, 2022.</p>	Personnel & Board Development

Res. No.	Description	Committee
Res. #18	<i>Approve:</i> Bid Exempt 871 Maintenance and Testing of Fire Alarm Systems, 2-Year Agreement, Johnson Controls Fire Protection, LP, Horsham, PA, \$121,262.88; Bid Exempt 1005 Laptop Racks and Vaddio Camera Systems, Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program (<i>Grant Funded</i>), BLUUM USA, Inc., (f.k.a. Troxell Communications Inc.), Phoenix, AZ, \$45,000.00 (not to exceed); Bid Exempt 1009 Laptop Computers for Classrooms, Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program (<i>Grant Funded</i>), Ocean Computer, Matawan, NJ, \$60,000.00 (not to exceed); Bid Exempt 1011 Adobe Creative Cloud Software Package, SHI International Corporation, Somerset, NJ, \$23,996.64; Bid Exempt 1012 Software Conversion to Support Nursing Program Simulation Manikins and Sim Manikin Preventative Maintenance, Strengthening Career and Technical Education for the 21st Century - Perkins (<i>Grant Funded</i>), Laerdal Medical Corporation, Wappingers Falls, NJ, \$80,218.59; Bid Exempt 1013 Domain Name Change - AtlanticCape.edu, Ocean Computer Group, Matawan, NJ, \$30,000.00; Total \$360,478.11	Budget, Finance & Audit
Res. #19	<i>Approve:</i> contract with Ashley Foods to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #19A	<i>Approve:</i> contract with B.F. Mazzeo Fruit & Produce to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #19B	<i>Approve:</i> contract with U.S. Food Service to provide culinary food items as needed for class instruction.	Budget, Finance & Audit
Res. #19C	<i>Approve:</i> contract with Village Super Market, Inc. to provide culinary food items as needed for class instruction and items for the Food Pantries at all three campuses.	Budget, Finance & Audit
Res. #111 Rev.	<i>Approve:</i> contract with Borden Perlman for insurance with a total premium of \$517,553, which now includes a revised total for Aviation program insurance.	Budget, Finance & Audit
Res. #20	<i>Approve:</i> Memorandum of Understanding with New Jersey Council of County Colleges (NJCCC) and the Office of the Secretary of Higher Education (OSHE) for the implementation of the College Readiness Now VIII Project, with a grant award of \$38,282 and a grant term of July 1, 2022 – June 30, 2023.	Budget, Finance & Audit
Res. #21	<i>Approve:</i> application as a partner of Sinclair Community College to the National Science Foundation's (NSF) Advanced Technological Education (ATE) Program and, if awarded, to accept up to \$35,000 over three years, with an anticipated start date of October 1, 2023 through September 30, 2026.	Budget, Finance & Audit
Res. #22	<i>Approve:</i> acceptance of an allocation of \$246,568.75 from the New Jersey Office of the Secretary of Higher Education (OSHE) for the Community College Opportunity Grant (CCOG) Student Success Initiative, with a grant term of July 1, 2022 – June 30, 2023.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #23	Executive Session	

IX. Budget Report

X. Regular Resolutions

Res. No.	Description	Committee
Res. #2	FY22 Draft Financial Statement for twelve months ended June 30, 2022 as of September 14, 2022.	Budget, Finance & Audit
Res. #16	FY23 Financial Statement for two months ended August 31, 2022.	Budget, Finance & Audit
Res. #17A	<i>Approve:</i> Memorandum of Agreement (MOA) in effect for benefits year 2023 to compensate employees who waive their New Jersey School Employees Health Benefit Program (SEHBP) insurance.	

XI. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

XII. Report of the Atlantic Cape Foundation

XIII. Report of the NJ Council of County Colleges

XIV. Other Business

XV. Comments from the Public

XVI. Adjournment

*Matters may be discussed in a trustee session closed to the public

**Formal action may be taken by trustees