

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, August 22, 2023 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 – "Grants Update"
- 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. #1	<i>Approve:</i> Regular Session Minutes (June 27, 2023)	
Res. #4	<i>Approve: Appointments: Terrance Witcher, appointed to the position of EOF First Year Experience Specialist, effective August 23, 2023, at an annual salary of \$41,317 (grant funded). <i>Resignation: Kalpna Jain, Dean, STEM Programs, effective August 18, 2023.</i></i>	Personnel & Board Development
Res. #4A	<i>Approve:</i> A Memorandum of Agreement with the Teachers, Librarians and Counselors (TLC), modifying the contract so that the stipend/reduced load compensation for the Assessment Committee Chairperson be reallocated for the 2023-2024 academic year.	Personnel & Board Development
Res. #10	<i>Approve:</i> The reaffirmation of Policy No. 2 <i>Code of Ethics Pertaining to Conflicts of Interest for College Employees</i> , as well as revisions to Policy No. 209 <i>Student Academic Integrity</i> and Policy No. 18 <i>Employment of Personnel</i> .	Personnel & Board Development
Res. #73 Revised	<i>Approve:</i> Tuition and Fee Schedule establishing the Aviation Flight Training Course Fees, a Late Cancellation of Scheduled Flight Fee and charging AVIT290 the Heavy Technology Course Fee, commencing with the summer session FY 2024.	Budget, Finance & Audit
Res. #5	<i>Approve: Quote 2240 Student I.D. Machine and Equipment, Technology Replacement Reserve, Transact Campus, Scottsdale, AZ\$36,813.51; Quote 2241 Irrigation Well for Athletic Fields, Chapter 12 Funded, Absecon Electric Motor Works, Absecon, NJ, \$29,600.00; Quote 2242 Electrical for Baseball and Soccer Fields, Chapter 12 Funded, Calvi Electric Company, Pleasantville, NJ, \$55,000.00 (estimated);</i>	Budget, Finance & Audit

Quote 2243 Lighting Ballasts for Cape May Campus, Chapter 12 Funded, Calvi Electric Company, Pleasantville, NJ, \$18,949.00; **Bid Exempt 1050** Uniforms for Workforce Development Programs, Action Uniform, Pleasantville, NJ, \$35,000.00 (not to exceed); **Bid Exempt 1051** Training Services, Bolt & Associates, LLC, Galloway, NJ, \$18,000.00 (not to exceed); **Bid Exempt 1052** Online Access to ESL Curriculum, Adult Literacy and Integrated Education Grant (*Grant Funded*), Burlington English Inc, Boca Raton, FL, \$55,000.00 (not to exceed); **Bid Exempt 1053** Online Access to ESL Curriculum, Atlantic City Works II (*Grant Funded*), Burlington English Inc, Boca Raton, FL, \$35,000.00 (not to exceed); **Bid Exempt 1054** Online Training Access (Career Exploration and Life Skills), LILA Training Grant (*Grant Funded*), Conover Online, Appleton, WI, \$35,000.00 (not to exceed); **Bid Exempt 1055** Adult Basic Education, Consolidated Adult Basic Skills (ABS) and Integrated English Literacy Grant Program (*Grant Funded*), Cape May County Technical School District, Cape May, NJ, \$190,315.00 (not to exceed); **Bid Exempt 1056** Adult Basic Education, Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (*Grant Funded*), Literacy Volunteers Association of Cape-Atlantic, Inc., Edison, NJ, \$35,000.00 (not to exceed); **Bid Exempt 1057** Advanced Cardiac Life Support Training and Pediatric Advanced Life Support Classes for Paramedic Science Program, Life Support Training Center, Egg Harbor Township, NJ, \$60,000.00 (not to exceed); **Bid Exempt 1058** Emergency Medical Technician (EMT) Training Program, Mutual Aid, Absecon, NJ, \$150,000.00 (not to exceed); **Bid Exempt 1059** Commercial Driver's License Training Program, Ernest Trans School of Trucking LLC, Atlantic City, \$65,000.00 (not to exceed); **Bid Exempt 1060** Computer Equipment for Students and Staff, Adult Literacy and Integrated Education Grant Program (*Grant Funded*), Ocean Computer, Matawan, NJ, \$60,000.00 (not to exceed); **Bid Exempt 1061** Laptop Computer Equipment for Students and Staff, Atlantic City Works II (*Grant Funded*), Ocean Computer, Matawan, NJ, \$75,000.00 (not to exceed); **Bid Exempt 1062** Laptop Computer Equipment for Students and Staff, LILA Training Grant Program (*Grant Funded*), Ocean Computer, Matawan, NJ, \$20,000.00 (not to exceed); **Bid Exempt 1063** Advanced Cardiac Life Support Training and Pediatric Advanced Life Support Classes for Paramedic Science Program, Inspira Health Systems, Bridgeton, NJ, \$60,000.00 (not to exceed); **Bid Exempt 1064** Global Wind Organization (GWO) Auditing Services for Wind Training Center Basic Safety Training, Wind Training Center Grant (*Grant Funded*), Det Norske Veritas Group (DNV), Katy, TX, \$20,000.00 (not to exceed); **Bid Exempt 1065** Stop-Out Student Outreach Initiative, Governor's Emergency Education Relief Fund II (GEERF II) Opportunity Meets Innovation Challenge (OMIC) Grant (*Grant Funded*), Motimatic, Oakland, CA, \$35,000.00 (not to exceed); **Bid Exempt 1067** Mays Landing Campus Sewer Pump Improvements – Construction Documents/Administration, *Chapter 12 Funded*, The DaVinci Group, LLC., Woodbury, NJ, \$51,500.00 (not to exceed); **Bid Exempt 1068** Mays Landing Baseball Field/Dugouts Project Management; *Chapter 12 Funded*, Atlantic County Improvement Authority, Egg Harbor Township, NJ, \$36,940.00; **Bid Exempt 1069** Achieving the Dream Membership and Coaching Services, Governor's Emergency Education Relief Fund II (GEERF II) Opportunity Meets Innovation Challenge (OMIC) Grant (*Partially Grant Funded*), Achieving the Dream, Silver Spring, MD, \$41,000.00; Total: \$1,218,117.51.

Res. No.	Description	Committee
Res. #108 Revised	<i>Approve: Bid Exempt 975 Lease of Cessna 172SP and a Cessna 172R for Academic Instruction (6-month extension), Christiansen Aviation, Inc., Tulsa, Oklahoma, \$21,600.00 (Minimum); Bid Exempt 976 Lease of Cessna 172SP for Academic Instruction (6-month extension), Christiansen Aviation, Inc., Tulsa, Oklahoma, \$19,200.00 (Minimum); Total \$40,800.00 (minimum)</i>	Budget, Finance & Audit
Res. #6	<i>Approve: revision of the College's bidding threshold from \$37,500 to \$41,600, effective July 1, 2023, to coincide and agree with the newly established threshold by the County College Purchasing Law.</i>	Budget, Finance & Audit
Res. #13	<i>Approve: contract with Gallagher Student Health & Special Risk for student insurance.</i>	Budget, Finance & Audit
Res. #7	<i>Approve: application and, if awarded, acceptance of up to \$4,000 over the term of the grant from WellCare (Fidelis Care) of New Jersey's Diversity, Equity & Inclusion Council for the Community Impact Grant Program.</i>	Budget, Finance & Audit
Res. #8	<i>Approve: application and, if awarded, acceptance of \$80,000 over two years from the New Jersey Council of County Colleges and the Tepper Foundation for the Community to Opportunity Grant Program.</i>	Budget, Finance & Audit
Res. #9	<i>Approve: application and, if awarded, acceptance of up to \$1,000,000 to carry out projects to implement the Atlantic City Inlet Neighborhood Plan.</i>	Budget, Finance & Audit
Res. #12	<i>Approve: 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 X Project, with a grant award of \$39,359 and a grant term of July 1, 2023 – June 30, 2024.</i>	Budget, Finance & Audit
Res. #14	<i>Approve: application and, if awarded, acceptance of an allocation to be determined by the State of New Jersey, Office of the Secretary of Higher Education for the Educational Opportunity Fund (EOF) Special Projects grant program.</i>	Budget, Finance & Audit
Res. #15	<i>Approve: application, and, if awarded, acceptance of up to \$650,000 from the National Science Foundation, Advanced Technological Education (ATE) Program, for a competitive grant to develop education of technicians for the high-technology fields that drive our nation's economy over the grant term of three years (July 1, 2024 – June 30, 2027).</i>	Budget, Finance & Audit
Res. #16	Executive Session	
IX.	Budget Report	
X.	Regular Resolutions	

Res. No.	Description	Committee
Res. #2	FY23 Draft Financial Statement for twelve months ended June 30, 2023 as of August 7, 2023.	Budget, Finance & Audit
Res. #3	FY24 Financial Statement for one month ended July 31, 2023.	Budget, Finance & Audit
Res. #5A	<i>Approve:</i> Bid 1876 Baseball Field/Dugouts, Chapter 12 Funds and Other Restricted Funds, Command Co. Inc., Egg Harbor City, NJ, \$1,477,629.00.	Budget, Finance & Audit
Res. #11	<i>Honorary:</i> extend to Trustee Robert Previti the Board's appreciation for his service to the Board, the College, and its students.	Personnel & Board Development

- 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