



BOARD OF TRUSTEES

Regular Meeting

Minutes

May 29, 2025

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:30 p.m. on Thursday, May 29, 2025, by Mr. Jerry Dasti, 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 Open Public Meetings Act of 1975. This meeting was announced on May 23, 2025, 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. Dasti, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, Mr. Moshe Bender, Mr. Lee Canfield, Mr. Robert Fall, Ms. DiAnne Gove, Ms. Susan Naples, Mr. Steven Zabarsky, Ms. Cheyenne Severin, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Gerald Racioppi, Ms. Donna Rosinski-Kauz, Director of Library Services and College Senate Chair, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione.	Attendance
Mr. Sahradnik administered the trustee oath of office to Mr. Lee Canfield, who was appointed by the Ocean County Board of Commissioners to serve the remainder of the term of Mrs. Linda Novak, who resigned from the Board in May 2023, through December 19, 2026. The Trustees welcomed Mr. Canfield to the Board.	Swearing-In of Mr. Lee Canfield
The minutes of the April 24, 2025, Board of Trustees closed session and public meetings were approved by roll call vote, with abstentions from Mr. Canfield and Mr. Zabarsky.	Minutes Approved
Dr. Monaco introduced Mr. Hunter Mantz, who was selected by the Student Life Committee as the 2025-26 Board of Trustees Alumni Representative. Mr. Mantz will be sworn in at the July Board meeting.	
Dr. Monaco introduced Mr. Sean O'Leary, Director of Enterprise Technology Services, and Mr. Anthony Jordan, Enterprise Applications Director, who explained how Ocean County College ensures the security and confidentiality of students' personally identifiable financial information as required by the Gramm-Leach-Bliley Act.	Presentations

Ms. Laura Wills, Director of Transfer Services and Articulation, reviewed the Princeton University Transfer Scholars Initiative program and introduced three of the four OCC students who were accepted to participate in the 2025 summer intensive program. Jair Garcia, Laura Garzon Salinas, and Bernard Graham shared their experiences with the application process and their acceptance to the eight-week experience. Elizavta Jarkezian, the fourth accepted student, was unable to attend today's meeting.

Ms. Jennifer Fazio, Director of Student Life, introduced staff and students who attended the State Assembly Budget Committee hearing on Wednesday, March 19, 2025, and the Senate Budget Committee hearing on Wednesday, March 26, 2025. Erin Elizabeth shared her testimony to the legislatures, and Bernard Graham shared the testimony of his friend, Adam Sherman, to the Senate. The Trustees commended the students for their efforts and affirmed OCC's commitment to keeping tuition one of the lowest in the State. Mr. Dasti thanked the County Commissioners for continued support to OCC.

Ms. Gina Opauski, Director of Community and Workforce Development, and Ms. Gissela Malgeri, Title II ESL Instructor in the Adult Education, Civics, and Workforce Preparation Program, introduced Paula Estupian, ESL student, who won second prize for her poem, *Criminal*, which won second prize in the New Jersey Association for Lifelong Learning (NJALL) Annual Learner Writing Contest. Paula shared a reading of her poem.

Ms. Calleigh Kearns, Enrollment Services Advisor, Partnerships and Outreach, discussed the Ben Hudnall Memorial Trust partnership and her efforts to expand and extend the contract through April 2028. The contract encourages eligible employees of Kaiser Permanente to complete degrees at no cost to the employee.

Ms. Heidi Sheridan, Grunin Center Executive Director; Ms. Cara Muscio, Associate Director of the Planetarium; Ms. Laura Westmoreland, Assistant Director of Operations and Production, Grunin Center; and Ms. Jaclyn Wood, Assistant Director of Operations and Production, shared the many exciting activities currently being offered to OCC students and the Ocean County Community in their respective areas.

Upon a request for public comments by Mr. Dasti prior to the committee reports, Ms. Danielle Jones, Program Director, Career and Academic Programs, introduced herself and shared with the Trustees her background prior to joining OCC. Public Comments

Finance Committee

Mr. Dupignac shared there continue to be no recommended changes to the College portfolios since the last report. The Finance Agenda was then approved unanimously as amended.

- The statement of income and expenditures as of April 30, 2025, was accepted.

Income/Expenditures Accepted

➤ The following contracts were awarded:

Contracts Awarded

- A maximum of \$122,472 to Integrated Systems and Services, Inc., Eatontown, New Jersey, for the first-year with a second-year contract option for inspection, repair, maintenance, and related activities for the Electronic Access Control and Video Surveillance Systems from July 1, 2025, through June 30, 2026, for use by the Security Department at Ocean County College.
- A maximum of \$86,500 to CliftonLarsonAllen, LLP, King of Prussia, Pennsylvania, for the second-year contract option from July 1, 2025, through June 30, 2026, at Ocean County College as follows:
 - \$71,500 for professional auditing services
 - \$15,000 for financial reporting
- A maximum of \$145,000 to George Koustas Painting and Construction, LLC, West Long Branch, New Jersey, for the installation of a new storefront system, to include a door, window, security window, automatic door operator, and a 6' electrical heater, for the Ocean County Vocational Technical School (OCVTS) Pre-Nursing program in the Russell Building at Ocean County College.
- A maximum of \$287,000 to WestEd, San Francisco, California, for consulting services for an external grant evaluator for the Strengthening Community Colleges Training Grants Round 5, awarded by the U.S. Department of Labor for Health First New Jersey (HFNJ), a consortium of Ocean County College, Middlesex College, and Atlantic Cape Community College.
- A maximum of \$2,405,213.13 to Earle Asphalt Company, Farmingdale, New Jersey, for professional contractor services for upgrades to Parking Lot #1, 1R, upgrades to include pavement repair and resurfacing, lot striping, addition of islands, curbs, and speed bumps as necessary, and constructing a dedicated ADA parking lot in close proximity to the Gateway Building at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted
for Contract Awards

- 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, 2025, through June 30, 2026, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$60,000 to Pemberton Electrical Supply Company, LLC, Lumberton, New Jersey, for a one-year contract for the purchase of electrical supplies from July 1, 2025, through June 30, 2026, on an as-needed basis at Ocean County College.
- A maximum of \$90,000 to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for a one-year contract for professional electrician services from July 1, 2025, through June 30, 2026, on an as-needed basis through the Ocean County Cooperative Contract at Ocean County College.

- A maximum of \$144,941 to Ellucian Company, L.P., Fairfax, Virginia, for a two-year contract for academic advising software from July 1, 2025, through June 30, 2027, for use by the Academic Advising Department at Ocean County College.
- A maximum of \$50,000 to Waste Management of New Jersey, Inc., Ewing, New Jersey, for a one-year contract for solid waste and recycling collection from July 1, 2025, through June 30, 2026, through the Ocean County Cooperative Contract at Ocean County College.
- A maximum of \$2,327,948 to Ellucian Company, L.P., Fairfax, Virginia, for a five-year contract for the renewal of maintenance and support of the Colleague enterprise resource planning software from July 1, 2025, through June 30, 2030, for the Office of Information Technology 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, 2025, through June 30, 2026, for use at Ocean County College and OCC Manahawkin.
- A maximum of \$49,271.44 to CollegeNET, Inc., Portland, Oregon, for a one-year renewal of the annual licensing fee for the 25Live Software System from July 1, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$76,781 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, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$50,000 to KT's Office Services, LLC, Lanoka Harbor, New Jersey, for a one-year contract for the purchase of power supplies and campus-wide printer and maintenance services from July 1, 2025, through June 30, 2026, through the National Cooperative Purchasing Alliance (NCPA) for the Office of Information Technology at Ocean County College.
- A maximum of \$20,000 to Ace Outdoor Power Equipment, Bayville, New Jersey, for a one-year contract for the 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.
- A maximum of \$60,000 to Pocket Nurse, Monaca, Pennsylvania, for a one-year contract for the purchase of instructional and non-instructional medical supplies from July 1, 2025, through June 30, 2026, on an as-needed basis through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) for use by the Nursing and Workforce and Professional Education departments at Ocean County College.
- A maximum of \$32,058 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of audio and video equipment for the Library multipurpose and study rooms through the TIPS Cooperative Contract at Ocean County College.
- A maximum of \$50,000 to Jay Hill Repairs, Fairfield, New Jersey, for a one-year contract for kitchen appliance installation, maintenance, and repairs from July 1, 2025, through June 30, 2026, through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.

- A maximum of \$46,200 to Quest Software, Inc., Aliso Viejo, California, for a one-year contract for remote support services for the implementation of a new Help Desk ticketing system from May 29, 2025, through May 28, 2026, for the Office of Information Technology at Ocean County College.
- A maximum of \$28,382.35 to Anthology, Inc., Boca Raton, Florida, for a one-year contract for Help Desk support services from July 1, 2025, through June 30, 2026, through the NJEdge.NET Consortium Contract for the Office of Information Technology at Ocean County College.
- A maximum of \$1,525,404 to Kellermeyer Building Services, LLC (KBS), Oceanside, California, for a one-year contract for custodial services from July 1, 2025, through June 30, 2026, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$95,000 to Cleary Giacobbe Alfieri Jacobs, LLC, Matawan, New Jersey, for a one-year contract for professional legal services, special labor counsel, from July 1, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$110,000 to Honorlock, Inc., Boca Raton, Florida, for a one-year contract for online proctoring services, from July 1, 2025, through June 30, 2026, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
- A maximum of \$116,651.80 to Dell Marketing, L.P., Round Rock, Texas, for the purchase of Dell laptop computers and charging carts for the Technology Building at Ocean County College.
- A maximum of \$40,000 to SHI International Corporation, Somerset, New Jersey, for a one-year contract for the renewal of AWS cloud services from July 1, 2025, through June 30, 2026, through the NJEdge Microsoft Licensing Consortium Contract 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, 2025, through June 30, 2026, at Ocean County College.
- The following qualified pool of professional American Sign Language Interpreting and Captioning service providers to be used on an as-needed basis from July 1, 2025, through June 30, 2026, at Ocean County College:
 - Access Resource, LLC, Saint James, Minnesota
 - Budget Captioning, LLC, dba Classroom Captioning, Monument, Colorado
 - Deaf Services Unlimited, Des Moines, Iowa
 - Effective Communication NY, LLC, Staten Island, New York
 - Geneva Worldwide, Inc., New York, New York
 - Karas Enterprises, Inc., dba Karasch and Associates, West Chester, Pennsylvania

- National Captioning Institute, Inc., Chantilly, Virginia
 - Sign4U Interpreting Service, LLC, Glendora, New Jersey
 - SignGlasses, LLC, Salt Lake City, Utah
 - TPUSA, Inc., Salt Lake City, Utah
- Resolutions were adopted to award the following contracts through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) with Ocean County College serving as lead agency:
- Resolutions Adopted
for NJCCC Purchasing Consortium
Contract Award
- For a two-year contract to Economic Modeling, LLC, dba Lightcast, Moscow, Idaho, from June 1, 2025, through May 31, 2027, for Economic Modeling Program Services.
 - For a two-year contract to Consolidus, LLC, Akron, Ohio, from July 1, 2025, through June 30, 2027, for a Promotional Item Online Storefront.
 - For a three-year contract with a two-year option to the following vendors from June 1, 2025, through May 31, 2028, for Online Tutoring Services:
 - Brainfuse, New York, New York
 - Simplify Math Engagement Center dba Eurekii, Phoenix, Maryland
 - Tutor.com, Inc., New York, New York
- The following contracts were amended:
- Contracts Amended
- An additional \$9,484.52, for a maximum total of \$43,596.74, to LBJ Flooring, LLC, Newark, New Jersey, to remove and replace the flooring in the Lecture Hall of the Hering Science Building as part of the removal and replacement of flooring in the Grunin Theatre through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College (contract originally awarded at the November 7, 2024, Board meeting).
 - An additional \$30,000, for a maximum total of \$110,000, to B&H Photo Video Pro Audio, Inc., New York, New York, for the purchase of additional audio/video equipment and peripherals for the remainder of the fiscal year through the Hunterdon County Educational Services Commission (HCESC) Cooperative Contract for use at Ocean County College (contract originally awarded at the April 25, 2024, Board meeting).
- The Board rejected bid proposals for Sanitary Sewer Line Cleaning and Inspection Services at Ocean County College, received on May 20, 2025, in accordance with New Jersey Statute 18A:18A-22.a, as the lowest bid substantially exceeds the cost estimates for the goods or services.
- Bid Proposal
Rejected
- The Board rejected the bid proposals for the Grunin Center Main Stage Audio Upgrades at Ocean County College, received on May 22, 2025, in accordance with New Jersey Statute 18A:18A-22.a, as the lowest bid substantially exceeds the cost estimates for the goods or services.
- Bid Proposal
Rejected

- The contract awarded at the March 27, 2025, Board meeting to A. Guzzo Landscaping, LLC, Absecon, New Jersey, for grounds and landscape maintenance services was rescinded due to the vendor's withdrawal from the second-year option, citing inability to perform the work at the current contract price. Rescission of Contract Award
- The Board authorized, in accordance with the \$5,742,966 SCCT Grant (Strengthening Community College Training) that was accepted by the Ocean County College (OCC) Board of Trustees on January 23, 2025, to pass through funds to consortium partners in amounts not to exceed \$1,573,863 to Atlantic Cape Community College and \$1,333,234 to Middlesex College. The initiative aims to expand the number of highly skilled professionals in the healthcare and healthcare IT sectors by providing guided career pathways aligned with employment data from the New Jersey Department of Labor and Workforce Development (NJDOLE). The project spans four counties (Atlantic, Cape May, Middlesex, and Ocean) and 97 municipalities. Grant Fund Transfer Authorization
- The Board approved a lease agreement with Ocean County PIC for the use of a room in the Continuing Learning Center at Ocean County College for the purpose of offering services, including academic, career, and financial programs, as part of the Youth Career Opportunity Plan/Ocean County Achievement Center for a term of one year (July 1, 2025, to June 30, 2026) with an option to renew for a second year (July 1, 2026, to June 30, 2027). Lease Agreement Approved

Bylaw, Policy, and Curriculum Committee

Dr. Garcia noted the Bylaw, Policy, and Curriculum Committee met with Senate representatives Ms. Caroline Brittain, Director of Academic Affairs Processes, and Ms. Donna Rosinski-Kauz, Dean of Library and Learning and College Senate Chair, to review the committee agenda, which was unanimously approved upon roll call vote:

- Ocean County College Revised Academic Calendar: Revised Academic Calendar Approved
 - 2025-2026 Revised Academic Calendar
- Revised Policy Revised Policy
 - Policy #3006, Personnel, All Employees, Progressive Discipline
- The following items, as accepted by the College Senate at its meeting on May 15, 2025, were approved unanimously upon roll call vote: College Senate Items Approved
 - Revised Program Revised Program
 - Associate in Arts, Liberal Arts
 - New Courses New Courses
 - CSIT 251, Introduction to Networking
 - CSIT 261, Advanced Networking Concepts
 - THTR 209, Theatre History: Early World
 - THTR 311, 20th and 21st Century Playwrights

- THTR 385, Production Management
- THTR 395, Playwriting II
- Revised Course Revised Course
 - MATH 265, Calculus I
- Inactivated Course Inactivated Course
 - MATH 201, Precalculus Techniques and Applications

Buildings and Grounds Committee

Mr. James Calamia, Assistant Vice President of Facilities, provided an update on several on-going projects, including the Grunin Center Lobby Expansion, Grunin Center Music Practice Rooms, Parking Lot #1 Repaving, Gateway ADA Parking Lot, Practice Rooms, Russell Building VOTEC Building Renovation, and Radiography and Dental Hygiene Programs. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote. Building/Grounds Committee Report Accepted

Personnel Committee

Mr. Leone shared the Compensation Committee met recently to discuss and review increases for non-affiliated personnel and contracts for Dr. Monaco and Ms. Winchester. The latter will be presented for approval at the June Board meeting in the form of three-year contracts. The Personnel Report was then unanimously approved as submitted, including the non-affiliated personnel increases. Personnel Report, Approved

Student Experience Committee

Dr. Racioppi shared the Student Experience Committee, including Ms. Severin, met and discussed the Commencement Ceremonies, which received extremely positive feedback from students and families. Ms. Severin commented the smaller ceremonies offered intimate settings for students and families. Mr. Racioppi then commended College Relations, Facilities, and Student Life departments for the quick transition to this format. Student Experience Committee Report

Miscellaneous

Upon unanimous roll call vote, resolutions were adopted to provide for closed meetings to be held on June 12, 2025, at 9:00 a.m., for the purpose of discussing personnel, professional development, and self-assessment, and on June 30, 2025, at 3:00 p.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation. Resolutions Adopted for Closed Meetings June 12, and 30, 2025

The following meetings were scheduled:

Meetings Scheduled

Monday, June 30, 2025	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

The trustees adopted, upon unanimous roll call vote, a resolution in recognition of the outstanding dedication and commitment from 2002-2025 of Mrs. Linda Novak upon her retirement from the Board of Trustees. Resolution Adopted for Mrs. Linda Novak

Mr. Dasti thanked Commissioner Frank Sadeghi for starting the monthly conversations between OCVTS and OCC, which have brought additional programs to campus. Mr. Dasti encouraged the other Trustees to attend one of the monthly meetings to learn about the growing partnership.

Dr. Racioppi reported Summer 2025 Enrollment is currently ahead 184 students (+5.42%) and 19,179 credits (+5.29%). 2025 Fiscal Year Enrollment is ahead 122 students, but down 1,671 credits (-1%). Early College Enrollment is ahead 7 students (+.31%) and 1,247 credits (+7.2%). Fall Enrollment is currently down 57 students (-2.07%), but ahead 16 credits (+.05%).

The Trustees commended the Enrollment Services team for continued outreach to help increase enrollment.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the College Senate election process continues, with Standing Committee Self-Nominations currently being accepted.

Dr. Jessica Adams, Dean of Kean Ocean, provided a Kean Ocean update and thanked Dr. Monaco for her participation in the Kean University Commencement and for including Kean University in OCC's ceremonies.

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

- The Fall Scholarship application period will open May 30, 2025, and remain open through August 16, 2025.
- The Fund Distribution Committee, chaired by Foundation Board Vice-Chair, Casey Yetman-Mundry, has reviewed and moved over \$500,000 in applications to the Board for a formal vote on funding at the Foundation's June meeting.
- The Foundation Art Collection has added two pieces from American Abstract Artist, Vincent Baldisano, displayed in the Gateway Building in partnership with Kean Ocean. Mr. Malagiere thanked the Facilities team for their continued assistance with installation of the collection.
- The 2025 Annual Scholarship Celebration will honor Ms. Mary Lancaster, OCC Comptroller, the Gia Maione Prima Foundation, and Mr. Philip Zitelli, member of OCC's first graduating class, on June 27, 2025.

Upcoming events include the New Jersey Symphony on Tuesday, June 24, 2025, and the final Spring 2025 Blauvelt Lecture with Tiki Barber on June 5, 2025.

The 2025-26 speakers will include New York Times Columnist Maureen Dowd, Co-founder of Leaf and Limb Basil Kamu, NATO's 16th Supreme Allied Commander Europe and best-selling author Retired Admiral James G. Stravitis, and acclaimed Canadian novelist, poet, literary critic and inventor, Margaret Atwood.

President's Report

Dr. Monaco acknowledged Ms. Ilene Cohen, Executive Director of Athletics, who received the 2025 NJCCC Spirit Award at the New Jersey Community College Opportunity Summit on June 5, 2025. Dr. Monaco also congratulated student Areeba Zulkarnain who was named New Jersey Student of the Year at the event.

President's Report

Upon a request for public comments, Mr. Dupignac acknowledged Mr. Leone for initiating the discussion regarding the change for Commencement. Mr. Racioppi commended Ms. Cohen for rescinding a planned vacation day in order to support students on the rain date.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 5:30 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President