



**BOARD OF TRUSTEES  
AGENDA**

**March 26, 2026  
3:30 p.m.**

- I. **CALL TO ORDER**
  
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
  
- III. **SWEARING-IN BY MR. JACK SAHRADNIK OF DR. THERESA J. KUBIEL, WHO WAS REAPPOINTED BY THE OCEAN COUNTY BOARD OF COMMISSIONERS TO A FOUR-YEAR TERM ON THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES, FROM JANUARY 1, 2026, THROUGH DECEMBER 19, 2029.**
  
- IV. **ROLL CALL**
  
- V. **PLEDGE OF ALLEGIANCE**
  
- VI. **RECOMMEND APPROVAL OF MINUTES OF THE FEBRUARY 26, 2026, *Bd. Action* BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS**
  
- VII. **PRESENTATIONS/COMMENDATIONS**
  
- VIII. **PUBLIC COMMENTS (prior to committee reports)**

IX. **COMMITTEES**

A. **Finance Committee**

**(Mr. Frank Dupignac, Chairperson)**

*(Ms. Sara Winchester, Executive Vice President of Finance and Administration)*

1. **Recommend approval of business/finance actions as presented (Exhibit A)**

**Bd. Action**

B. **Bylaw, Policy, and Curriculum Committee**

**(Ms. DiAnne Gove, Chairperson)**

*(Ms. Catherine Mancuso, Dean, Academic Affairs Processes and Faculty Development)*

1. **Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B)**

**Bd. Action**

C. **Buildings and Grounds Committee**

**(Dr. Theresa Kubiel, Chairperson)**

*(Mr. James Calamia, Assistant Vice President of Facilities)*

1. **Recommend approval of buildings and grounds items as presented (Exhibit C)**

**Bd. Action**

D. **Personnel Committee**

**(Mr. Stephan Leone, Chairperson)**

*(Ms. Sara Winchester, Executive Vice President of Finance and Administration)*

1. **Recommend approval of personnel actions as presented**

**Bd. Action**

E. **Student Experience Committee**

**(Ms. Susan Naples, Chairperson)**

*(Ms. Jennifer Kane, Executive Director of Student Life)*

X. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, April 23, 2026, at 3:00 p.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation, the results of which will be released to the public when the need for confidentiality no longer exists.** **Bd. Action**
  
- B. **Recommend adoption of a resolution in recognition of the outstanding dedication and commitment from 2004-2026 of Mr. Stephan Leone upon his retirement from the Board of Trustees** **Bd. Action**

XI. **PRESIDENT’S REPORT**

XII. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON**

**THURSDAY, APRIL 23, 2026  
(now on the OCC Toms River Campus)**

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| 1. <b>Bylaw, Policy, and Curriculum Committee</b><br>(as needed) | Time: 1:30 p.m.<br>Place: Conference Center               |
| 2. <b>Finance Committee</b>                                      | Time: 1:30 p.m.<br>Place: Conference Room A and via Webex |
| 3. <b>Buildings and Grounds Committee</b>                        | Time: 2:00 p.m.<br>Place: Conference Center               |
| 4. <b>Student Experience Committee</b>                           | Time: 2:30 p.m.<br>Place: Conference Room B and via Webex |
| 5. <b>Personnel Committee</b>                                    | Time: 2:30 p.m.<br>Place: Conference Room A and via Webex |

**6. Entire Board**

Time: 3:00 p.m.  
Place: Conference Center and  
via Webex  
Purpose: Caucus Meeting—Personnel,  
Pending Litigation, and  
Collective Bargaining

**7. Entire Board**

Time: 3:30 p.m.  
Place: Conference Center and  
via Webex  
Purpose: **Regular Public Monthly Meeting**

XIII. **PUBLIC COMMENTS**

XIV. **ADJOURNMENT**

This agenda includes all items that are known at this time.



## BOARD OF TRUSTEES

### Regular Meeting

### Minutes

February 26, 2026

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:38 p.m. on Thursday, February 26, 2026, by Mr. Steven Zabarsky, Chair, via Webex. Call to Order
- The announcement of public meeting was made by Mrs. Connie Bello in compliance with the Open Public Meetings Act of 1975. This meeting was announced on February 19, 2026, as required by the New Jersey Open Public Meetings Act, by providing adequate notice to the Asbury Park Press, the Atlantic City Press, the Ocean County Clerk, and the College community. The notice indicated this meeting would also be held via Webex, as per New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means. Public Meeting Announcement
- Those in attendance were Mr. Zabarsky, Mr. Lynn Canfield, Ms. DiAnne Gove, Mr. Moshe Bender, Dr. Theresa Kubiel, Mr. Stephan Leone, Ms. Susan Naples, Mr. Joseph Teichman, Mr. Hunter Mantz, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione. Attendance
- The minutes of the January 29, 2026, Board of Trustees closed session and public meetings were unanimously approved by roll call vote. Minutes Approved
- Dr. Monaco introduced Ms. Winchester, Dr. Alexa Beshara Blauth, Executive Director of Institutional Planning, Mr. James Marshall, Executive Director of Curriculum, and Mr. Joseph Rua, Assistant Director, Institutional Research, who shared a presentation detailing the proposed realignment plan, which is submitted for approval as part of the Finance Agenda. They outlined the data informed review of instructional alignment, taking into consideration enrollment patterns by modalities, classroom utilization, and class sizes, as well as course sections by subject. Presentations
- Upon a request for public comments by Mr. Zabarsky, the following individuals shared comments regarding the President's Realignment Plan: Public Comments
- Dr. David Bordelon, Professor of English and FAOCC President
  - Mr. Christopher Ruth, College Lecturer of Philosophy and English, who shared a statement from Mr. Ameer Sohrawardy, College Lecturer of English
  - Engineering Student Minseo Kim

- Dr. Jack Kelnhofer, College Lecturer of e-Learning
- Mr. Daniel Ward, College Lecturer of Chemistry
- Ms. Mary Gibson, Director of Program Services, Nursing

Mr. Zabarsky thanked all who made comments. He then read the following Resolution, Business and Finance Exhibit A-2, in its entirety:

**BOARD OF TRUSTEES  
RESOLUTION**

**Accepting the President's Realignment Plan Dated February, 2026**

**WHEREAS**, on January 29, 2026, the Board of Trustees of Ocean County College (the College) adopted a Declaration of Reduction in Force directing the President to develop and present a strategic realignment plan responsive to declining enrollment, shifts in instructional delivery, reduced tuition revenue, and growing operational costs; and

**WHEREAS**, the Board-ordered plan was to consider enrollment declines of approximately 15% since FY2020, the continued expansion of eLearning and embedded high school programs, and the resulting need to realign the College's organizational structure and staffing levels; and

**WHEREAS**, the Board further recognized the significant operational cost increases faced by the College, including substantial increases in utilities, maintenance of aging facilities, and rising technology requirements, as well as the escalating health benefit premiums under the New Jersey State Health Benefits Educators Plan, which increased 30–35% in January 2026; and

**WHEREAS**, in accordance with the Board's directive, the President has completed and presented a strategic realignment plan (Realignment Plan) dated February, 2026 that includes a reduction in force (RIF) and other organizational restructuring measures necessary to ensure the College's long-term financial sustainability; and

**WHEREAS**, the Realignment Plan was developed following a comprehensive review of enrollment trends, instructional delivery patterns, operational costs, organizational efficiency, and fiscal constraints, and reflects a reallocation of resources to preserve the College's core mission and protect student access, success, and affordability; and

**WHEREAS**, the Board finds that the Realignment Plan is consistent with the goals and intent of the Board's January resolution and is necessary to responsibly steward institutional and public resources;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees hereby formally accepts and approves the President's Realignment Plan, including the reduction in force and associated organizational changes outlined therein; and

**BE IT FURTHER RESOLVED**, that the Board authorizes the President and Administration to take all steps necessary to implement the Realignment Plan in accordance with N.J.S.A. 18A:60-3 and all other applicable statutes, regulations, collective bargaining agreements, and College policies; and

**BE IT FURTHER RESOLVED**, that the Board directs the President to implement the Realignment Plan in a manner that prioritizes transparency and minimizes disruption to students and student services.

Finance Committee

Mr. Dupignac presented the Finance Agenda, which was approved as submitted with an abstention from Mr. Leone upon roll call vote.

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|--|---|
| <ul style="list-style-type: none"> <li>➤ The statement of income and expenditures as of January 31, 2026, was accepted.</li> </ul>   | Income/Expenditures Accepted  |
| <ul style="list-style-type: none"> <li>➤ A resolution was adopted to accept and authorize the President's Realignment Plan, including the reduction in force and associated organizational changes outlined therein.</li> </ul>  | Resolution Adopted to Accept and Authorize the President's Realignment Plan |
| <ul style="list-style-type: none"> <li>➤ The following contracts were awarded:           <ul style="list-style-type: none"> <li>➤ A maximum of \$29,900 to Clarke Caton Hintz, PC, Trenton, New Jersey, for professional architectural and engineering services for replacement of the roof above the Information Technology Building and repair of the roof above the William T. Hiering Science Building at Ocean County College.</li> <li>➤ A maximum of \$23,335.35 to Leica Geosystems, Inc., Alpharetta, Georgia, for the purchase of high-accuracy Global Navigation Satellite System (GNSS) equipment capable of centimeter-level accuracy for location and elevation measurements for the Barnegat Bay Partnership at Ocean County College (to replace Exhibit A-6 originally approved at the January 29, 2026, Board meeting, in order to reflect the correct vendor).</li> <li>➤ A maximum of \$200,000 to Safeway Contracting, Inc., Union, New Jersey, for professional general contractor work for replacement of the upper roof above the dome of the Planetarium at Ocean County College.</li> </ul> </li> </ul> | Contract Awarded  |
| <ul style="list-style-type: none"> <li>➤ Resolutions were adopted to award the following contracts:           <ul style="list-style-type: none"> <li>➤ A maximum of \$25,920 to Burlington English, Inc., Boca Raton, Florida, for 270 reusable seats for the Burlington English online program for English as a Second Language (ESL) instruction for students enrolled in the AECWP/Title II Grant and participants of the Ocean County Achievement Center from February 26, 2026, through June 30, 2026, through the Office of Workforce and Professional Education at Ocean County College.</li> <li>➤ A maximum of \$52,178.69 to SHI International Corporation, Somerset, New Jersey, for a one-year contract from March 1, 2026, through February 28, 2027, for the renewal of the Microsoft Software Campus Volume License Agreement through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.</li> </ul> </li> </ul>   | Resolutions Adopted for Contract Awards                                     |

- A maximum of \$20,338.98 to Omnigo Software. LLC, St. Louis, Missouri, for a one-year contract renewal for the Omnigo incident management software from March 9, 2026, through March 8, 2027, for the Campus Safety and Security Department at Ocean County College.
- A maximum of \$40,832.70 to YSI, Inc., Yellow Springs, Ohio, for the purchase of environmental testing instruments and equipment for the existing water quality monitoring systems for use by the Barnegat Bay Partnership at Ocean County College.
- A maximum of \$207,833 to High Energy Electrical Testing, Inc., a Resa Power Company, Farmingdale, New Jersey, for the emergency replacement purchase of a broken transformer at the Gateway Building at Ocean County College.
- The following contracts were amended: Contract Amended
  - An additional \$1,740, for a maximum total of \$59,900, to Bloomberg Finance, LP, New York, New York, due to an alteration in the vendor's pricing structure for the two existing Bloomberg terminals effective January 1, 2026, as part of the one-year agreement from July 1, 2025, through June 30, 2026, for the renewal of Bloomberg electronic trading services at Ocean County College (contract originally awarded at the September 4, 2025, Board meeting).
  - An additional \$10,000, for a maximum total of \$30,000, to Ace Outdoor Power Equipment, Bayville, New Jersey, for the additional purchase of parts and repair services for lawn and grounds equipment on an as-needed basis from July 1, 2025, through June 30, 2026, at Ocean County College (contract originally awarded at the May 29, 2025, Board meeting).
- The contract awarded at the March 27, 2025, Board meeting to Door Services Corporation dba Eastern Door Service, Burlington, New Jersey, was rescinded due to the vendor's non-compliance with the requirements of the New Jersey Public Works Contractor Registration Act, pursuant to N.J.S.A. 34:11 56.25 et seq., and N.J.S.A. 34:11 56.48 et seq., as the vendor's Public Works Certificate has expired and the vendor has confirmed that it will not be renewing it. Rescission of Contract Award

#### Bylaw, Policy, and Curriculum Committee

Ms. Gove, Chair of the Bylaw, Policy, and Curriculum Committee, introduced Ms. Catherine Mancuso, Dean of Academic Affairs Processes and Faculty Development, who provided a detailed explanation of the items included in the agenda this month. In addition to Ms. Mancuso, the Bylaw, Policy, and Curriculum Committee met with Senate representative Ms. Caroline Brittain, Director of Academic Affairs Processes, to review the committee agenda, which was unanimously approved upon roll call vote:

- The following items, as accepted by the College Senate at its meetings on February 5, and 19, 2026, were approved: College Senate Items Approved

- Revised Programs with Name Change
  - Associate in Arts Degree, Performing Arts to Associate in Arts Degree, Fine and Performing Arts
  - Associate in Science Degree, Graphic Arts, Design, and Media to Associate in Science Degree, Media, Communication, and Design
- Inactivated Certificates of Completion
  - Certificate of Completion, Advanced Manufacturing and Mechatronics
  - Certificate of Completion, Technology Leadership
- New Course
  - SBSS 252, Travel Seminar – Business and Social Sciences
- Revised Courses
  - ACCT 121, Fundamentals of Accounting
  - ACCT 161, Principals of Accounting I
  - ACCT 162, Principals of Accounting II
  - ACCT 261, Intermediate Accounting I
  - MATH 023, Algebra Basics
  - MUSC 177, Ear Training and Sight Singing I
- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Ocean County College Foundation Scholarship Celebration on Thursday, June 4, 2026, on the Ocean County College Campus Mall from 6:00 p.m. to 10:00 p.m.

Revised Programs with Name Change

Inactivated Certificates of Completion

New Course

Revised Courses

Policy #8600 Suspended

#### Buildings and Grounds Committee

Dr. Kubiel, Chair, introduced Mr. Jim Calamia, Assistant Vice President of Facilities, who discussed the challenges encountered by the recent storm and partial loss of electricity to campus. He then shared an update on several ongoing projects, including the Planetarium and Information Technology Building roof replacement projects, Grunin Center Lobby Extension, and the new Administration Building. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote.

Building/Grounds Committee Report Accepted

#### Personnel Committee

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved as submitted.

Personnel Report Approved

#### Student Experience Committee

Ms. Naples introduced Ms. Jennifer Kane, Executive Director of Student Life, who shared the Student Experience Committee, including Mr. Mantz and Ms. Ellie Dowek, Student Government President, met and discussed the recent Legislative Summit trip to Washington, DC, where

Student Experience Committee Report

Dr. Monaco, Ms. Gove, Mr. Mantz, and Ms. Dowek met with legislators and students from community colleges throughout the country. Ms. Dowek then shared an invitation to the trustees to participate in the upcoming Poverty Simulation event on April 10, 2026.

### Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on March 26, 2026, at 3:00 p.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted  
for a Closed Meeting  
March 26, 2026

The following meetings were scheduled:

Meetings  
Scheduled

<b>Thursday, March 26, 2026</b>	1:30 p.m.	Finance Committee
	1:30 p.m.	Bylaw, Policy, and Curriculum Committee
	2:00 p.m.	Buildings and Grounds Committee
	2:30 p.m.	Student Experience Committee
	2:30 p.m.	Personnel Committee
	3:00 p.m.	Closed Session
	3:30 p.m.	Regular Public Monthly Meeting

### President's Report

Dr. Monaco shared the following:

President's Report

- Thanks to the Facilities team for the second month in a row clearing snow from the blizzard under extraordinary conditions, dealing with equipment failures and lack of heat due to the power failure on campus.
- The Legislative Summit trip to Washington, DC, was very successful. Ms. Gove, Mr. Mantz, and Ms. Ellie Dowek, then shared their thoughts and impressions.
- Ms. Vandana Saini, Dean of the School of STEM, and Mr. Jeong Kim, College Lecturer of Mathematics, were invited by the New Jersey Council of County Colleges to present at the Developmental Education Conference held at Brookdale in January.
- Dr. Monaco commended Ms. Heidi Sheridan, Executive Director of the Grunin Center, and Mr. Brian Gilmore, College Lecturer, Humanities and Fine Arts, who have collaborated to provide our music students opportunities for public performance while delighting audiences during certain productions, bringing the amazing talent of our students to the community.
- Social work students are partaking in internships as they prepare for graduation. Dr. Monaco was able to meet with many of these students while attending their capstone seminar.
- Faculty of the Year Award nominations are requested to be submitted by current students, faculty, and staff beginning Monday, March 2, 2026.
- The Volunteer Income Tax Assistance (VITA) Center has re-opened for the second year and will run through April 15, 2026, offering a program to assist qualified individuals in the community with preparing and filing their tax returns.
- The Career and Technical Education Month resolution was then approved unanimously by the trustees.

Dr. Yessika Garcia-Guzman, Assistant Vice President, Student Services and Financial Aid, provided the following enrollment update and shared Spring 2026 enrollment currently has 5,623 unique students (-4.34% as compared to last year) and 55,471 credits (-5.15%). Early College enrollment is at 2,342 unique students (+5.69%) as compared to last year and 17,987 credits (+0.85%). Summer enrollment is underway with 577 unique students registered for 3,135 credits. Fiscal year enrollment is ahead 0.02% over last year in students and behind 2.09% in credits. Dr. Garcia-Guzman shared upcoming March events, including Manchester High School Freshman Seminar, STEM Symposium, Poverty Simulation, Good Ideas Conference, and Easter Egg Hunt for the campus and community.

Dr. Joseph Konopka, Vice President, Workforce Development and Strategic Partners, highlighted the Workforce and Professional Education updates included in the Presidents Report.

Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, reported the College Senate has met twice since the January 29, 2026, Board meeting, reviewing curriculum items, and explained the process for the upcoming election cycle for 2026-27. Dr. Monaco thanked members of the College Senate for their hard work.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the following:

The Foundation has awarded more than \$500,000 in scholarships for the Spring and will provide an additional \$100,000 in graduating awards, in addition to providing significant support to students completing Honors by Contract.

The Foundation's Annual Appeal raised over \$150,000, which includes generous support from the OceanFirst Foundation and The Prima Foundation.

The 2025-26 Blauvelt Speaker Series concludes with acclaimed Canadian novelist, poet, literary critic, and inventor Margaret Atwood, April 23, 2026.

Upcoming events include the 2026 Scholarship Celebration to be held on Thursday, June 4, 2026, honoring Mrs. Linda Novak, Mr. Paul Chalakani, and Kean University and the Kean Ocean Partnership.

Upon a request for public comments, Ms. Michelle Youngs, Assistant Director of Student Life, shared Helping Hands Food Pantry will be open on Friday, February 27, 2026, from 9:00 a.m. to 5:30 p.m. Clubs for a Cause will be held on Wednesday, April 22, 2026, on the campus mall, weather permitting, with a plan for indoors, if necessary. Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 5:03 p.m. Adjournment

Respectfully submitted,

DiAnne C. Gove  
Secretary

Jodi Heitmann  
Special Assistant, Operations  
Office of the President