



**BOARD OF TRUSTEES
AGENDA**

**May 28, 2026
3:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **RECOMMEND APPROVAL OF MINUTES OF THE APRIL 23, 2026,
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** ***Bd. Action***
- VI. **PRESENTATIONS/COMMENDATIONS**
- VII. **PUBLIC COMMENTS (prior to committee reports)**

VIII. **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**

(Mr. Lynn Canfield, 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**

(Dr. Theresa Kubiel, 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)

IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, June 25, 2026, at 3:00 p.m. for the purpose of discussing personnel, 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**

X. **PRESIDENT’S REPORT**

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

THURSDAY, JUNE 25, 2026

- | | |
|---|---|
| 1. Bylaw, Policy, and Curriculum Committee | Time: 1:30 p.m.
Place: Conference Center |
| 2. Finance Committee | Time: 1:30 p.m.
Place: Conference Room A&B and via Webex |
| 3. Buildings and Grounds Committee | Time: 2:00 p.m.
Place: Conference Room A&B and via Webex |
| 4. Personnel Committee | Time: 2:30 p.m.
Place: Conference Room A and via Webex |
| 5. Student Experience Committee | Time: 2:30 p.m.
Place: Conference Center |

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**

XII. **PUBLIC COMMENTS**

XIII. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

April 23, 2026

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:32 p.m. on Thursday, April 23, 2026, by Mr. Steven Zabarsky, Chair, in room 102 of the Conference Center on the College campus and via Webex. The Pledge of Allegiance was recited by all present. Call to Order
- The announcement of public meeting was made by Mrs. Connie Bello in compliance with the Amended New Jersey Open Public Meetings Act by posting a notice on the OCC Public Notices webpage and sharing the link with the Secretary of State on April 16, 2026. The notice, which included information to join by Webex, was also distributed and posted on campus. Public Meeting Announcement
- Those in attendance were Mr. Zabarsky, Mr. Lynn Canfield, Mr. Frank Dupignac, Ms. DiAnne Gove, Mr. Moshe Bender, Dr. Theresa Kubiel, 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 March 26, 2026, Board of Trustees closed session and public meetings were unanimously approved by roll call vote. Minutes Approved
- As a result of Mr. Leone's resignation from the Board of Trustees, pursuant to Bylaw #1234.1, Mr. Zabarsky presented the revised 2025-2026 Board committee membership, which was approved as follows, with an abstention from Mr. Dupignac: Revised Committee Membership Approved
- ◆ **Executive Committee**
Officers of the Board
 - ◆ **Buildings and Grounds Committee**
Ms. Lynn Canfield, Chairperson
Ms. DiAnne Gove
Dr. Theresa Kubiel
Mr. Joseph Teichman
Mr. Steven Zabarsky (ex officio)

◆ **Bylaw, Policy, and Curriculum Committee**

Ms. DiAnne Gove, Chairperson
 Mr. Moshe Bender
 Ms. Susan Naples
 Mr. Steven Zabarsky (ex officio)

◆ **Finance Committee**

Mr. Frank Dupignac, Chairperson
 Mr. Lynn Canfield
 Mr. Joseph Teichman
 Mr. Steven Zabarsky (ex officio)

◆ **Personnel Committee**

Dr. Theresa Kubiel, Chairperson
 Mr. Lynn Canfield
 Mr. Frank Dupignac
 Mr. Steven Zabarsky (ex officio)

◆ **Student Experience Committee**

Ms. Susan Naples, Chairperson
 Ms. DiAnne Gove
 Alumni Trustee
 Mr. Steven Zabarsky (ex officio)

◆ **Board of School Estimate**

Board Chair
 Board Treasurer
 Board Secretary serves as Board of School Estimate Secretary

Dr. Monaco introduced Ms. Christine Matuszewski, Assistant Director of Benefits Administration, and Ms. Tammi Burton, Human Resources Specialist, who developed and coordinated an exciting program for Bring Your Kids to Work Day, which was enjoyed by 21 participants. Mr. Zabarsky welcomed the participants to today's meeting. Presentations

Dr. Monaco introduced Ms. Veronica Guevara-Lovgren, Executive Director of Student Services, and Ms. Stacy West, Displaced Homemakers Program Coordinator, who provided a summary of the Displaced Homemakers Program, which provides services for individuals who have lost their primary source of income. Ms. Emani, program participant, then spoke about her experience with the program. Presentations

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming May 2026 as Displaced Homemakers Awareness Month at Ocean County College. The resolution was adopted upon unanimous roll call vote. Resolution Adopted to Proclaim May 2026 as Displaced Homemakers Awareness Month

Ms. Gina Opauski, Director of the Ocean County Achievement Center, introduced Ramon Talavera, program participant, who shared his journey through the program which led to becoming an OCC student who will begin the transfer process soon. Mr. Zabarsky noted the Ocean County Achievement Center is funded by the Title II grant, which is a free service that provides free comprehensive and individualized services to out-of-school young adults and adults.

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming May 6 through 12 as National Nurses Week, recognizing and celebrating the efforts, dedication, and sacrifices nurses make every day throughout the year to provide quality care to patients nationwide. The resolution was adopted upon unanimous roll call vote.

Resolution Adopted to Proclaim May 6 through 12 as National Nurses Week

Ms. Jennifer Kane, Executive Director of Student Engagement, introduced members of OCC's Tau Iota Chapter of Phi Theta Kappa, who recently travelled from March 25 to 29, 2026, to the PTK Middle States Regional and Catalyst Conventions, in Baltimore, Maryland. Ayleen Mujica, Ana Jimenez, Ellie Dowek, Sabrina Watts, and Anellie Lopez attended with Ms. Kane, to learn more about the four PTK hallmarks of scholarship, leadership, service and fellowship, so that OCC's chapter can be a part of "legacy in action." OCC's Tau Iota Chapter earned five-star level chapter plan, 2026 MSR Legends Award, 2026 Middle States Region Membership Excellence Award, Chapter President Hall of Honor, which was awarded to both 2024-25 president Areeba Zulkarnain and current president Sabrina Watts, and Chapter Member Hall of Honor awarded to Ellie Dowek. Dr. Monaco thanked Tau Iota advisors Dr. Jennifer Dellner, Mr. David Rickert, Mr. Paul Rizzo, and Ms. Carolyn Showalter.

Commissioner Bacchione presented Dr. Monaco with a resolution proclaiming April as Community College Month. Mr. Zabarsky thanked Commissioner Bacchione and the Commissioners for the support Ocean County College receives from the County.

Upon a request for public comments by Mr. Zabarsky, there were no comments from the public prior to the committee reports.

Public Comments

Finance Committee

Mr. Dupignac presented the Finance Agenda, which was approved unanimously upon roll call vote.

- The statement of income and expenditures as of March 31, 2026, was accepted.
- A resolution was adopted to approve the FY 2027 capital facilities projects, not to exceed \$5,524,742, to be used for the renovation of buildings on the main campus to update and renovate the Administration Building (Bldg #1) in support of new educational programs and partnerships and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean.
- Resolutions were adopted to award the following contracts:
 - A maximum of \$48,460.62 to Watermark Insights, LLC, Austin, Texas, for a three-year contract renewal for a course evaluation software system from July 1, 2026, through June 30, 2029, at Ocean County College.
 - A maximum of \$19,178.62 to SHI International Corporation, Somerset, New Jersey, for a one-year renewal of the Help Desk ticketing system utilized via the KACE Systems Management Appliance (SMA) from July 1, 2026, through June 30, 2027, through the NJEdge Consortium Contract for the Office of Information Technology at Ocean County College.

Income/Expenditures Accepted

Resolution Adopted to Approve FY 2027 Capital Facilities Projects

Resolutions Adopted for Contract Awards

- A maximum of \$89,389 to Ellucian Company, L.P., Fairfax, Virginia, for a one-year subscription renewal of the Recruit SaaS Software for the recruitment of prospective students from July 1, 2026, through June 30, 2027, at Ocean County College.
- A maximum of \$56,960 to CollegeNET, Inc., Portland, Oregon, for a one-year renewal of the annual licensing fee for the 25Live Campus Scheduling Software System from July 1, 2026, through June 30, 2027, at Ocean County College.
- A maximum of \$40,000 to SHI International Corporation, Somerset, New Jersey, for a one-year contract renewal of AWS Cloud Services from July 1, 2026, through June 30, 2027, through the NJEdge Microsoft Licensing Consortium Contract at Ocean County College.
- A maximum of \$95,234.95 to SHI International Corporation, Somerset, New Jersey, for a one-year contract renewal for CrowdStrike Cybersecurity Services from July 1, 2026, through June 30, 2027, through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.
- A maximum of \$55,750.70 to Chas S. Winner, Inc. dba Winner Ford, Cherry Hill, New Jersey, for the purchase of a 2026 Ford Utility Interceptor Base Vehicle for use by the Department of Campus Safety and Security at Ocean County College.
- A maximum of \$17,500 to NJEdge.NET, Newark, New Jersey, for an external network penetration test through the NJEdge.NET Consortium at Ocean County College.
- A maximum of \$21,923.84 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in the Technology Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
- A maximum of \$155,172 to NJEdge.NET, Newark, New Jersey, for the annual consortium membership fees and a one-year contract for campus-wide internet service through the NJEdge.NET Consortium from July 1, 2026, through June 30, 2027, for use at Ocean County College and OCC Manahawkin.
- A maximum of \$35,000 to NJEdge.NET, Newark, New Jersey, for a one-year contract for Virtual/Fractional Chief Information Security Officer Consultation Services from July 1, 2026, through June 30, 2027, through the NJEdge.NET Consortium at Ocean County College.
- A maximum of \$25,000 to Cintas Corporation No. 2, Mason, Ohio, for a one-year contract for the rental of floor mats for campus building entrances from July 1, 2026, through June 30, 2027, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$130,000 to Fastenal Company, Lakewood, New Jersey, for a one-year contract for the purchase of industrial, maintenance, repair, and operations (MRO) supplies, equipment, and custodial supplies through Fastenal Company, Lakewood, New Jersey, from July 1, 2026, through June 30, 2027, for use by the Facilities Department at Ocean County College.

- A maximum of \$120,000 to Grainger, Eatontown, New Jersey, for a one-year contract for the purchase of industrial, maintenance, repair, and operations (MRO) supplies, and equipment on an as-needed basis from July 1, 2026, through June 30, 2027, for use by the Facilities Department at Ocean County College.
- A maximum of \$110,000 to Office Depot, Inc., Boca Raton, Florida, for a one-year contract for the purchase of office supplies from July 1, 2026, through June 30, 2027, through the Omnia Partners Cooperative Purchasing Program for use campus-wide at Ocean County College.
- A maximum of \$160,000 to Amazon Services, LLC, Seattle, Washington, for a one-year contract for the purchase of online marketplace products from July 1, 2026, through June 30, 2027, through the Omnia Partners Cooperative Purchasing Program for use campus-wide at Ocean County College.
- A maximum of \$60,000 to Apple Computer, Inc., Atlanta, Georgia, for a one-year contract for the purchase of Apple computers and accessories on an as-needed basis from July 1, 2026, through June 30, 2027, through the PEPPM Cooperative Purchasing Contract for use at Ocean County College.
- A maximum of \$40,000 to South Jersey Paper Products, LLC, dba Supplyitall (part of BradyPLUS), Vineland, New Jersey, for a one-year contract for the purchase of campus-wide custodial paper products on an as-needed basis from July 1, 2026, through June 30, 2027, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$87,000 to Spektrix, Inc., New York, New York, for a three-year contract for a CRM Cloud-Based Box Office Ticketing System to integrate ticketing, marketing, fundraising, and customer databases from July 1, 2026, through June 30, 2029, for the Grunin Center for the Arts and Planetarium, at Ocean County College.
- A maximum of \$48,152.72 to Howard Industries, Inc., Laurel, Mississippi, for the purchase of audio and video equipment for room 104, the Lecture Hall Control Room in the Gateway Building, through the Omnia Partners Cooperative Purchasing Contract at Ocean County College.
- A maximum of \$25,000 to Johnston G.P., Inc., (JCT Solutions), Springfield, New Jersey, for a one-year contract for the installation, repair, testing, and technical support of the campus-wide local area and wireless networks from July 1, 2026, through June 30, 2027, at Ocean County College.
- A maximum of \$50,000 to J. Swanton Fuel Oil Company, Inc., Atlantic Highlands, New Jersey, for a one-year contract for the purchase and delivery of unleaded gasoline and diesel fuel from July 1, 2026, through June 30, 2027, for use on an as-needed basis for the Facilities Department at Ocean County College.
- A maximum of \$38,000 to TGI Office Automation, Edison, New Jersey, for a one-year lease contract for copier services, and a one-year maintenance and service contract from July 1, 2026, through June 30, 2027, at Ocean County College.

- A maximum of \$24,953.93 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture for the Art Gallery Entrance as part of the Grunin Center Lobby Expansion project through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
- A maximum of \$35,324.80 to Core Mechanical, Inc., Pennsauken, New Jersey, for the replacement of the HVAC Compressor in the Gateway Building at Ocean County College.
- The second-year contract option awarded at the June 30, 2025, Board meeting to Achieving the Dream, Inc., Silver Spring, Maryland, was rescinded due to a reassessment of institutional priorities and a determination that continuation of the service is no longer aligned with the College's current operational and strategic needs. Rescission of Contract Award
- The Board accepted a \$387,795 NJ Education, Climate Awareness, Training and Engagement (EduCATE) grant award from the National Oceanic and Atmospheric Administration, as part of a Regional Collaboration, the Barnegat Bay Partnership (BBP), and the Novins Planetarium (NP), both housed at Ocean County College (OCC), which will develop, deliver, and disseminate full-dome planetarium and other guided educational programs on community resiliency and related environmental topics, in part with other RDI NJ partners. Multimedia/ videographic contractors will assist OCC personnel in creating content for various audiences including K-12, college students, and the public via full-dome content, short videos, and live lectures. Programming will be featured at OCC NP, which presented engaging educational programs to over 38,000 attendees, including 12,000 K-12 students in 2023. OCC NP also collaborates and shares best practices with a consortium of NJ Planetariums (including Rowan University, Raritan Valley Community College) and reaches out through other public venues (i.e., Jersey City Public Library, Jersey Shore Girl Scout Council) to achieve programming outcomes. Programming will also be delivered via a portable dome to reach K-12 and adult audiences in coastal communities through various organizations (e.g., schools, churches, civic organizations, and public libraries). Educational material will also be disseminated via a NOAA Science on a Sphere Explorer Exhibit to make environmental programming more available to all audiences. Program Director: Ms. Nina Sassano, Associate Director of Outreach, Barnegat Bay Partnership. Program Period: May 2026 through September 2028. Grant Amendment Accepted

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 representatives Ms. Caroline Brittain, Director of Academic Affairs Processes, and Ms. Janine Emma, Registrar, to review the committee agenda, which was unanimously approved upon roll call vote:

- The following items, as accepted by the College Senate at its meeting on April 16, 2026, were approved: College Senate Items Approved
 - Revised Program Revised Program
 - Associate in Science Degree, Computer Science

- Revised Certificate of Completion
 - Certificate of Completion, Information Technology
- Revised Certificate of Completion with Name Change
 - Certificate of Completion, in Cybersecurity to Cybersecurity
- Revised Courses
 - CRIM 280, Criminal Investigation
 - CRIM 281, Criminal Investigation Theory
 - CSIT 110, Introduction to Computers and Computer Applications

Buildings and Grounds Committee

Mr. Canfield, Chair, introduced Mr. Jim Calamia, Assistant Vice President of Facilities, who provided an update on several ongoing projects, including the new Administration Building, Grunin Center Lobby Extension, Pathways Banners, Workforce Education's upcoming move to the ICCT Building, OCC Manahawkin renovation, and the Hovnanian Building Allied Health renovations. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

Dr. Kubiel, Chair, presented the Personnel Report, which was unanimously approved as submitted upon roll call vote.

Personnel Report
Approved

Student Experience Committee

Ms. Naples introduced Ms. Jennifer Kane, who reported the committee met, including Mr. Mantz Ms. Ellie Doweck, Student Government President, and had meaningful discussion regarding Commencement and end of the semester events.

Student Experience
Committee Report

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on May 28, 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
May 28, 2026

The following meetings were scheduled:

Meetings
Scheduled

Thursday, May 28, 2026

- 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 introduced Dr. Sheenah Hartigan, Assistant Vice President, Enrollment Services, who provided the following enrollment update together with Lilly and Caitlyn, and shared the following enrollment update and shared Summer 2026 enrollment currently has 2,379 unique students (+3.57% as compared to last year) and 12,759 credits (+3.14%). Fall 2026 registration is underway with 1,383 unique students (+2.75%) and 14,744 credits (+1.65%). Dr. Hartigan also noted applications to the college and FAFSA are ahead 8%, which is a positive sign. Fiscal year enrollment is ahead .99% over last year in students and behind 1.77% in credits. Upcoming events include a resource fair, career day, cardboard canoe race, and express enrollment days.

President's Report

Ms. Calleigh Kearns, Enrollment Services Advisor, then shared a Tiktok created for the Hispanic Heritage Club event held on Friday, April 17, 2026.

Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, reported the College Senate met to discuss excused absences, including the consideration of Wellness Days. She then asked all Senate members to participate throughout the summer in order to obtain a quorum when votes are necessary.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the Foundation continues to support the College partnering with Design 446 for the new Pathways Program initiative.

The 2026-27 Blauvelt Speaker Series lineup includes:

- Laurie Hernandez, Olympic gold and silver medalist
- Travis Mills, retired U.S. Army Staff Sergeant, quadruple amputee and motivational speaker
- Nolan Gasser, architect of Pandora's Music Genome Project
- Katty Kay, international journalist and author
- Ricky Riccardi, two-time Grammy award-winning OCC alumnus and Louis Armstrong scholar

Upcoming Foundation 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, which has raised over \$100,000 in support of students at Ocean County College.

Dr. Monaco introduced Ms. Laura Wills, Director of Transfer Services and Articulation, who shared information regarding the Jack Kent Cooke Transfer Scholarship Semi-Finalists, Ellie Dowek, Laura Garzon Salinas, Anne Nyangaga, Anthony Paris, and Sabrina Watts, who were each introduced by their mentor/coach, and then shared a few words about their experiences at OCC and with the scholarship process.

Upon a request for public comments, Mr. Zabarsky shared he attended the Educational Opportunity Fund celebration on April 9, 2026, acknowledging Ms. Laura Rickards, Director, Educational Opportunity Fund and Center for Access and Equality. Mr. Zabarsky shared important program information and commended Ms. Rickards as an amazing human being who does an wonderful job with the program providing for students.

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