

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, October 28, 2025 at 6:00 p.m. at the Charles D. Worthington Atlantic City Campus, Room 204, at 1535 Bacharach Boulevard, Atlantic City, 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

I. Honorary Resolutions

Res. No.	Description	Committee
Res. #38B	<i>Acknowledge:</i> the retirement of Nina Brannigan , Assistant Professor and Department Chair of Practical Nursing, Nursing and Health Science, effective January 1, 2026.	Personnel & Board Development

II. Report of the President

- a. Inside the College – “Student Government Association (SGA)”

- III. *Call to order - Executive Session – discussion of personnel, litigation, anticipated contracts and matters of attorney-client privilege
- IV. Comments from the Public on Agenda Items**Resolutions

V. Consent Resolutions

Res. No.	Description	Committee
Res. #36	<i>Approve:</i> Regular Session Minutes (September 23, 2025).	
Res. #38	<i>Approve: Appointments:</i> Jacquelyn Daugherty , appointed to the position of Confidential Assistant, President's Office, effective November 3, 2025, at an annual salary of \$50,000; Jessica Ellis , appointed to the position of Assistant Professor of Nursing, Nursing and Health Science, effective November 10, 2025 at an annual salary of \$64,377; Jessica Gustafson , appointed to the position of Mental Health/Basic Needs Specialist, Center for Student Success, effective November 3, 2025, at an annual salary of \$43,621; <i>this is a grant funded position scheduled to end on or before June 30, 2026.</i> <i>Promotions:</i> Dylan Favretto , to the position of Help Desk Manager, Information Technology Services, effective November 3, 2025, at an annual salary of \$54,341.	Personnel & Board Development
Res. #38A	<i>Acknowledge:</i> the retirement of JoAnna Johns , Assistant Professor, Nursing and Health Science, effective January 1, 2026.	Personnel & Board Development

Res. No.	Description	Committee
Res. #38C	<i>Approve:</i> the revisions Policy No. 400 <i>Acceptable Use of Technology</i> and Policy No. 500 <i>Administrative Responsibility</i> ; and the reaffirmation of Policy No. 513 <i>Institutional Review Board (IRB) Compliance</i> .	Personnel & Board Development
Res. #39	<i>Approve:</i> Bid Exempt 1228-Rev. Library Resources Subscription Renewal, Institutional Funds and Perkins Grant Funds (Partially Grant Funded), VALE-NJ (NJ Edge), Newark, NJ, \$44,446.17; Bid Exempt 1124-Rev. Career Exploration Software License (Career Coach), Renewable Energy Grant & Institutional Funds (Partially Grant Funded), Ocean Casino Resort, Atlantic City, NJ, \$50,000.00 (not to exceed); Bid Exempt 1241 HVAC Preventive Boiler Maintenance Services, Institutional Funds, Northeast Mechanical Services, Inc., Sewell, NJ, \$19,916.50; Bid Exempt 1242 IBM Equipment Maintenance, Institutional Funds, Ocean Computer Group, Inc., Matawan, NJ, \$32,579.46; Total: \$146,942.13.	Budget, Finance & Audit
Res. #40	<i>Approve:</i> termination of the Health Information Technology, A.A.S. degree effective, Fall 2025.	Academic & Student Affairs
Res. #42	<i>Approve:</i> the authorization of a procurement of an annual expenditure for HVAC Services with Edward R. Woods for FY26 is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #43	<i>Approve:</i> the authorization of a procurement of an annual expenditure for tent rental and related equipment with Petrosh Big Top Tent for FY26 is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #44	<i>Approve:</i> the authorization of a procurement of an annual expenditure for consulting services with Mullins Consulting for FY26 is expected to exceed \$17,500.	Budget, Finance & Audit
Res. #41	<i>Approve:</i> the application and, if awarded, accept up to \$650,000 over the grant term from the New Jersey Department of Labor and Workforce Development (NJDOL) for the Pre-Apprenticeship in Career Education (PACE) Grant Program.	Budget, Finance & Audit
Res. #7-Rev.	<i>Approve:</i> the application and, if awarded, accept \$1,125 over the term of the grant from the New Jersey Council of County Colleges for the Mental Health and Wellness Mini-Grant program.	Budget, Finance & Audit

Res. #45 Executive Session

VI. Budget Report

VII. Regular Resolutions

Res. No.	Description	Committee
Res. #2	FY25 Draft Financial Statement for twelve months ended June 30, 2025 as of October 6, 2025.	Budget, Finance & Audit

Res. No.	Description	Committee
Res. #37	FY26 Financial Statement for three months ended September 30, 2025.	Budget, Finance & Audit
Res. #39A	<i>Approve: Bid Exempt 1243 Building-A Leak Repair, R&R Funds and Institutional Funds, Kisby Lees Mechanical LLC, Atlantic City, NJ, \$21,713.38. Total: \$21,713.38</i>	

VIII. Committee Reports: Discussion/Questions

a. P&BD- Cunningham Ruiz Bill

IX. Report of the Atlantic Cape Foundation

X. Report of the NJ Council of County Colleges

XI. Other Business

XII. Comments from the Public

XIII. Adjournment

*Matters may be discussed in a trustee session closed to the public

**Formal action may be taken by trustees