

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 the regular meeting of the Board of Trustees was provided in the following manner:
- On February 22, 2026, the rescheduling of the February 24, 2026 regular meeting to February 25, 2026 in light of inclement weather was emailed to the clerks of Atlantic and Cape May Counties, and the clerks of the Board of Commissioners of Atlantic and Cape May Counties, and all parties who request such notices and posted on the Public Notices page on the Atlantic Cape website.

II. FLAG SALUTE

- Chairperson Money asked everyone to rise for the flag salute.

III. ROLL CALL

- McAlister provided a roll call for Board members and marked others in attendance on the telephone.

Board Members:

- ✓ Ellen Byrne (phone; left 7:17 p.m.)
- ✓ Flora Castillo
- ✓ Christina Clemans
- ✓ Dr. Thomas Dawson
- ✓ Dr. Judith DeStefano (phone)
- ✓ Ambrose Gray (phone)
- ✓ Dr. Harvey Kesselman
- ✓ Monica Kyle
- ✓ Priya Momi
- ✓ Daniel Money
- ✓ Donald Parker
- X Barbara Stafford-Jones
- ✓ Maria Ivette Torres (phone)
- X Brigitte White

Legal Counsel:

- X Will Donio, Esq.

Public in Attendance:

- ✓ Bonnie Lindaw, Atlantic County
Chief Financial Officer

Guests:

- ✓ Harvey Coccozza, Auditor, Ford, Scott
& Associates
- ✓ Bill Blaney, Esq., Blaney, Donohue &

College Personnel:

- ✓ Dr. Barbara Gaba, President
- ✓ Laura Batchelor, Chief Marketing Officer
- X Lizbeth Castro-James, Director of Worthington Atlantic City
Campus & Community Outreach
- ✓ Dr. Natalie Devonish, Vice President of Student Affairs and
Enrollment Management
- ✓ Leslie Jamison, Chief Financial Officer
- ✓ Dr. Josette Katz, Senior Vice President, Academic Affairs
- ✓ Jean McAlister, Chief of Staff and Chief Advancement Officer
- ✓ Krista McConnell, Director of Cape May County Campus &
Community Outreach
- ✓ Dr. Vanessa O’Brien-McMasters, Vice President, Institutional
Effectiveness and Chief Strategy Officer
- ✓ John Piazza, Chief Information Officer
- ✓ Dominic Sambucci, Chief Business Officer

Faculty and Staff in Attendance:

- ✓ Rosemary Reidy, Executive Assistant, Office of the President
& Board of Trustees
- ✓ Sherwood Taylor, Dean of Workforce Development, College
and Career Pathways
- ✓ Chris Vallese, Technical Solutions Engineer

Weinberg P.C.

IV. CALL TO ORDER

- Chairperson Money called the meeting to order at 6:00PM on February 25, 2026 at the Cape May County Campus.

Opening Remarks:

- Chairperson Money congratulated Trustee Rev. Dr. Thomas Dawson for his honor from Hamilton Township for community engagement through SOAR Church; and also mentioned Trustee Clemans and Foundation Board Trustee Emeritus Bob Mullock attended the Cape May County Chamber of Commerce February Luncheon, where Dr. Gaba spoke with the new Lt. Governor, Dr. Dale Caldwell.
- Lastly, Chairperson Money noted that Dr. Gaba was a panelist at the Association of Community College Trustees New Trustee Academy held during the Annual National Legislative Summit (NLS) in Washington, D.C.

V. President's Report

- Dr. Gaba discussed featured stories including grant updates, a trustee spotlight, faculty and leadership spotlights, athletics, student engagement activities, community outreach in Atlantic and Cape May counties, the Cape May County bizHub, and recruitment events.
- Sherwood Taylor, Dean of Workforce Development, College and Career Pathways, presented on “Workforce Development (Part II) – Internships and Career Connections”.

VI. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

- No comments from the public on agenda items.

VII. Motion to Accept: Draft FY 2025 Annual Comprehensive Financial Report.

- Mr. Coccozza reported that the audit resulted in an unmodified or “clean” audit opinion. He reviewed the audit processes and some of the fiscal impacts on the college.
- Mr. Coccozza complimented Leslie Jamison, Chief Financial Officer, and her staff in Finance and Financial Aid for their work during the audit process, and other College departments for their contributions of requested documentation in a timely manner.
- Trustee Castillo motioned to accept the FY 2025 Annual Comprehensive Financial Report; Trustee Parker seconded. Motion carried.

VIII. EXECUTIVE SESSION

- At 6:43 PM, Chairperson Money requested to go into Executive Session to discuss personnel, litigation, anticipated contracts and matters of attorney-client privilege; Trustee Parker motioned; Trustee Castillo seconded. Motion carried. *Secretary's Note: regular session was called back to order at 7:17 PM.*

IX. CONSENT RESOLUTIONS

- McAlister read the following consent resolutions.

Res. #77 Regular Session Minutes (January 29, 2026).

Res. #77A Special Regular Session Minutes (January 23, 2026).

Res. #3E-Rev.

Memorandum of Agreement

To approve the Memorandum of Agreement (MOA) in effect for benefits year 2026 to compensate employees who waive their New Jersey School Employees Health Benefit Program (SEHBP) insurance and/or the College's Health Insurance Provider.

Res. #85

Mays Landing Campus Designation as a Reunification Site in support of Atlantic County's K-12 Parent-Student Reunification Plan

To approve the participation in Atlantic County's K-12 Parent-Student Reunification Plan as a Reunification Site.

Res. #89

Policy Update

Policy No. 206 *Student Governance*

To approve the revisions to Policy No. 206 Student Governance.

Res. #89A

Policy Reaffirmation

Policy No. 603 *Funds of Student Organizations*

To approve the reaffirmation to Policy No. 603 *Funds of Student Organizations*.

Res. #89B

Policy Adoption

Policy No. 507 *Arrangements with Third-Party Providers*

To approve the adoption to Policy No. 507 *Arrangements with Third-Party Providers*.

Res. #81

**Artificial Intelligence and Machine Learning Option
in Computer Programming, A.A.S.**

To approve the offering the Artificial Intelligence and Machine Learning Option, Computer Programming, A.A.S. effective Fall 2026.

Res. #80

Award of Bids

Number	Item and Vendor Information	Amount
Bid Exempt #1261	Microsoft Campus Licenses Institutional Funds	\$69,948.92
	Software House International (SHI) Somerset, NJ	
Bid Exempt #1262	Environmental, Health, and Safety Compliance Professional Services Institutional Funds	\$27,125.00
	Partner Engineering and Science Asbury Park, NJ	
Bid Exempt #1263	Bonfire Strategic Sourcing Platform Renewal Institutional Funds	\$19,712.16
	Euna Solutions Sandy Springs, GA	
Bid Exempt #1264	Online Reporting Computer Platform Digital Equity Training Program (Grant Funded) Center for Workforce Innovation – Renewable Energy (Grant Funded) Institutional Funds	\$75,000.00 (not to exceed)
	AGS Data Systems Hudson, WI	
Bid Exempt #1266	Dell PowerEdge Server ProSupport Renewal Technology Replacement Reserve Fund	\$21,329.70
	Ocean Computer Group, Inc. Tinton Falls, NJ	
	Total:	\$213,115.78

Res. #82

**Authorization of the Procurement of Software as a Service (SaaS) Platform Services for
Advertisement of Events and Virtual Tour Services
Concept3D, Inc.
Denver, CO**

To approve the authorization of a procurement for Software as a Service (SaaS) Platform Services for advertisement of events and virtual tour services with Concept3D Inc. for FY26 which may exceed \$17,500.

Res. #88

**Authorization to Execute the Third Amendment to the Bookstore Operating Agreement with
Follett Higher Education Group, LLC
Chicago, IL**

To approve the authorization of the execution of the Third Amendment to the Bookstore Operating Agreement with Follett Higher Education Group, LLC, effective March 1, 2026 through October 1, 2030.

Res. #84

**Amendment to Strengthening Career and Technical Education for the 21st Century Act Funds
(Perkins V Grant FY26)**

To approve the amendment of the Spending Plan of the Strengthening Career and Technical Education for the 21st Century Act (Perkins V Grant).

Res. #87

**Achieving the Dream (ATD)
Transforming Community College Education Through the Humanities Initiative**

To approve the application and, if awarded, to accept \$150,000 over three years from Achieving the Dream (ATD) for the Transforming Community College Education Through the Humanities initiative.

Res. #90 Executive Session.

- Trustee Castillo motioned to approve the Consent Resolutions; Trustee Parker seconded. Motion carried.

X. BUDGET REPORT

- Trustee Kyle reported under Resolution #2 and Resolution #78 – Regular Resolutions.

XI. REGULAR RESOLUTIONS

Res. #2 FY25 Financial Statement for twelve months ended June 30, 2025.

- Trustee Kyle stated the following:
 - This is the final report, no changes from the prior draft.
- Trustee Castillo motioned to approve Resolution #2; Trustee Kyle seconded. Motion carried.

Res. #78 FY26 Financial Statement for seven months ended January 31, 2026.

- Trustee Kyle stated the following:
 - As of January 31, 2026, the College has earned 81.8% of budgeted revenues and expended 61.1% of budgeted expenditures.
 - In total, revenue is tracking 3.9% higher than the same time last year, while expenses are -0.5% lower, and the net margin is 16.8% above the prior year.
 - Salaries and benefits are tracking 2.0% more than prior year to date amount. This is mostly due to the 32% increase in healthcare for the month of January.
 - Management has put into place strategies designed to mitigate increasing healthcare costs and thus anticipates to staying within the FY2026 margin.
- Trustee Castillo motioned to approve Resolution #78; Trustee Dawson seconded. Motion carried.

Res. #79 to approve FY 2026-2027 revenue budget contingent on the Board of School Estimate approval of county appropriations of \$8,621,346 for the college's fiscal year 2026-2027.

- Trustee Kyle read the resolution in its entirety including that this year's county appropriations is \$8,621,346 for the college's fiscal year 2026-2027 and that the \$431,288 fund balance transfer is one million dollars less than the FY26 request.

- Trustee Parker motioned to approve Resolution #79; Trustee Castillo seconded. Motion carried.

Res. #83 to approve Tuition and Fee Schedule for FY 2027.

- Trustee Kyle stated the following:
 - There is a \$17.50 tuition and fee increase for general and online credits, with culinary tuition and fees remaining level.
 - Radiology and Aviation per credit increases will be presented at a subsequent board meeting for approval.
 - New for FY27 (beginning Fall 2026) is a Textbook Access Fee of \$26.00 per credit.
 - Focused on student success, this fee is financial aid eligible and provides students with their required textbooks (print and/or digital) from the beginning of the semester to help ensure preparedness from the start of the course.
 - Students may opt out of the fee. Nursing and dual courses are excluded. This program is offered in partnership with Follett.

- Trustee Castillo motioned to approve Resolution #83; Trustee Kesselman seconded. Motion carried.

Res. #86 to approve the submission of the list of renovations and upgrades for funding from the Chapter 12 FY 2027 allocation at a sum not to exceed \$4,598,400.

- Trustee Kyle stated the following:
 - The allocation between campuses is as follows:
 - Mays Landing- \$2,048,400
 - Atlantic City \$2,000,000
 - Cape May \$550,000
- Trustee Dawson motioned to approve Resolution #86; Trustee Kesselman seconded. Motion carried.

XII. COMMITTEE REPORTS

PERSONNEL AND BOARD DEVELOPMENT

- Trustee Dawson: no report.

XIII. FOUNDATION REPORT

- Trustee Momi stated the following:
 - The restaurant gala is on March 12; the annual event provides scholarships for students in the Academy of Culinary Arts and Hospitality, and raffle proceeds fund an emergency fund, speaker series and TedTalk events, professional development program for faculty and staff, and faculty initiatives.

XIV. REPORT OF THE NJ COUNCIL OF COUNTY COLLEGES

- Dr. Gaba reported the NJCCC coordinated our participation in the National Legislative Summit (NLS) held annually in Washington, DC. The Summit brings together delegations from across the country.
- Our NJ delegation was comprised of more than 50 community college students, alumni, trustees, presidents, and leaders from 13 community colleges who met with the state's Congressional Delegation on Capitol Hill. Together, our delegation ensured that the voices of NJs students and communities were represented in federal policy conversations. Atlantic Cape had the opportunity to meet with Congressman Jeff Van Drew.

- Lastly, Dr. Gaba reported the Council has submitted the FY27 State Budget Request to the new treasurer on Jan 21st. The Gov is expected to release her budget message on March 10 and the Council will continue to advocate for our budget priorities.

XV. OTHER BUSINESS

- Trustee Parker provided a brief update on the Presidential Search Committee.

XVI. COMMENTS FROM THE PUBLIC

- No comments from the public.

XVII. ADJOURNMENT

- At 7:35 PM, Trustee Castillo motioned to adjourn the meeting; Trustee Parker seconded. Motion carried.