



BOARD OF TRUSTEES
RETREAT/MEETING AGENDA

SEPTEMBER 24, 2026
12:00 P.M.

- I. CALL TO ORDER
- II. ANNOUNCEMENT OF PUBLIC MEETING
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. PUBLIC COMMENTS
- VI. MISCELLANEOUS
 - A. Recommend adoption of a resolution to move to a closed session for the purpose discussing personnel issues, 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. The length of the closed session is estimated to be approximately ninety minutes, after which the public meeting will resume and adjourn. Bd. Action

VII. **RESUME PUBLIC MEETING**

VIII. **NEXT MEETING OF THE BOARD OF TRUSTEES**

THURSDAY, SEPTEMBER 24, 2026
3:30 P.M.
CONFERENCE BUILDING AND
VIA WEBEX

IX. **PUBLIC COMMENTS**

X. **ADJOURNMENT**

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



**BOARD OF TRUSTEES
AGENDA**

**September 24, 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 AUGUST 28, 2026,
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** ***Bd. Action***
- VI. **PRESENTATIONS/COMMENDATIONS**
- VII. **PUBLIC COMMENTS (relating 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, Assistant Vice President of Academic Affairs)*

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, October 15, 2026, from 12:00 p.m. to 12:30 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 providing for a closed meeting to be held on Thursday, November 5, 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

X. **PRESIDENT'S REPORT**XI. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, OCTOBER 15, 2026**

- | | |
|------------------------|--|
| 1. Entire Board | Time: 12:30 p.m.
Place: Conference Center and
via Webex
Purpose: Board Retreat |
|------------------------|--|

and

THURSDAY, OCTOBER 22, 2026

- | | |
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| 1. Conversation with the
Trustees | Time: 12:00 noon
Place: Student Center and
via Webex |
|--|--|

and

THURSDAY, NOVEMBER 5, 2026

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

5. **Personnel Committee**

Time: 2:30 p.m.
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: **Annual Reorganization Meeting**

8. **Entire Board**

Time: Immediately following
Reorganization Meeting
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

August 27, 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, August 27, 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 August 24, 2026. The notice, which included information to join by Webex, was also distributed and posted on campus.	Public Meeting Announcement
Mr. Sahradnik administered the trustee oath of office to Ms. Annellie Lopez, who was selected by the Student Life Committee to serve as the student/alumni representative on the Board of Trustees from July 1, 2026, through June 30, 2027. Mr. Zabarsky shared the following by Ms. Jennifer Kane, Executive Director of Student Engagement, regarding Ms. Lopez's appointment: <i>"Annellie is a first-generation college student who recently graduated with honors, receiving her Associate in Science, General Education - Mathematics degree. She was recently accepted to NYU to pursue her studies in Chemical and Biomolecular Engineering. While a student at OCC, Annellie's involvement on campus included serving as the Vice President of Finance for Phi Theta Kappa, the Engineering Club, a proud Sigma Kappa Delta member and captain of women's tennis team. These experiences gave her a deep sense of community and a sense of commitment to protecting what makes the community college experience at OCC special. Annellie also took advantage of two study abroad experiences while pursuing her studies and she is deeply familiar with the opportunities that the Ocean County College Foundation provides students. She will be a dedicated advocate on behalf of students as all of her experiences at Ocean have afforded her the opportunity to engage with a broad cross-section of students."</i>	Swearing-In of Ms. Annellie Lopez
The trustees welcomed Ms. Lopez to the Board.	
Those in attendance were Mr. Zabarsky, Mr. Lynn Canfield, Mr. Frank Dupignac, Ms. DiAnne Gove, Mr. Moshe Bender, Dr. Theresa Kubiel, Mr. Carmen Memoli, Mr. Terrance Turnbach, Ms. Annellie Lopez, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione.	Attendance

The minutes of the July 23, 2026, Board of Trustees closed session and public meetings were approved by roll call vote, with abstentions from Mr. Zabarsky, Mr. Bender, and Dr. Kubiel.

Minutes Approved

Dr. Monaco introduced Dr. Andrew McGowan, Director of the Barnegat Bay Program, who shared a presentation on the many goals and activities of the program and the various ways community members can be involved in their important work.

Presentations

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 shared the Investment Committee met yesterday and there were no recommended changes to the College portfolios. The Investment Committee will meet after the mid-term elections for continued portfolio review. Mr. Dupignac then presented the Finance Agenda, which was unanimously approved as submitted.

➤ The statement of income and expenditures as of July 31, 2026, was accepted.

Income/Expenditures Accepted

➤ The following contracts were awarded:

Contract Awarded

➤ A maximum of \$60,810 to Alta Bus Group, Inc., Philadelphia, Pennsylvania, for a one-year contract from August 27, 2026, through August 26, 2027, for transportation services for OCC athletic teams for sporting events at various locations, various Student Life trips at Ocean County College, and various college activities, performances, and events.

➤ A maximum of \$437,000 to USA General Contractors Corporation, Manalapan, New Jersey, for professional general contractor services for replacement of the roof above the Information Technology Building and repair of the roof above the William T. Hierung Science Building at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted for Contract Awards

➤ A maximum of \$30,000 to Leepfrog Technologies, Inc., Coralville, Iowa, for a fifteen-month contract for renewal of the CourseLeaf Curriculum and Catalog Software from September 9, 2026, through December 10, 2027, for use at Ocean County College.

➤ A maximum of \$25,000 to TR Lodging Realty, LLC dba Days Hotel Toms River, Toms River, New Jersey, for a one-year contract for hotel accommodations from July 1, 2026, through June 30, 2027, for guest performers visiting at Ocean County College.

➤ A maximum of \$50,800.78 to Hyland, LLC, Lenexa, Kansas, for a one-year contract for the maintenance license renewal of document imaging Perceptive Content/Image Now software from October 1, 2026, through September 30, 2027, for use at Ocean County College.

- A maximum of \$25,000 to Philip M. Casciano Associates, Inc. dba PMC Associates, Hazlet, New Jersey, for a one-year contract for the purchase and maintenance of communications equipment on an as-needed basis from July 1, 2026, through June 30, 2027, through the Hunterdon County Educational Services Commission (HCESC) Cooperative Contract for the Security Department at Ocean County College.
- A maximum of \$32,000 to Jostens, Inc., Chicago, Illinois, for a one-year contract for the purchase of award certificates, diplomas, and tassels from July 1, 2026, through June 30, 2027, for students graduating winter 2026 and summer 2027 at Ocean County College.
- A maximum of \$119,455 to Mainstay, Boston, Massachusetts, for the three-year renewal of chatbot software services from October 1, 2026, through September 30, 2029, for student enrollment and retention for the HUB at Ocean County College.
- A maximum of \$24,944 to NJEdge.NET, Newark, New Jersey, for renewal of New Jersey Transfer and SARA State Fee Assessments as part of the annual membership dues and the Quality Matters annual statewide subscription renewal through EdgePro for use at Ocean County College.
- A maximum of \$122,764 to Laerdal Medical Corporation, Wappingers Falls, New York, for a five-year contract for renewal of SimCapture Enterprise Cloud Bundle license for web-based simulation training and management from November 4, 2026, through November 3, 2031, through the Sourcewell Cooperative Purchasing Program for use by the Nursing Department at Ocean County College.
- A maximum of \$68,390.07 to Online Computer Library Center, Dublin, Ohio, for a one-year contract renewal for the WorldShare Management System (WMS) and EZproxy services from July 1, 2026, through June 30, 2027, for the Library at Ocean County College.
- A maximum of \$75,000 to Geneva Worldwide, Inc., New York, New York, for a six-month contract for professional interpreting and captioning services for students with disabilities enrolled in the Fall 2026 semester on an as-needed basis from July 1, 2026, through December 31, 2026, at Ocean County College.
- A maximum of \$60,000 to Sign4U Interpreting Service, LLC, Glendora, New Jersey, for a six-month contract for professional interpreting and captioning services for students with disabilities enrolled in the Fall 2026 semester on an as-needed basis from July 1, 2026, through December 31, 2026, at Ocean County College.
- A maximum of \$8,100 to Causeway Honda, Manahawkin, New Jersey, for a one-year lease extension of the 2023 Honda Accord EX for President Pamela Monaco's use as determined by the President's employment contract at Ocean County College.
- The maximum of \$270,000 to the following vendors for a one-year contract for offset printing and signage services from July 1, 2026, through June 30, 2027, at Ocean County College:
 - Big Mountain Imaging, Philadelphia, Pennsylvania, \$20,000
 - Blackout Custom Packaging, Newark, New Jersey, \$40,000
 - Design446, Inc., Manasquan, New Jersey, \$30,000

- Gangi Graphics, Brick, New Jersey, \$40,000
- PIP Printing, Brick, New Jersey, \$55,000
- Roelynn Litho, Inc., Lakewood, New Jersey, \$60,000
- The Sourcing Group, Trenton, New Jersey, \$25,000
- A maximum of \$30,000 to Karas Enterprises, Inc. dba Karasch and Associates, West Chester, Pennsylvania, for a six-month contract for professional interpreting and captioning services for students with disabilities enrolled in the Fall 2026 semester on an as-needed basis from July 1, 2026, through December 31, 2026, at Ocean County College.
- Biomed Associates, Inc., Flemington, New Jersey, was approved as a qualified Medical Physicist service provider to be used on an as-needed basis from July 1, 2026, through June 30, 2027, at Ocean County College.
- The Board approved the scheduling of a sale of surplus Facilities/Warehouse items no longer needed by the College.
- A maximum of \$86,200 to Solarwinds North America, Inc., Austin, Texas, for a three-year contract for the Solarwinds Observability Network Management Software Suite from September 10, 2026, through September 9, 2029, for the Office of Information Technology at Ocean County College.
- A maximum of \$19,232 to VoiceThread, Inc., Southold, New York, for a one-year contract renewal for the cloud-based presentation software license from September 8, 2026, through September 7, 2027, for the e-Learning Department at Ocean County College.
- A maximum of \$86,386.36 to Krueger International, Inc. (Bellia Interiors Group), Green Bay, Wisconsin, for the purchase of lounge furniture for the Grunin Lobby Expansion Project through the Sourcewell Cooperative Purchasing Program at Ocean County College.
- A maximum of \$36,250.20 to Park Place Technologies, LLC, Cleveland, Ohio, for a one-year contract for hardware and software support for production servers in the datacenter from September 1, 2026, through August 31, 2027, for the Office of Information Technology at Ocean County College.
- The following contract was amended: Contract Amended
 - An additional \$17,130.40, for a maximum total of \$47,130.40, to Motors and Drives, Inc., Freehold, New Jersey, for the purchase of two electric motors for the Green Energy Combined Cooling, Heating, and Power Plant as part of the one-year contract for the purchase and repair of electric motors, pumps, drives, belts, and pulleys from July 1, 2026, through June 30, 2027, on an as-needed basis through the Educational Data Services (EDS) Cooperative Contract at Ocean County College (contract originally awarded at the May 28, 2026, Board meeting).

Bylaw, Policy, and Curriculum Committee

Ms. Gove, Chair of the Bylaw, Policy, and Curriculum Committee, introduced Ms. Catherine Mancuso, Assistant Vice President 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. Janine Emma, Registrar, and Mr. James Marshall, Executive Director of Curriculum, to review the committee agenda, which was unanimously approved as submitted:

- The following revised 2026-2027 Ocean County College Advisory Committees were approved:
 - Environmental Management Advisory Committee
 - Law and Public Safety Advisory Committee
- The following items, as accepted by the College Senate at its meetings on July 16, and August 17, 2026, were approved:
 - Revised Program
 - Associate in Applied Science Degree, Radiography Technology
 - New Courses
 - CSIT 190, Artificial Intelligence Literacy
 - RADT 201, Advanced Imaging and Quality Assurance
 - RADT 209, Registry Review
 - Revised Courses
 - ASLN 105, Deaf Culture and History
 - ENVI 152L, Environmental Science Lab
 - MATH 191, Precalculus I
 - MATH 192, Precalculus II
 - MATH 196, Precalculus

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 Expansion, and Allied Health Renovations. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote.

Buildings/Grounds
Committee Report
Accepted

Personnel Committee

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

Personnel Report
Approved

Student Experience Committee

In the absence of Ms. Naples, Chair, Ms. Jennifer Kane, Executive Director, Student Engagement, reported the committee met with Student Government Vice President Aiden Soto, and provided a recap of the Summer New Student Orientation Program.

Student Experience
Committee Report

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on September 24, 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
September 24, 2026

The following meetings were scheduled:

Meetings
Scheduled

Thursday, September 24, 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

Thursday, October 15, 2026	12:00 p.m.	Board Retreat
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President's Report

Dr. Monaco shared the following highlights, in addition to the information included in the August President's Report:

President's Report

- Ms. Dina Sherman, Director of Procurement, earned her Qualified Purchasing Agent certification, which recognizes her expertise in public purchasing, allowing the College to use a higher bid threshold.
 - Ms. Kayla Stahl, Director of Student Conduct, gained advanced training in restorative justice, mediation, and facilitated dialogue through the Association for Student Conduct Administrator's 2026 Gehring Academy. The practices she learned are being integrated into OCC's student conduct processes.
- Ms. Stahl and a colleague at Middlesex College started a new Affinity group for conduct officers for development and education. Discussion will focus on student conduct education, restorative practice, CARE teams, student well-being, records management, and interinstitutional collaboration in addition to establishing a repository of best practices.
- The School of Nursing held an orientation today for 109 new students where they were introduced to the Nursing faculty, program, policies and procedures, electronic textbooks, and were given strategies to enhance learning.
 - Social Work students participated in the first Match Day which offered two-way interviews with agencies, facilitated by Program Chair Anais Mompoin and Field Coordinator Heather Lignelli. They also offered for the first time, a practicum partners orientation, ensuring all are aware of OCC's processes and philosophy.

- Match Day was also held for Federal Work Study students with a new program that was developed for students to attend seminars and workshops relating to being successful when interviewing with potential employers, appropriate behavior during work, and matching skills and interests of students to potential employer opportunities.
- Registration and Records evaluated student transcripts from 21 high schools to determine NJ STARS eligibility, highlighting connections with local schools. This is another way our staff assists students who will attend OCC.
- The County of Ocean's initiative, Ocean Goes Purple, will be held on Monday, August 31, 2026. The College will join this countywide initiative designed to raise awareness about substance abuse disorder, asking all employees who are able to wear purple and attend events downtown, as they are able.
- Hispanic Heritage Month begins on September 15, 2026, with a flag-raising ceremony, and will run for one month. The College is scheduling many cultural, educational, and community faced events on campus to celebrate. Additional information will be shared with Trustees as it becomes available.
- Dr. Justin Pfeifer, College Lecturer II, History, and Director of the Voices Center for Genocide, Human Rights, and Justice, reported that as a result of increased interest in the Center, the History Department is running two courses of History of the Holocaust this Fall.

Dr. Monaco introduced Dr. Sheenah Hartigan, Assistant Vice President, Enrollment Services, who provided the following enrollment update:

- Fall 2026 enrollment is currently down 61 students (-1.11%) and 1,697 in credits (-2.97%), following a drop for non-payment yesterday, with an increase in first-time and non-traditional students. An additional drop for non-payment will take place on September 1, 2026.
- Winter enrollment has begun and is currently down 24 students and 64 credits. Classes will begin December 14, 2026.
- 2027 Fiscal Year headcount is currently up .69% and down .02% in credits.

Upcoming events include:

- Express Enrollments
- Orientations
- Federal Work Study Day
- Welcome Week
- College 101 Presentations
- Early College Registrations
- Guidance Counselor Breakfast
- Trunk or Treat

Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, shared that the newly appointed members of the College Senate begin their terms on September 1, 2026, and will hold the first meeting on September 17, 2026. Dr. Dellner's term as Senate President ends on August 31, 2026. Dr. Monaco thanked Dr. Dellner for her service.

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

- Fall 2026 scholarship applications are currently under review by the Scholarship Committee, with thanks to Ms. Lisa Hussain, Advancement and Database Coordinator.

Upcoming Foundation events, with thanks to Ms. Kimberly Malony, Director of Advancement and Community Impact, and Ms. Julia Zipp, Associate Director of Advancement and Donor Engagement, include:

- 10th Annual SUP the River, in partnership with the Kiwanis Club of Greater Toms River and the Greater Toms River Chamber of Commerce on Saturday, September 19, 2026, at the Toms River Yacht Club
- Viking 5K and Fun Run, in partnership with Kean Ocean and Viking Athletics on October 4, 2026, with registration available at OCCFoundation.org
- 25th Annual Golf Classic on Tuesday, October 13, 2026, at Pine Barrens Golf Club with golfer and reception attendee tickets available at OCCFoundation.org/golf
- The reopening of the Grunin Center Expansion Project on December 9, 2026, featuring a performance by Judy Collins

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

Upon a request for public comments, Dr. Kubiel acknowledged Dr. Teresa Walsh, Dean of Nurs- Public Comments ing, for her efforts to bring the New Jersey Pay It Forward Program to Ocean County College, which will enable students enrolled in OCC's Nursing Program to apply for zero-interest, no-fee loans through the program, to help cover tuition and fees.

Mr. Kenneth Malagiere and the Foundation team were acknowledged for all they do to help students.

Commissioner Bacchione congratulated Ms. Lopez on her appointment as the 2026-27 Alumni Trustee and looks forward to working together this year.

Mr. Zabarsky thanked the County Commissioners and Governor Sherrill for the appointments of Mr. Memoli and Mr. Turnbach. He also thanked all who attended and presented at today's meeting, and welcomed new College Lecturers in STEM; Mr. Matthew Jakubowski, Mathematics; Dr. Frank Malatino, Physics; Mr. Frankie Mennicucci, Mathematics; and Dr. Jasmine Porter, Chemistry.

Finally, Mr. Zabarsky noted that OCC begins its 63rd year, beginning as the first community college in the State of New Jersey.

With no further comments from the Board members or the public, the meeting adjourned at 4:34 p.m.

Adjournment

Respectfully submitted,

DiAnne C. Gove
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President