

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 November 6, 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 November 6, 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

- 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
✓ Robert Bumpus	✓ Dr. Barbara Gaba, President
X Ellen Byrne	X Lou Greco, Esq., Legal Counsel
✓ Christina Clemans	✓ Laura Batchelor, Executive Director of Marketing and College Relations
X Dave Coskey	✓ August Daquila, Chief Business Officer
X Dr. Judith DeStefano-Anen	X Paula Stewart Davis, Dean of Student Affairs and Enrollment Management
✓ Harrison Furman	✓ Natalie Devonish, Dean, Worthington Atlantic City Campus and Workforce Development

Board Members	College Personnel
✓ James Kennedy	✓ Leslie Jamison, Chief Financial Officer
X Brian Lefke	✓ Dr. Josette Katz, Vice President, Academic Affairs
✓ Maria K. Mento	✓ Maria Kellett, Dean of Cape May County Campus, Associate Dean of Resource Development
✓ Daniel Money	✓ Jean McAlister, Board Secretary, Chief of Staff, and Dean of Resource Development
X Donald J. Parker	X Dr. Vanessa O'Brien-McMasters, Dean, Institutional Research, Planning & Effectiveness and Information Technology Services
✓ Ahmet Sahingoz	
✓ Maria Ivette Torres	
✓ Helen Walsh	
Public in Attendance	
<ul style="list-style-type: none"> ✓ Bonnie Lindaw, Atlantic County Comptroller ✓ Brittany Smith, Cape May Country Chief Financial Officer 	<ul style="list-style-type: none"> ✓ Cindy DeFalco, Director of Human Resources ✓ Briar Gibbons, Conference and Events Assistant ✓ Sandi Greco, ACCCEA, Director of Systems and Hardware Projects ✓ Caesar Niglio, ACCCEA, Master Technician-Student Affairs ✓ Heather Peterson, ACCCEA, Registrar ✓ Bert Rosica, Men's Baseball Assistant Coach

IV. CALL TO ORDER

- Chairperson Mento called the meeting to order at 6:15pm.

V. PRESIDENT'S REPORT

Dr. Gaba discussed the following:

- Mickey Traegasar was introduced as the new Executive Director of Human Resources.
- High School Partnerships - Seven high school Early College agreement signing ceremonies were held in November creating pathways to a college degree. Dr. Gaba recognized Dean Donna Vassallo for her efforts in this initiative.
- Recruitment - Atlantic Cape hosted Media Day 2019 to more than 100 high school students on October 24. Students attended hands-on workshops led by Atlantic Cape faculty and staff and industry professionals. The event was sponsored by Suasion Communications.
- Community Engagement (Atlantic County) - Dean Natalie Devonish has been invited to join the board of the new community initiative IMROVE AC (I Must Prevent Reduce Overcome Violence Everyday/Everywhere). In partnership with AtlantiCare, the goal is to provide education and work opportunities as alternatives to violence. Atlantic Cape continues to partner with La Casa Dominicana, who will graduate over 45 students from their four entry level ESL classes. Additionally, Dr. Gaba recognized Bert Rosica in attendance, noting the Baseball team is giving back to the community by helping prepare more than 1,000 Thanksgiving meals for the disadvantaged in our community at the Atlantic City Rescue Mission.
- Community Engagement (Cape May County) - The Cape May County Prosecutor's Office held a seminar on "College Sexual Assault and Violence" on October 23 and a School Shooting Prevention Leadership Forum on November 13-14.
- Workforce Development - The Workforce Development's Title II grant, Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program, was the #1 performing consortium in the State based on contracted outcome measures. Bally's Casino Hotel has been a partner in this program since its inception and hires qualified dealers from this program.
- Professional Development - The Cape May Prosecutor's Office assisted Atlantic Cape's security team to train Cape May County faculty and staff on how to respond in an active shooter situation.

Secretary's Note-The President's monthly report is posted on the Board webpage under the Minutes section.

Inside the College

- Laura Batchelor, Executive Director of Marketing & College Relations, provided the Board with an update on targeted high school advertising.

VI. COMMENTS FROM THE PUBLIC

- Chairperson Mento called for comments from the public on agenda items.
- None noted.

VII. EXECUTIVE SESSION

- At 6:35pm, Trustee Money motioned to go into Executive Session, and Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS

Motion carried.

Secretary's Note: Regular Session resumed at 7:08pm.

VIII. CONSENT RESOLUTIONS

McAlister read the following consent resolutions.

Res. #33 Approve: Regular Session Minutes (October 22, 2019)

Res. #46 Executive Session

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

ROLL CALL:

ALL AYES
NO NAYS
ABSTENTIONS-

Motion carried.

IX. BUDGET REPORT

- Trustee Walsh reported under Resolution #2 – Regular Resolutions.

X. REGULAR RESOLUTIONS

Res. #2 FY19 Draft Financial Statement for twelve months ended June 30, 2019 as of November 14, 2019.

- Trustee Money motioned to approve Resolution #2, Trustee Torres seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS

Motion Carried.

Res. #34 FY20 Financial Statement for four months ended October 31, 2019.

– Trustee Walsh motioned to approve Resolution #34, Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #36

Award of Bids

Approve: Bid Ex. 841 Engineering Services, Sanitary Sewer Pump Station, The DaVinci Group, Woodbury, NJ, \$67,500.00 (not to exceed), Total \$67,500.00.

– Trustee Walsh motioned to approve Resolution #36, Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #81 Rev.

Tuition and Fees

Approve: Setting a tuition rate for courses taught on military premises commencing with the spring session FY 2020.

– Trustee Furman motioned to approve Resolution #81 Rev., Trustee Bumpus seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #38

Atlantic City Regional Leisure and Hospitality Career Initiative Grant

Approve: To submit an application to the State of New Jersey Department of Labor and Workforce Development for the Atlantic City Regional Leisure and Hospitality Career Initiative, requesting a grant of up to \$175,000 over the anticipated term of June 1, 2020 through May 31, 2021.

- Trustee Bumpus motioned to approve Resolution #38, Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #39

Hunger-Free Campus Grant Program

Approve: To submit an application to the New Jersey Office of the Secretary of Higher Education for the Hunger-Free Campus Grant Program for a grant of up to \$100,000 over the anticipated term of March 1, 2020 through Sept. 30, 2020.

- Trustee Bumpus motioned to approve Resolution #39, Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #40

**Amendment to Strengthening Career and Technical Education for the 21st Century Act Funds
("Perkins") Spending Plan**

Approve: To amend the Spending Plan of the Strengthening Career and Technical Education for the 21st Century Act ("Perkins") Grant incorporating an additional \$5,196.

- Trustee Bumpus motioned to approve Resolution #40, Trustee Furman seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #45

State of New Jersey Department of Labor and Workforce Development Upskill: NJ Incumbent Worker Training Grant

Approve: To submit an application to the State of New Jersey Department of Labor and Workforce Development's "Upskill: NJ Incumbent Worker Training Grants" program, requesting a grant of up to \$250,000 for a consortium application with hospitality companies in Atlantic and Cape May Counties over the anticipated term of April 1, 2020 – Feb. 28, 2021.

– Trustee Bumpus motioned to approve Resolution #40, Trustee Furman seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #42

Academy of Culinary Arts Faculty Association (ACAFA) Collective Bargaining Agreement

Approve: The agreement with the Academy of Culinary Arts Faculty Association (ACAFA) for the period of July 1, 2018 to June 30, 2022.

Res. #42A

Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP) Collective Bargaining Agreement

Approve: The agreement with the Atlantic Cape Community College Organization of Supervisory and Administrative Personnel (ACCCOSAP) for the period of July 1, 2018 to June 30, 2022.

Res. #42B

Supportive Staff Association of Atlantic Cape Community College (SSAACCC) Collective Bargaining Agreement

Approve: The agreement with the Supportive Staff Association of Atlantic Cape Community College (SSAACCC) for the period of July 1, 2018 to June 30, 2022.

Res. #42C

Teachers/Librarians/Counselors Association (TLC) Collective Bargaining Agreement

Approve: The agreement with the Teachers/Librarians/Counselors Association (TLC), for the period of July 1, 2018 to June 30, 2022.

Res. #43**Exempt Staff Salary Increases**

Approve: Payment of salary increases for all full-time Exempt Administrators and Support personnel.

Res. #44**Adjunct Pay Increase**

Approve: An increase to six hundred forty dollars (\$640.00) per credit for adjunct and six hundred seventy-five dollars (\$675.00) per credit for senior adjunct, respectively, effective January 2, 2020.

- Trustee Money motioned to approve Resolution #42-#44, Trustee Furman seconded.
- Trustee Walsh commented affirmatively regarding the adjunct rate increase.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #41**Annual Performance Evaluation and Compensation of Dr. Barbara Gaba**

Approve: To award Dr. Barbara Gaba's salary increase of two (2) percent from an annual salary of \$183,600 to \$187,272 beginning July 1, 2019 and that the President's supplemental unmatched pension contribution package includes an unmatched pension contribution in accordance with the contract.

- Trustee Bumpus motioned to approve Resolution #41, Trustee Money seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.

Res. #35**Personnel Action**

Appointments: **Carlos Alvalle**, Maintenance Mechanic II, Facilities Management effective December 3, 2019 at an annual salary of \$39,494; **Nina Brannigan**, Nursing Curriculum Coordinator, Nursing and Health Sciences effective November 27, 2019 at an annual salary of \$45,718; **Michelle Mastrangelo**, Purchasing Manager, Business Services effective December 16, 2019 at an annual salary of \$45,718; **Nigle Collins**, Assistant Professor, Mathematics one semester temp effective January 20, 2020 at a pro-rated

salary of 27,758; **Richard Perello**, Assistant Professor, Science one semester temp effective January 20, 2020 at a pro-rated salary of 27,758.

- Trustee Bumpus motioned to approve Resolution #35, Trustee Money seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #35A

Retirement Richard Collins

Retirement: **Mr. Richard Collins**, Corporal, Security, since March 16, 1998, effective February 29, 2020.

- Trustee Bumpus motioned to approve Resolution #35A, Trustee Money seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

Res. #35B

Retirement August Daquila

Retirement: **Mr. August Daquila**, Chief Business Officer, since July 1, 2014, effective February 29, 2020.

- Trustee Bumpus motioned to approve Resolution #35B, Trustee Money seconded.

ROLL CALL:

ALL AYES
NO NAYS
NO ABSTENTIONS
Motion carried.

XI. COMMITTEE REPORTS

- PERSONNEL AND BOARD DEVELOPMENT
 - There was no report under the Cunningham-Ruiz Bill.

XII. FOUNDATION REPORT

- Trustee Furman reported the following:
 - Atlantic Cape Community College and Rutgers University staff visited AtlantiCare Regional Medical Center in Atlantic City on Wednesday, October 30 for a meet-and-greet with Atlantic Cape alumni working for the local healthcare provider. Approximately 30 graduates as well as current Atlantic Cape Nursing students taking part in clinical training at the location stopped in to learn more about and join the Atlantic Cape Alumni Association and discuss further educational opportunities available at Atlantic Cape and Rutgers University. This event also served to celebrate Atlantic Cape’s 50th class to graduate from the Nursing program, which was developed in 1967 by Professor Ruth M. Lee, and has successfully produced 2,824 graduates.
 - The 2019 Women of Wonder League celebration was held on November 14 at the Flanders Hotel in Ocean City. A crowd of 200 people attended and paid tribute to three outstanding women from Cape May County: Karen Mahar, Ocean City Library Director; Shirley “Becki” Wilson, DRBA Commissioner and child advocate; and Stormy Freese, Microbiologist at the Cape May County Mosquito Department. The honorees shared their stories of success and commitment to the community. The event that raised \$10,700 for scholarships at Atlantic Cape Community College.
 - Giving Tuesday is December 3. Trustee Furman asked the Trustees to consider making an end of the year contribution in support of Atlantic Cape students and college projects such as the renovation of the baseball field. This is an online campaign coming to donors via email and text messages.
 - Sponsorships are available for the Restaurant Gala. Many thanks to Caesar’s Entertainment for their generosity. Borgata Casino and Spa as well as Petro Cohen Petro Matarazzo have confirmed sponsorship.

XIII. NEW JERSEY COUNCIL OF COUNTY COLLEGES (NJCCC)

- Trustee Furman congratulated Dr. Gaba who was voted to serve on NJCCC’s Executive board. NJCCC is made up of four trustees and three presidents from New Jersey’s 18 community colleges. After the next quarter meeting, Atlantic Cape will hold two of the seven seats on NJCCC Executive Board.
- NJCCC is lobbying Senators to make CCOG law with voting to occur during the lame duck session.

XIV. OTHER BUSINESS

- Trustee Torres reported that ACCT’s National Legislative Summit is February 9-12 in Washington D.C. Please contact Jean McAlister if you are able to attend.

XV. COMMENTS FROM THE PUBLIC

- Caesar Niglio thanked the Board for the contract settlements and then commented that he was sorry to see August Daquila go. He welcomed Mickey Trageser.
- The ACCCEA Annual Holiday Dinner is December 7 and Trustees are invited to attend. Donations from this event benefit the scholarship fund for Atlantic Cape students.
- Briar Gibbons, President of the Communication Council of the Alumni Association, reported that their upcoming fundraiser for alumni scholarships will be held on December 14 at Applebee's. All are invited to attend.
- Daquila thanked everyone for their kind words.

XVI. ADJOURNMENT

- At 7:34pm, Trustee Furman motioned to adjourn, Trustee Clemans seconded.

ROLL CALL:

ALL AYES

NO NAYS

NO ABSTENTIONS

Motion carried.