



**MEETING OF THE  
NEW JERSEY COUNCIL OF COUNTY COLLEGES  
MONDAY, NOVEMBER 20, 2023 – 5:00 P.M.  
MIDDLESSEX COLLEGE  
2600 WOODBRIDGE AVE., EDISON, NJ  
WEST HALL, PARKVIEW ROOM ATRIUM**

**AGENDA**

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Networking, Presentations, and Dinner 5:00 - 6:00 P.M.

Recognition of Mary Zimmermann, Chair of the Council

Community College Highlights: Innovative Practices  
Barbara Gaba, Atlantic Cape; Frederick Keating, Rowan College of South Jersey

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**BUSINESS MEETING (6:00 P.M.)**

**I. WELCOME**

1. Meeting Called to Order - Reading of Public Announcement
2. Introductions and Announcements – Chair Mary Zimmermann
3. NJCCC President’s Updates

**II. COUNCIL ELECTION**

4. ACTION: Election of Officers for 2023-2024\* (*pg. 3*)
  - A. Trustee Nominations – Chair, Vice Chair, and Two Trustee At-Large Members
  - B. President Nominations – Secretary, Treasurer, and President At-Large

**III. BUSINESS**

5. ACTION: Adoption of Organizational Resolutions Including Council Meeting Dates, Designation of Official Newspapers, Authorized Depositories, Appointment of Legal Counsel and Auditor\* (*pg. 4*)
6. ACTION: Approval of Minutes\* (*pg. 6*)
  - A. September 11, 2023 Executive Committee Meeting
  - B. September 18, 2023 Council Meeting

C. October 16, 2023 Executive Committee Meeting

7. ACTION: Acceptance of Council Financial Statements\* (*pg. 12*)

A. September 2023

B. October 2023

8. Report on Temporary Investments\* (*pg. 14*)

#### IV. **STRATEGY**

9. State Policy Agenda and Budget Request

- Adoption of the State Policy Agenda\* (*pg. 15*)
- Adoption of the FY2025 State Budget Request\* (*pg. 34*)
- Discussion: Strategy in Support of the State Policy Agenda and Budget Request

10. Committee Updates

- State and Federal Policy
  - Priorities During Lame Duck Session
- Collaboration/Operations Committee
  - Chapter 12 Update

11. Workforce Consortium Update

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\*Attachments

**MEMORANDUM**

**TO:** NJCCC Members

**FROM:** Aaron Fichtner

**SUBJECT:** Election of Officers

**DATE:** November 20, 2023

The Council Nominating Committee comprised of Barbara Horl (Brookdale), Bakari Lee (Hudson), and Dennis Marco (Passaic) has nominated the following slate of officers:

Sheetal Ranjan (Bergen) – Chair  
Jessica Stewart (Camden) – Vice Chair  
Dot Hall (Salem) – Executive Committee Member  
Mary Zimmermann (Union) – Executive Committee Member

The Presidents Nominating Committee comprised of Barbara Gaba (Atlantic Cape), Anthony Iacono (Morris), and Jon Connolly (Sussex) has nominated the following slate of officers:

Michael Gorman (Salem) – Secretary  
Frederick Keating (RCSJ) – Treasurer\*  
Anthony Iacono (Morris) – Executive Committee Member

\*New member

**ORGANIZATIONAL RESOLUTIONS INCLUDING COUNCIL  
MEETING DATES, DESIGNATION OF OFFICIAL NEWSPAPERS, AUTHORIZED DEPOSITORIES,  
APPOINTMENT OF LEGAL COUNSEL AND AUDITOR**

- A. The Council shall hold regular meetings, until the next organizational meeting, on the following dates.

Monday, March 18, 2024

Middlesex College, West Hall, Parkview Room, Edison, N.J.

Tuesday, June 11, 2024 at 11:00 am

Atlantic City, NJ (Location TBD)

Monday, September 23, 2024

Middlesex College, West Hall, Parkview Room, Edison, N.J.

Unless otherwise modified by resolution of the Council, the regular public meetings shall commence at 6:00 p.m. and shall be held at the locations listed above.

The next organizational meeting of the Council will take place on Monday, November 18, 2024 (Middlesex College, West Hall, Parkview Room, Edison, N.J.).

- B. Except as hereinafter provided, notice of special or rescheduled meetings of the Council Board shall be posted 48 hours in advance at the following location:

The Council website

- C. The following two newspapers are designated official newspapers for the publishing of all legal notices of the Council:

The Trenton Times and the Trentonian

- D. Within 7 days of adoption of this resolution, the annual schedule of regular meetings of the Council shall be mailed to the above newspapers, filed with the Secretary of State and posted on the Council website. Advance notice of special and rescheduled meetings of the Council shall also be mailed to the above newspapers, filed with the Secretary of State and posted on the Council website.

- E. Any person may request in writing that the Council mail to him/her a copy of the annual schedule of regular meetings of the Council and/or advance written notice of special or rescheduled meetings of the Council. Upon prepayment by such person of the applicable fee hereinafter set forth, such annual schedule and/or advance notices shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at midnight, December 31st of the current year, subject to renewal thereafter upon the filing of a new written request to the Council, together with prepayment of the applicable fee. Notices requested by news media shall be mailed to one representative of such media free of charge.

SCHEDULE OF MAILING FEES

For copy of annual schedule of regular meetings and revisions thereto  
.....\$10

For advance written notice of all special or rescheduled meetings during the calendar  
year.....\$20

- F. All advance written notices referred to in this resolution of special or rescheduled meetings of the Council, shall to the extent known include: (a) the agenda, and (b) those matters upon which formal action may be taken.
- G. The following depositories and brokerage accounts are authorized for deposit and investment of Council funds: Spencer Savings Bank, New Jersey Cash Management Fund, and TIAA- Cref Trust Company.
- H. The law firm of DeCotiis, FitzPatrick, Cole, & Giblin of Teaneck, NJ is appointed as legal counsel of the New Jersey Council of County Colleges for the period ending December 31, 2024, subject to the right of the Council to terminate the appointment at any time.
- I. The accounting firm of Suplee, Clooney, and Company, Westfield, NJ is appointed as accountants for the New Jersey Council of County Colleges for the period ending December 31, 2024, subject to the right of the Council to terminate the appointment at any time.

**MEETING OF THE EXECUTIVE COMMITTEE  
NEW JERSEY COUNCIL OF COUNTY COLLEGES  
SEPTEMBER 11, 2023 at 2:00 PM  
VIA ZOOM**

**ATTENDEES:** Mary Zimmermann, Union (chair); Barbara Gaba, Atlantic Cape; Sheetal Ranjan, Bergen; Jessica Stewart, Camden; Tony Iacono, Morris; Dot Hall, Salem; Michael Gorman, Salem.

**MINUTES**

**1. Approval of Minutes- August 7, 2023\***

By motion of Tony Iacono, and seconded by Mike Gorman, the minutes of the August 7, 2023 Executive Committee meeting were approved without amendment.

**2. Review of Council Financial Statements – July and August 2023**

By unanimous consent, the July and August 2023 financial statements were accepted by the Executive Committee.

**3. Contract to Porzio Government Affairs for Strategic Consulting\***

Fichtner reviewed Porzio's proposal to the single source RFP. The contract for the coming year will be in the amount of \$50,000. This is down from the \$95,000 in previous years. Fichtner and Heidkamp are going to draft a scope of work to become a part of the formalized contract to clearly identify roles and expectations. The full contract will be brought back to the Executive Committee at their October 16<sup>th</sup> meeting for their review and consideration.

**4. State Policy Update**

- **State Policy Agenda-** Fichtner reported that a draft policy agenda was shared with the presidents at their last meeting. Presidents are working in groups to flesh out the draft in more detail. The finalized draft will be shared with the Executive Committee at their next meeting, followed by full Council approval this Fall.
- **Legislative Update-** Fichtner highlighted the Fiscal Monitoring of Public Institutions of Higher Education. The Governor signed the law in July. The Office of the Secretary of Higher Education has been open and welcoming to the input the Council as provided as they write the regulations. Once the regulations are drafted, we will have the opportunity to comment on them.
- **Initial Discussion of State Budget Request-** Fichtner reported the outcome of the preliminary discussions that came out of the September presidents' meeting. The

presidents were of the consensus that the state budget request this year should be for an investment into the Workforce/non-credit programs. The Executive Committee members agreed with this strategy. The Collaborations/Operations Committee will be meeting to draft the request for consideration by the full Council at their November meeting.

**5. Review of September 18, 2023 Council Meeting**

Fichtner reviewed the following Council agenda with the Executive Committee:

Welcome and Presentation of Community College Highlights and Trustee Spotlight Award

**Discussion Items**

FY2024 State Budget Update

College Updates – Successes and Innovations

Council Priorities for FY2024

- Modernization of Governmental Affairs

State Policy Update

- State Policy Agenda
- Legislative Update
- Initial Discussion of State Budget Request

Review of 2023-2024 Council Meetings and Events

Council Committees – Membership and Priorities

Trustee Leadership Academy Update

**6. Executive Session-** the Council staff left the meeting for Executive Session.



NEW JERSEY COUNCIL OF COUNTY COLLEGES
MONDAY, SEPTEMBER 18, 2023
MIDDLESEX COLLEGE
2600 WOODBRIDGE AVE., EDISON, NJ 08818
(WEST HALL, PARKVIEW ROOM)

MINUTES

I. WELCOME

1. Meeting was Called to Order at 6:30 p.m. - Reading of Public Announcement

In compliance with the Open Public Meetings Act of the State of New Jersey, advance notice of this Public Meeting of the Council was provided on December 8, 2022 by posting written notice of this meeting on the Council website and by transmitting the meeting notice to The Trenton Times, The Trentonian, and to the Secretary of State.

ATTENDEES:

Table with 4 columns: College, President, Board Chair, Board Alternate/Other Trustees. Lists attendees for various NJ counties including Atlantic Cape, Bergen, Brookdale, Camden, Essex, Hudson, Mercer, Middlesex, Morris, Ocean, Passaic, Raritan, Rowan at Burlington, Rowan at South Jersey, Salem, Sussex, Union, and Warren.



There were 19 voting members of the Council who were present during the business meeting, constituting a majority and quorum.

**Additional Attendees:**

**Council Staff:** Aaron Fichtner, Megan Swieconeck, Catherine Starghill, Maria Heidkamp, Jake Farbman, and Jessica Britt.

**II. BUSINESS**

**2. ACTION: Approval of Minutes**

By motion of David Stout, and seconded by Tony Iacono, the minutes of the June 5, 2023 Executive Committee meeting; June 21, 2023 Council meeting; and August 7, 2023 Executive Committee meeting were approved without amendment.

**3. Acceptance of Council Financial Statements**

By motion of Mark McCormick, and seconded by Dot Hall, the Council accepted the financial statements for July and August 2023.

**4. Report on Temporary Investments**

The Council currently keeps its cash reserves in an account with Spencer Savings Bank. The Council is also enrolled in the NJ Cash Management Fund. As of August 31, 2023, the Council's NJ Cash Management Fund holdings are \$1,888,891.

**5. Council Committees: Leadership and Membership**

Fichtner shared the current committee assignments with the Council members. Meeting invites for the 2023-2024 committee meetings will be transmitted in the coming weeks. If any Council members is interested in serving on a committee or switching to a new committee they should reach out to Fichtner.

**III. STRATEGY**

**6. FY 2024 State Budget Overview**

We were successful. The budget passed including the \$20 million increase in Operating Aid to the community colleges. The Council will receive \$1 million for College Readiness Now program and \$1 million to continue the Designated Service Provider work that started earlier this year.

**7. Council Priorities for FY2024\***

- **State Policy Agenda / Strategy**
  - 1. Refocus Government Affairs Efforts to Increase the Influence of Community Colleges in State Policy Making**

- a) Finalize and then advance a bold policy agenda for community colleges.
- b) Release an RFP for Strategic Communications.
- c) Hire a Project Manager for Policy as part of the Council's Innovation and Partnership team.
- d) Build a broad coalition in support of the policy agenda.

**2. Advance Racial and Social Justice in Our Colleges and in Our State**

- a) Release the statement on the Supreme Court decision and publish op-ed.
- b) Relaunch the Racial and Social Justice Committee.
- c) Hold a statewide conference to highlight promising practices and build partnerships.

**3. Lead an effort of the 18 Community Colleges to Address a Wide-Variety of Academic Issues**

- a) Hire a Chief Academic Officer at the Council.
- b) Priority topics include: General Education framework, Prior Learning Assessments, dual enrollment, transfer culture, pathways between noncredit and credit programs, assessment.

**4. Continue to promote Innovation and Collaboration in Community Colleges**

- a) Host a statewide community college conference in June 2023.
- b) Continue implementation of the Pathways to Career Opportunities Initiative.
- c) Launch the Community to Opportunity Initiative, funded by the Tepper Foundation, to support the basic needs of students.
- d) Conduct a review of the funding formula for state operating aid and propose improvements.

- **State Budget Request FY2025**

Fichtner reported the outcome of the preliminary discussions that came out of the September presidents' and Executive Committee meetings. The consensus is that the state budget request this year should focus on an investment into the Workforce/non-credit programs. The Collaborations/Operations Committee will be meeting to draft the request for consideration by the full Council at their November meeting.

**8. Legislative Update\***

Fichtner highlighted the Fiscal Monitoring of Public Institutions of Higher Education. The Governor signed the law in July. The Office of the Secretary of Higher Education has been open and welcoming to the input the Council as provided as they write the regulations. Once the regulations are drafted, we will have the opportunity to comment on them.

**9. Review of 2023-2024 Council Meetings and Events**

Fichtner reviewed the tentative meetings and events calendar with the full Council.

**10. Trustee Leadership Academy**

Fichtner reported that Council will be conducting the next training on-line in December 2023, following the college's reorganizations.

**MEETING OF THE EXECUTIVE COMMITTEE  
NEW JERSEY COUNCIL OF COUNTY COLLEGES  
OCTOBER 16, 2023 AT 2:00 PM  
VIA ZOOM**

**ATTENDEES:** Mary Zimmermann, Union (chair); Barbara Gaba, Atlantic Cape; Sheetal Ranjan, Bergen; Jessica Stewart, Camden; Dot Hall, Salem; Michael Gorman, Salem.

**MINUTES**

**1. Approval of Minutes- September 11, 2023\***

By motion of Mike Gorman, and seconded by Barbara Gaba, the minutes of the September 11, 2023 Executive Committee meeting were approved without amendment.

**2. Review of Council Financial Statements – September 2023**

By motion of Dot Hall, and seconded by Sheetal Ranjan the September 2023 financial statements were accepted by the Executive Committee.

**3. Contract to Porzio Government Affairs for Strategic Consulting\***

By motion of Mike Gorman, and seconded by Sheetal Ranjan the contract with Porzio Government Affairs was approved.

**4. State Policy Update**

- **State Policy Agenda-** Fichtner reviewed the draft policy agenda with the committee. This draft has already been reviewed and edited by the presidents and the State and Federal Policy Committee. The committee members were all in support of the draft. Next steps are to finalize the policy agenda for adoption by the full Council at the November 20, 2023 Council meeting.
- **Legislative Update-** Fichtner reviewed the legislative report with the Committee. There were no changes to the report from the previous month.
- **State Budget Request update-** Fichtner reported that the Collaborations/Operations Committee is meeting next week to draft the FY2025 State Budget request. The draft will be ready for review at the next Executive Committee meeting.

**5. Executive Session-** the Council staff left the meeting for Executive Session.