



Summary of Actions

Camden County College Board of Trustees

Meeting of September 5, 2017

Board Room/Otto R. Mauke Community Center

Blackwood, New Jersey

Grants, Contracts, and Gifts

The Board authorized the College to apply for the following grants:

- Up to \$1.2 million from the New Jersey Department of Labor and Workforce Development for the “Talent Development Centers: Building and Implementing Career Pathways in Key Industries” grant for 2018.
- \$162,000 from the New Jersey Department of Labor and Workforce Development for the “Opportunity Partnership” grant for 2018.

The Board authorized the College to accept the following:

- \$425,000 from the New Jersey Department of Education for FY2018 for the 21st Century Community Learning Centers STEM Scholars Program continuation grant.
- \$27,500 from the Camden County Workforce Development Board for the Community Work Experience Program with Job Skills Training Directly Related to Employment for General Assistance Clients for FY2018.
- \$20,000 from the Camden County Workforce Development Board for the Community Work Experience Program + English as a Second Language for General Assistance Clients for FY2018.
- \$75,000 from the Camden County Workforce Development Board for the Community Work Experience Program + English as a Second Language for FY2018.
- \$150,000 from the Camden County Workforce Development Board for the Community Work Experience Program with Job Skills Training Directly Related to Employment for FY2018.
- \$671,870 from the New Jersey Department of Labor and Workforce Development for the FY2018 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant.
- \$59,732 from the New Jersey State Council on the Arts for the Camden County Cultural and Heritage Commission @ CCC for FY2018.
- \$12,950 from the New Jersey Historical Commission for the County History Partnership Program for FY2018.

The Board authorized the College to apply for and accept the following:

- \$786,453 for the Carl D. Perkins Career and Technical Education Improvement Grant Award.

Termination of Programs

The Board authorized the termination of the following programs:

- Associate in Science in Liberal Arts & Science: Food Science Option (FDS.AS)
- Associate in Applied Science in ASL and English Interpreting (SLA.AAS)
- Certificate of Achievement in Educational Interpreter Training (EIT.CA)
- Certificate of Achievement in Homeland Security (HLS.CA)

Agreement with Cooper Medical School of Rowan University

The Board authorized an agreement with Cooper Medical School of Rowan University to lease up to forty parking spaces in the College's Camden Parking Garage for a one-year term of October 1, 2017 to September 30, 2018 for a minimum payment of \$57,600.

Agreement with the U.S. General Services Administration

The Board authorized the renewal of an agreement with the U.S. General Services Administration to lease sixteen parking spaces in the College's Camden Parking Garage for a term of five years commencing September 1, 2017 through August 31, 2022, at a rate of \$23,808 per year.

Facilities Use and Lease Agreement

The Board authorized an extension of a facilities use and lease agreement with Atlantic City Electric for the temporary usage of parking lots P21 and P22 off of Wilson Drive to house equipment and materials for the period August 1, 2017 through December 31, 2017 for a total of \$30,000.

Acceptance of Vehicles

The Board authorized the acceptance of the donation of two General Motors Vehicles (2015 Chevrolet Silverado and 2016 GMC Yukon) from the General Motors Donation program for use in the College's automotive technician training program.

Shared Services Agreement: Gloucester County Workforce Investment Board

The Board authorized a shared services agreement with the Gloucester County Workforce Investment Board as an Occupational/Educational Training Vendor for the period July 1, 2017 through June 30, 2019.

Fee Increase: The Center @ CCC

The Board authorized an increase in fees for The Center @ CCC from \$25 to \$30 per mini-course and from \$50 to \$75 for an unlimited season subscription.

Shared Services Agreement: County of Camden

The Board authorized a shared services agreement with the County of Camden for the renewal of the Camden County Surrogate's Office Internship Program for the period September 1, 2017 to August 31, 2018.

Non-Fair and Open Contract: PSX, Inc.

The Board authorized an agreement with PSX, Inc. to maintain the parking garage equipment in the College's Camden Parking Garage for a one year term of July 1, 2017 through June 30, 2018 for an anticipated amount of \$16,000.

Executive Committee Action

The Board authorized the Executive Committee of the Board to consider College business, to consult with the President and staff, and to provide direction and, if necessary, take appropriate action in the event of an emergency during the period in between Board meetings.

Special Counsel

The Board authorized a new contract with Schnader Harrison Segal & Lewis LLP as special counsel in the area of real estate and condominium law related to the College's health careers education facility of the joint health sciences center in Camden. The award of contract is on an as-needed basis at a rate of \$250 per hour for a not-to-exceed amount of \$16,000.

Bid/Contract Recommendations

Student Lifecycle Management Services

The Board rejected the bid submission for student lifecycle management services for a second time and authorized staff to attempt to negotiate terms acceptable to the College for a contract at a later date.

Instructional and Non-Instructional Laboratory and Medical Supply Catalogs II

The Board rescinded the bid for instructional & non-instructional laboratory & medical supply catalogs II, item #3 Bio-Tad online website catalog previously awarded to Johnson Scientific on behalf of the NJ County College Joint Purchasing Consortium and for CCC.

The College Board

The Board awarded a non-profit contract to The College Board for the Accuplacer test instrument in the anticipated two-year contract amount of \$120,000 with terms commencing on September 6, 2017 through August 31, 2019.

Electric Generation Supply Service

The Board authorized the College to procure electric generation supply service through the South Jersey Power Cooperative under Bid #A-15/2017 to South Jersey Energy Company for a 12-month term commencing with the September 2017 meter readings.

Refuse Removal Service

The Board awarded a contract for refuse removal services through the Camden County Cooperative Pricing System – Identifier #57-CCCPS to Waste Management of New Jersey, Inc. by the aforementioned third-year renewal contract in the anticipated amount of \$51,443.62 with terms commencing on or about September 1, 2017 to August 31, 2018.

Copy/Computer Paper & Envelopes

The Board awarded contracts to the vendors Office Basics, Inc., Paper Mart, and W.B. Mason for the procurement of copy/computer paper and envelopes through the CCCPS-Identifier #57-CCCPS contract in the anticipated amount of \$30,000 with terms commencing on September 1, 2017 through February 28, 2018 with an optional six-month renewal contract.

Fire Suppression System Inspection, Testing & Maintenance Services

The Board awarded and authorized the College to procure fire suppression system inspection, testing and maintenance services through the CCCPS-Identifier #57-CCCPS contract for the second year renewal contract to Advance Management Corp. in the anticipated amount of \$26,000 for the term commencing on or about September 1, 2017 through August 31, 2018.

Economic Modeling, LLC

The Board authorized the renewal of the College's contract through the NJCCC Joint Purchasing Consortium contract for the procurement of economic modeling program services (Career Coach) to Economic Modeling, LLC d/b/a EMSI in the anticipated contract amount of \$12,000 on an as-needed basis with terms commencing on or about September 7, 2017 through June 30, 2018 for the second year renewal of the contract.

Events Tent Rental & Installation

The Board awarded the negotiated submission for events tent rental and installation to L & A Tent Rentals, Inc. in the two-year negotiated contract total cost of \$69,000.

Personnel

Faculty Promotions

| | |
|---------------------|--|
| Elena Bogardus | Associate Professor to Professor |
| Gregory Brellochs | Associate Professor to Professor |
| Michael Colbert | Assistant Professor I to Associate Professor |
| Keith O'Shaughnessy | Associate Professor to Professor |

New Hires

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|----------------------------|---|
| Eileen McStravick-Collings | Biology Laboratory Technician – part-time Academic Affairs Effective September 11, 2017 |
| Debra Schultz | Regional Supervisor, Acting NJ Child Assault Prevention Grant Effective October 2, 2017 |

Reassignments/Transfers

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|-------------------|---|
| Kathleen Kane | From Executive Director of Human Resources, Acting To Executive Director of Human Resources Human Resources Effective September 11, 2017 |
| Crystal Killebrew | From Assistant Director of Human Resources, Acting To Assistant Director of Human Resources Human Resources Effective September 11, 2017 |
| Kaitlynn Shawaryn | From Temporary part-time Recruitment Specialist To Transfer Advisor Enrollment and Student Services Effective September 11, 2017 |
| Julie Yankanich | From Director of Communications, Acting To Director of Communications Institutional Advancement Effective September 11, 2017 |

Promotion

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|--------------|--|
| Teresa Smith | From Associate Professor To Assistant to the Vice President for Curriculum & Assessment Academic Affairs Effective September 11, 2017 |
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Separations

Fred Anderson
Junior Network Administrator
Office of Information Technology
Effective September 1, 2017

Michael Capelli
Instructor, Auto Technology
Academic Affairs
Effective December 31, 2017

Melvin Howell
Assistant Professor
Academic Affairs
Effective June 30, 2018

David Lane
Public Safety Officer
Public Safety
Effective July 31, 2017

Christine Webster
Professor
Academic Affairs
Effective August 29, 2017

Leaves

Tamara Dixon
B Secretary
Academic Affairs
Effective July 24, 2017 – October 16, 2017

Melanie Iannuzzi
Director of Student Recruiting, Acting
Enrollment and Student Services
Effective December 22, 2017 – October 1, 2018

Carol Rosarto
Student Advisor
Enrollment and Student Services
Effective July 17, 2017 – July 16, 2018

Markis Rouse
Coordinator of Facilities
Facilities
Effective August 28, 2017 – September 25, 2017

Government Services Division

Rescinding Resignation

Christopher Morris
Campus Safety Officer
Public Safety
Effective August 4, 2017

Leave

Susan Callodonato
Campus Safety Officer
Public Safety
Effective August 2, 2017 – October 25, 2017

Ratification of Executive Committee Actions

Architectural/Engineering Services

The Board awarded a contract pursuant to a publicly advertised competitive scope of services from the County of Camden Qualified Professionals for Architect and Engineering Services to NK Architects, PA for the procurement of Architectural/Engineering Services for a Science Laboratory at the William G. Rohrer Center for an amount up to \$37,180 with additional commissioning services hourly rates and reimbursable expenses as identified in the proposal.

Southern Learning Resource Center Project

The Board authorized the College to accept NJ State funds for a “Southern Learning Resource Center Project” grant program administered by the NJ Dept. of Education for 2017-2018 in the amount of \$1,358,355 during the period July 1, 2017 through June 30, 2018.

Event Tent & Installation

The Board rejected the bid submission for events tent rental and installation due to budgetary constraints and authorized the Manager of Purchasing to negotiate the contract at a later date.

NJEDge.Net

The Board awarded a non-profit contract award to NJEDge.Net for network connectivity in the anticipated amount of \$140,000 with terms commencing on July 1, 2017 through June 30, 2019.

Lease of Parking Garage Spaces

The Board authorized the renewal of an agreement with Rutgers University-Camden to lease up to 130 parking spaces for the first six months (July 1, 2017 through December 31, 2017) and 100 spaces for the last six months (January 1, 2018 through June 30, 2018) in the College’s Camden Parking Garage for a one year term for a minimum payment of \$124,200 representing an increase of \$16,200 from the prior annual period for both day and evening Rutgers students, staff, and event guest parking.

Wynters Wellness, LLC

The Board authorized an amendment to previously approved Resolution FY2017-84 to reflect that the contract with Wynters Wellness, LLC (for senior special recreational and leisure services for developmentally and physically challenged residents) be increased by \$10,000 for the amended total contract sum of \$35,000.

Engineering Services for Demolition & Asbestos Abatement of the Wilson Complex

The Board authorized the College to proceed and awarded a contract for the procurement of Engineering Design Services for the demolition of Wilson Hall West, Wilson Center, Wilson Hall East, and Wilson Annex buildings on the Blackwood Campus, to Pennoni Associates, Inc. in the anticipated total amount of up to \$68,175, including 1) \$59,075 for the subtotal consisting of bid preparation, asbestos and lead-based paint documentation, bidding and contract award assistance and construction administration, 2) estimate reimbursable expenses \$1,200, and 3) additional services \$7,900 for asbestos inspection/monitoring abatement with additional commissioning services hourly rates as identified in the proposal.

Janitorial Supplies – Poly Liners

The Board awarded and authorized the College to procure janitorial supplies/poly liners through the Camden County Cooperative Pricing System under its – Identifier #57-CCCPS under Bid #A-12/2017 to Calico Industrial Supply, LLC t/a Calico Intermediary in the anticipated amount of \$11,200 on an as-needed basis during the period of on or about June 1, 2017 through May 31, 2018.

HVAC Maintenance Services

The Board awarded and authorized the College to proceed with the renewal contract of Northeast Mechanical Services, Inc. for the HVAC Maintenance Services and Related Trade Services in accordance with their existing contract through the Camden County Cooperative Pricing System – Identifier #57-CCCPS in the anticipated amount of approximately \$702,905.55 for Base Bid A - HVAC, Base Bid B - Boilers and Base Bid C - Related Trade Service prices on an as-needed basis with terms commencing on July 1, 2017 through June 30, 2018 pursuant to the terms and conditions of the CCCPS contract.

Facilities Maintenance Services

The Board awarded and authorized the College to renew the current contract with Meridian Property Services, Inc. to procure facility maintenance services through the County Cooperative Pricing System under its Identifier #57 – CCCPS under Bid #A-16/2016 for the anticipated amount of \$250,160 commencing on July 1, 2017 through June 30, 2018.

Janitorial Services-CCC/CCTS

The Board awarded and authorized the College to renew the first of two one-year options with Pritchard Industries, Inc. for Janitorial Services through the County Cooperative Pricing System in the anticipated amount of \$1,170,000 for a term of July 1, 2017 through June 30, 2018.

County Apprenticeship Coordinator Grant

The Board authorized the College to accept funds awarded for the County Apprenticeship Coordinator grant program administered by the New Jersey Department of Labor and Workforce Development for FY2018 for the period July 1, 2017 to June 30, 2018 in the amount of \$20,000.

Our Lady of Lourdes School of Nursing

The Board authorized an agreement with the Our Lady of Lourdes School of Nursing for the purpose of continuing our nursing consortium agreement for a term of July 31, 2017 through July 30, 2020.

Papiano Gymnasium Floor

The Board authorized the procurement of time and material repair and refinishing of the Papiano Gymnasium floor to Classic Floor Finishing, Inc. in the anticipated contract amount of \$73,196.76.

Authorizing Facilities Use and Lease Agreement - Mainstage Center for the Arts

The Board authorized a facilities use and lease agreement with Mainstage Center for the Arts for use of the Dennis Flyer Theater for performances when the theater is not otherwise in use. Mainstage has agreed to pay a use fee of \$20,500 (\$1,708.33 per month) for the period September 1, 2017 through August 31, 2018.

Student Lifecycle Management Services

The Board rejected the bid submission for student lifecycle management services. The bid submission from Hobsons, Inc. is being rejected as non-compliant and an insufficient bid response.

Uniforms and Related Supplies

The Board awarded a bid contract for Uniforms and Related Supplies for Technical Institute of CCC Adult Classes to Discount Uniform in the anticipated amount of \$27,765 on an as-needed basis with terms commencing on August 1, 2017 through July 31, 2018.

Bookstore Operation & Management (Blackwood & Cherry Hill)

The Board authorized the New Jersey County College Joint Purchasing Consortium contract for Bookstore Operation and Management (Blackwood & Cherry Hill) to Barnes & Noble Education, Inc. d/b/a Barnes & Noble College Booksellers, LLC on a revenue-generating auxiliary service contract with terms commencing on August 1, 2017 through June 30, 2022.

Shredding Services

The Board awarded and authorized the College to award a contract to procure records shredding services through the CCCPS to AcuShred, Inc. in the anticipated amount of \$5,000 on an as-needed basis with terms commencing on or about July 1, 2017 through June 30, 2018 with an optional second year renewal.

Records Storage Services

The Board awarded and authorized the College to procure off-site records storage services through the CCCPS to GRM Information Management Systems in the anticipated amount of \$.16 storage price per cubic foot per month for contract terms commencing on January 1, 2017 through December 31, 2017.

Personnel Recommendations

New Hires

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|-----------------|--|
| Carolee Baerman | Circulation Assistant Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |
| Kathy Duffy | Instructional Materials Technician Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |
| MaryAnn Joseph | Special Education Consultant Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |
| Judi Kibelstis | Education Planner Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |
| Julie Kratchman | Manager Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |
| Lori Lenox | Librarian – Information Literacy Academic Affairs Effective July 10, 2017 |
| Teresa McKillop | Circulation Assistant Southern Regional Learning Resource Center Project Grant Effective July 3, 2017 |

Paul Smalls Director, EOF Program
Enrollment and Student Services
Effective July 10, 2017

Jason Verdone Van Consultant
Southern Regional Learning Resource Center Project Grant
Effective July 3, 2017

Alexis Woodward Preschool Special Education Consultant
Southern Regional Learning Resource Center Project Grant
Effective July 3, 2017

Reassignments/Transfers

Frank Caranci From Business Services Associate, Acting
To Business Services Associate
Auxiliary Services
Effective August 7, 2017

Eric Davis From Web Specialist, Acting
To Web Specialist
Communications and Development
Effective August 7, 2017

Jessica Rein From Temporary part-time Enrollment Services Associate
To Enrollment Services Associate, part-time
Enrollment and Student Services
Effective July 3, 2017

Elizabeth Rodriguez From Program Manager, Acting
To Program Manager
Academic Affairs
Effective September 11, 2017

Nicholas Siniari From Adult Basic Skills Language Arts Instructor, Acting
To Adult Basic Skills Language Arts Instructor
Academic Affairs
Effective July 3, 2017

Promotion

Julia Amadio From Scheduling Planner & Analyst
To Coordinator of Enrollment Systems
Enrollment and Student Services
Effective July 10, 2017

Separations

Colin Bitter Librarian Systems/Web Services
Academic Affairs
Effective July 6, 2017

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| Ronald Colomy | Programmer/Analyst Office of Information Technology Effective July 28, 2017 |
| Madison Gregory | Permanent part-time Advisor, Acting Enrollment and Student Services Effective July 10, 2017 |
| Melvin Howell | Assistant Professor II Academic Affairs Effective June 30, 2018 |
| Shani Johnson | Adult Basic Skills Program Language Arts Instructor, Acting Academic Affairs Effective June 30, 2017 |
| Monica Neuber | Office Assistant Business Office Effective June 9, 2017 |
| Eileen Watson | C Secretary/Customer Service Representative Office of Information Technology Effective August 31, 2017 |

Leaves

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|----------------|---|
| William Lavell | Interim Dean, Acting – Math, Science & Health Careers Academic Affairs Effective May 27, 2017 – June 12, 2017 |
| Kathy Longwith | Administrative Associate Media Relations Effective July 17, 2017 – October 9, 2017 |
| Markis Rouse | Coordinator – Facilities Facilities Effective June 6, 2017 – August 29, 2017 |

Government Services Division

Reassignments/Transfers

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|----------------|---|
| Natasha Baker | From Permanent part-time Campus Safety Officer To Full-time Campus Safety Officer Public Safety Effective August 7, 2017 |
| Leonard Butler | From Permanent part-time Campus Safety Officer To Full-time Campus Safety Officer Public Safety Effective August 7, 2017 |

Salvatore DelPalazzo
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective July 10, 2017

Erin Stafford
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective July 10, 2017

Constantino Tassi
From Temporary part-time Campus Safety Officer
To Permanent part-time Campus Safety Officer
Public Safety
Effective July 10, 2017

Leaves

Stephen Bryant
Campus Safety Officer
Public Safety
Effective June 7, 2017 – August 30, 2017

Steven Serrano
Campus Safety Officer
Public Safety
Effective June 27, 2017 – September 19, 2017

Separations

Debra Bender
Campus Safety Officer
Public Safety
Effective July 6, 2017

Samantha Brodsky
Campus Safety Officer
Public Safety
Effective May 25, 2017

Brett Fischer
Campus Safety Officer
Public Safety
Effective July 5, 2017

Mark Germscheid
Campus Safety Officer
Public Safety
Effective July 5, 2017

Isaiah Lewis
Campus Safety Officer
Public Safety
Effective June 14, 2017

Brianna Mariner
Campus Safety Officer
Public Safety
Effective June 20, 2017

Christopher Morris
Campus Safety Officer
Public Safety
Effective August 4, 2017

Rubi Rivera
Campus Safety Officer
Public Safety
Effective August 4, 2017

Matthew Trant
Campus Safety Officer
Public Safety
Effective August 6, 2017

Marcus Williams
Campus Safety Officer
Public Safety
Effective June 11, 2017

Jacob Velazquez
Campus Safety Officer
Public Safety
Effective June 9, 2017

Andre Wright
Campus Safety Officer
Public Safety
Effective May 17, 2017

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