

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 28, 2021 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 – "Salesforce Implementation"
- 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. #10 | <i>Approve:</i> Regular Session Minutes (August 24, 2021) | |
| Res. #12 | <i>Approve: Appointments</i> – Dr. Sattik Deb , Senior Director, Enrollment and Recruitment effective October 4, 2021 at an annual salary of \$79,718; Justin Einwechter , appointed to the position of Technician, Information Technology Services effective September 29, 2021 at an annual salary of \$32,194; Percy Hancock , appointed to the position of Help Desk Manager, Information Technology Services effective September 29, 2021 at an annual salary of \$47,565; Monique Johns , appointed to the position of Program Coordinator, Enrollment Services effective October 4, 2021 at an annual salary of \$47,565; Wallace Maines , appointed to the position of Director, Paramedic Science and EMT Training effective September 29, 2021 at an annual salary of \$66,949; John Sodiatis , appointed to the position of Grounds Labor Maintenance Worker effective September 29, 2021 at an annual salary of \$33,805; Hira Zeb , appointed to the position of Human Resources Recruiter effective October 4, 2021 at an annual salary of \$40,000. <i>Resignation</i> - Suzanne Fiedler , Assistant Director, Server, Cloud and Broadcast Systems effective September 17, 2021. | Personnel & Board Development |
| Res. #15 | <i>Acknowledge:</i> the 50 th Anniversary of Stockton University. | Personnel & Board Development |
| Res. #119 Rev. | <i>Approve: Bid Exempt 917</i> Grant Writing Professional Service, Hanover Research-Grants Division, Arlington, VA, \$49,500.00; Bid Exempt 923 Airplane Leases (Cessna 172) for Fixed Wing Flight Training Program, Christiansen Aviation, Inc., Tulsa, OK, \$70,560.00 | Budget, Finance & Audit |

| Res. No. | Description | Committee |
|----------|---|-------------------------|
| Res. #13 | <i>Approve:</i> Bid Exempt 935 Contract for Phone System Changes/Repairs and Data Cabling, TriComm Network & Communications Infrastructure, Hammonton / Moorestown, NJ, \$27,500.00, (not to exceed); Bid Exempt 936 Passenger Van for Athletics and Student Activities, Repair and Replacement Fund, Hertrich Fleet Services, Milford, DE, \$30,000.00, (not to exceed); Bid Exempt 937 Emergency Repair to Cape May County Campus Chiller, Repair and Replacement Fund, Modern Controls, Inc., New Castle, DE, \$28,363.70; Bid Exempt 938 Boiler Maintenance Services, Edward R. Woods & Co., West Trenton, NJ, \$24,925.00; Bid Exempt 939 25Live Software, CollegeNet, Portland, OR, \$24,078.64; Bid Exempt 940 Remediation Services, Cape May County Campus Library, ServPro of Atlantic City / Hamilton / Hammonton, Buena, NJ, \$49,685.00; Regular Quote 2223 Fitness Center Equipment, Centurion Partners Health and Fitness, LLC d.b.a. FitnessSmith, Boynton Beach, FL, \$17,850.00; Total \$202,402.34 | Budget, Finance & Audit |

Res. #14 *Approve:* a contract with Ashley Foods to provide culinary food items as needed for class instruction. Budget, Finance & Audit

Res. #14A *Approve:* a contract with B.F. Mazzeo Fruit & Produce to provide culinary food items as needed for class instruction. Budget, Finance & Audit

Res. #18 Executive Session

IX. Budget Report

X. Regular Resolutions

| Res. No. | Description | Committee |
|-----------|---|-------------------------------|
| Res. #2 | FY21 Draft Financial Statement for twelve months ended June 30, 2021 as of September 15, 2021. | Budget, Finance & Audit |
| Res. #11 | FY22 Financial Statement for two months ended August 31, 2021. | Budget, Finance & Audit |
| Res. #12A | <i>Approve: Salary Adjustment - Heather Peterson</i> , Registrar effective September 29, 2021 at an annual salary of \$90,578. <i>Promotions - Victor Moreno</i> , from Community Outreach Manager to Senior Manager, Campus Operations and Community Outreach effective September 29, 2021 at an annual salary of \$60,083; Dr. Natalie Devonish , from Dean, Worthington Atlantic City Campus and Workforce Development to Vice President, Student Affairs and Enrollment Management effective October 1, 2021 at an annual salary of \$120,000; Dr. Vanessa O'Brien-McMasters , from Dean, Institutional Research, Planning and Effectiveness to Vice President, Institutional Effectiveness and Chief Strategy Officer effective October 1, 2021 at an annual salary of \$115,000. <i>Change in Rank - Jeanine DiNardo</i> , from Instructor, Hospitality Management to Assistant Professor, Hospitality Management effective September 29, 2021 at an annual salary of \$57,758. | Personnel & Board Development |

| Res. No. | Description | Committee |
|----------|-------------|-----------|
|----------|-------------|-----------|

Title Change – **Dr. Tammy DeFranco**, from Director, Cape May County Campus Student Affairs to Director, Cape May County Campus Student Affairs and One Stop Services effective October 1, 2021 at her current annual salary; **Maria Kellett**, from Associate Dean, Resource Development & Dean, Cape May County Campus to Dean, Cape May County Campus and Senior Advancement Officer effective October 1, 2021 at her current annual salary; **Jean McAlister**, from Chief of Staff and Dean, Resource Development, President & Board of Trustees Operations to Chief of Staff and Chief Advancement Officer effective October 1, 2021 at her current annual salary; **Nancy Porfido**, from Director, Student Engagement and Judicial Officer to Diversity, Equity & Inclusion Advocate & Judicial Officer effective October 1, 2021 at her current annual salary.

| | | |
|-----------|--|--|
| Res. #12B | <i>Approve: Appointment - Signe Huff</i> , Interim Executive Director of Human Resources, effective September 29, 2021 at an annual salary of \$110,000. | |
|-----------|--|--|

| | | |
|----------|--|-------------------------------|
| Res. #16 | <i>Approve: one-time stipends to impacted members of the President’s Cabinet and Academic Deans still employed by the college equal to the amount of compensation foregone from July 1, 2020-September 30, 2020.</i> | Personnel & Board Development |
|----------|--|-------------------------------|

| | | |
|----------|---|--------------------------------|
| Res. #17 | <i>Approve: a one-time stipend to Dr. Barbara Gaba equal to the amount of compensation foregone from July 1, 2020-September 30, 2020.</i> | President Evaluation Committee |
|----------|---|--------------------------------|

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