

## 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 23, 2022 at 6:00 p.m., in “**M**” **Building, M-111**, 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

Res. No.	Description	Committee
Res. #8	<i>Honorary:</i> to recognize <b>Daniel Hendrixson '17</b> for his success at the Special Olympics USA Games; commend him for his perseverance and leadership; and offer him best wishes in his future endeavors.	Personnel & Board Development
Res. #9	<i>Honorary:</i> to recognize <b>Daniel Philippi '10</b> for his success at the Special Olympics USA Games; commend him for his perseverance and leadership; and offer him best wishes in his future endeavors.	Personnel & Board Development

- 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 28, 2022); Special Meeting Minutes (July 21, 2022)	
Res. #4	<i>Approve: Appointments -</i> <b>Ruth Latorre</b> , Chef Educator at an annual salary of \$50,248 effective August 24, 2022; <b>Raquel Martin</b> , Director, Facilities and Construction at an annual salary of \$85,000 effective August 1, 2022; <b>Dereck Pruszinski</b> , Security Officer I at an annual salary of \$32,194 effective August 24, 2022; <b>Joshua Menninger</b> , Director, Wind Training Center and Renewable Energy Programs at an annual salary of \$66,949 effective August 24, 2022; <b>Megan Taxiera</b> , EMS Educator/Clinical Coordinator, Workforce Development at an annual salary of \$47,565 effective August 29, 2022; <b>Rashawn Martin</b> , Director, Student Support Services at an annual salary of \$66,949 effective August 24, 2022; <b>Marian Woodson</b> , Manager, Career Services and Experienced-based Learning at an annual salary of \$47,565 effective August 29, 2022; <b>Kevin Urrutia-Arias</b> , Technician, Information Technology Services at an annual salary of \$32,194 effective August 24, 2022; <b>Kayla Scannell</b> , Senior Manager, Early College Programs at an annual salary of \$57,087 effective August 29, 2022.	Personnel & Board Development

Res. No.	Description	Committee
	<p><i>Resignations - <b>Kenyatta Collins</b>, Assistant Professor, Psychology, effective September 1, 2022; <b>Alondra Martinez</b>, Temporary EOF Counselor I, effective August 26, 2022; <b>Edward Perkins</b>, Plant Project Manager, effective August 31, 2022; <b>Jacob Sprague</b>, Science Lab Assistant, effective September 9, 2022; <b>Rick Stowell</b>, Senior Manager of Grants, effective July 14, 2022; <b>Claire Sylvester</b>, Public Relations Manager and Copywriter, effective July 29, 2022; <b>Dana Barnes</b>, Assistant Professor, Nursing effective October 1, 2022; <b>JaNay Johnson</b>, Student Support Specialist effective August 26, 2022.</i></p>	
Res. #5	<p><i>Approve: <b>Bid Exempt 993</b> Phone System and Cabling Maintenance Network Cabling, Inc., Freehold, NJ, \$27,500.00 (not to exceed); <b>Bid Exempt 994</b> TurnItIn 3-Year Contract, Turnitin, LLC, Oakland, CA, \$38,620.80; <b>Bid Exempt 995</b> Building Management Support System 5-Year Contract, Honeywell Building Solutions, Mt. Laurel, NJ, \$755,379.00; <b>Bid Exempt 1000</b> Emergency Medical Technician (EMT) Training Program, Mutual Aid, Absecon, NJ, \$150,000.00 (not to exceed); <b>Bid Exempt 1001</b> Emergency Medical Technician (EMT) Training Services, Public Safety Training of NJ, Hammonton, NJ, \$150,000.00 (not to exceed); <b>Bid Exempt 1002</b> Advanced Cardiac Life Support Training Services, Life Support Training Center, Egg Harbor Township, NJ, \$60,000.00 (not to exceed); <b>Bid Exempt 1003</b> Uniforms for Workforce Development Programs, Action Uniform, Pleasantville, NJ, \$35,000.00 (not to exceed); <b>Bid Exempt 1004</b> Exam Materials for Medical Assistant and Phlebotomy Programs, National Healthcare Association, Chicago, IL, \$45,000.00 (not to exceed); <b>Bid Exempt 1006</b> Adult ESL Curriculum Online Access, Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (<i>Partially Grant Funded</i>), Burlington English, Inc, Boca Raton, FL, \$55,000.00 (not to exceed); <b>Bid Exempt 1007</b> Adult Basic Education, Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (<i>Grant Funded</i>), Literacy New Jersey, Inc., Edison, NJ, \$33,248.00 (not to exceed); <b>Bid Exempt 1008</b> Adult Basic Education Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program (<i>Grant Funded</i>), Cape May County Technical School District, Cape May, NJ, \$204,724.00 (not to exceed); <b>Bid Exempt 1010</b> Workforce Development Training Sessions, Bult &amp; Associates, LLC, Galloway, NJ, \$18,000.00 (not to exceed); <b>RFP 256</b> Live Streaming of Athletic Games, BFA Productions, Co., Vineland, NJ, \$46,100.00 (not to exceed); <b>RFP 257</b> Consulting Services for Center for Transition Success, Office of the Secretary of Higher Education (OSHE) Center for Adult Transition (<i>Grant Funded</i>), Shelly Meyers, EdD (SFMEC, LLC), Linwood, NJ, \$23,100.00 (not to exceed); <b>Regular Quote – 2234</b> GLBA Consultant SECNAP National Security, Ft. Lauderdale, FL, \$24,000.00; Total \$1,665,671.80.</i></p>	Budget, Finance & Audit
Res. #6	<p><i>Approve: the Certificate of Incorporation for the Inlet Community Development Corporation, a 501(c)(3) that will lead and implement the Inlet Neighborhood Strategy Plan.</i></p>	Budget, Finance & Audit
Res. #7	<p><i>Approve: a contract with T.L. Groseclose Associates for student insurance.</i></p>	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #13	<i>Approve:</i> acceptance of \$103,467 from the New Jersey Community College Consortium for Workforce and Economic Development for the college's participation in the work phase of the New Jersey Pathways to Career Opportunities initiative and the Patient Care and Renewable Energy Centers of Workforce Innovation.	Budget, Finance & Audit
Res. #103 Rev.	<i>Approve:</i> acceptance of an additional \$152,000 from the Workforce Innovation and Opportunity Act (WIOA) Title II, Adult Education and Family Literacy – Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant Program, bringing the total grant to \$872,556 over the term July 1, 2021 – September 30, 2022 with Atlantic Cape (serving Atlantic County) receiving an additional \$79,000 for a total allocation of \$590,396; Cape May County Technical School District (serving Cape May County) receiving an additional \$65,000 for a total of \$249,160; and Literacy Volunteers Association Cape-Atlantic Inc. (serving Atlantic and Cape May counties) receiving an additional \$8,000 for a total of \$33,000.	Budget, Finance & Audit
Res. #14	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 August 8, 2022.	Budget, Finance & Audit
Res. #3	FY23 Financial Statement for one month ended July 31, 2022.	Budget, Finance & Audit
Res. #68 Rev.	<i>Approve:</i> <b>Regular Quote 2232</b> Cape May County Campus Chiller Repair, Johnson Controls, Pennsauken Township, NJ, \$81,113.49	Budget, Finance & Audit
Res. #5A	<i>Approve:</i> <b>Bid 1872/1872A</b> Working at Heights Structure for Wind Training Center, New Jersey Offshore Wind Safety Training Challenge Grant ( <i>Grant Funded</i> ), Weatherby Construction & Renovation, Corp., Atlantic City, NJ, \$320,000.00	
Res. #111 Rev.	<i>Approve:</i> contract with Borden Perlman for insurance with a total premium of <b>\$517,332</b> , which now includes insurance for the Aviation program.	
Res. #10	<i>Approve:</i> submission of an application to the NJ Office of the Secretary of Higher Education for the Higher Education Facilities Trust Fund (HEFT) grant program for the renovation of the Worthington Atlantic City Campus at cost not to exceed \$12,000,000 with financing all or portions of the project through HEFT.	Budget, Finance & Audit / Long Range Planning & Capital Projects

Res. No.	Description	Committee
Res. #12	<i>Approve:</i> submission of an application to the NJ Office of the Secretary of Higher Education for the Higher Education Equipment Leasing Fund (ELF) grant program for technology equipment for the Worthington Atlantic City Transformation Project at a cost not to exceed \$800,000 with financing all or portions of the project through ELF and an institutional match.	Budget, Finance & Audit / Long Range Planning & Capital Projects
Res. #11	<i>Approve:</i> submission of an application to the NJ Office of the Secretary of Higher Education for the Higher Education Technology Infrastructure Trust Fund (HETI) grant program for the Data Center Replacement and Network Distribution Switch Replacement at a cost not to exceed \$920,000 with financing all or portions of the project through HETI and an institutional match.	Budget, Finance & Audit / Long Range Planning & Capital Projects
Res. #4A	<i>Acknowledge:</i> Retirement of <b>Maria Kellett</b> , effective October 1, 2022.	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