



BOARD OF TRUSTEES

Regular Meeting

Minutes

October 5, 2015

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:37 p.m. on Monday, October 5, 2015, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.</p>	Call to Order
<p>The announcement of public meeting was made by Mrs. Connie Bello in compliance with the Open Public Meetings Act of 1975. Notice of this meeting was publicized through a resolution adopted at the November 2014 reorganization meeting and distributed as required by law.</p>	Public Meeting Announcement
<p>Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Dr. Eva Smithers, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, and Interim Vice President Carol Brown.</p>	Attendance
<p>The minutes of the August 24, 2015, Board of Trustees closed sessions and public meeting were approved upon unanimous roll call vote.</p>	Minutes Approved
<p><u>Commendation</u></p> <p>Dr. Larson commended Ms. Heather Barberi, Executive Director of the Ocean County College Foundation, and her staff for their work on the Foundation Golf Outing which took place on September 28th. This event was a great success which helped to raise money for scholarships to support our students.</p>	Commendation
<p><u>Finance Committee</u></p> <p>Upon unanimous roll call vote, the following Finance Committee items were approved:</p> <ul style="list-style-type: none">➤ The statement of income and expenditures as of September 30, 2015, was accepted.	Income/Expenditures Accepted

- The following contracts were awarded: Contracts
Awarded
 - A maximum of \$22,060 to Deterrent Technologies, Inc., Ocean, New Jersey, for the first year of a two-year contract for security access control services at Ocean County College.
 - A maximum of \$99,500 to Kaltech Engineering NJ, Inc., Springfield, New Jersey for professional concrete sidewalk and curbing repair and replacement at Ocean County College.
 - A maximum of \$450,000 to Bil-Jim Construction, Jackson, New Jersey, for the first year of a two-year contract for snow removal services at Ocean County College, including the Toms River campus, the Southern Education Center, and the Barnegat Bay Partnership in Toms River.
 - A maximum of \$13,500 to National Fence Systems, Inc., Avenel, New Jersey, for the purchase and installation of a treated wood post and rail fencing and a maximum of \$14,500 to Recycle Solutions Corporation, Paterson, New Jersey, for chain link fencing at Ocean County College.
 - A maximum of \$23,695 to Mainstream Fluid and Air, LLC, Berkeley Heights, New Jersey, for the purchase of new rooftop exhaust fans for the Health and Performance Center at Ocean County College.
 - A maximum of \$50,000 to Falasca Mechanical, Inc., Vineland, New Jersey, for the first year of a two-year contract for professional emergency pipe repair at Ocean County College.
 - A maximum of \$150,000 to Compass Group USA, Inc., by and through its Canteen Vending Services Division, Charlotte, North Carolina, for the first year of a five-year contract for food management and vending services at Ocean County College.
- The following resolutions were adopted: Resolutions
Adopted for
Contract Awards
 - A maximum of \$40,330 to The College Board-OALS, New York, New York, for the purchase of additional Accuplacer Tests for use by the Testing Center at Ocean County College.
 - A maximum of \$38,700 to Career America, LLC, Boulder, Colorado, for the first year of a three-year agreement for comprehensive Financial Aid TV Service for use on the College website by the Financial Aid Department at Ocean County College.
 - A maximum of \$21,819.66 to Amazon Web Services, Inc., Seattle, Washington, for the first year of a three-year contract for Cloud computing services at Ocean County College.

- A maximum of \$32,000 to Association of Community Collee Trustees (ACCT), Washington, District of Columbia, for professional search services for the Vice President of Academic Affairs vacancy at Ocean County College.
 - A maximum of \$22,000 to NCS Pearson, Inc., dba/Smarthinking, Inc., Washington, District of Columbia, for online tutoring services at Ocean County College.
 - A maximum of \$20,000 to Data Recognition Corporation, Maple Grove, Minnesota, for the purchase of high school equivalency assessment testing materials for use by the Testing Center at Ocean County College.
 - A maximum of \$43,019 to Siemens Industry, Inc., Blue Bell, Pennsylvania, for professional services to the Siemens Emergency Management System (EMS) as it relates to the building automation system (BAS) at Ocean County College.
 - A maximum of \$29,070 to SHI International, Corp., Somerset, New Jersey, for the contract renewal for the Adobe-Enterprise software license for use at Ocean County College.
 - A maximum of \$17,559 to PeopleAdmin, Inc., Austin, Texas, for the purchase of an applicant tracking management software system for use by the Human Resources Department at Ocean County College.
 - A maximum of \$32,015 to Tropical Travel Representative, The Woodlands, Texas, for the services of a tour operator for the “World of the Maya” travel seminar to Mexico offered from March 19-27, 2016, by Ocean County College.
 - A maximum hourly rate of \$213 to Ellucian Company, LP, Fairfax, Virginia, for professional services for Colleague/Datatel administrative programs at Ocean County College.
 - The following contracts were amended:
 - An additional \$40,512.16, for a maximum total of \$143,105.96, to Veolia Energy Operating Services, LLC, Boston, Massachusetts, for additional operation and maintenance services for the combined heat and cooling power plant at Ocean County College (contract originally awarded at the August 25, 2014, Board meeting).
 - An additional \$15,000, for a maximum total of \$45,000, to Black Rocket Products, LLC, Atlantic Highlands, New Jersey, for 2015 Kids Summer Computer Courses at Ocean County College (contract originally awarded at the June 22, 2015, Board meeting).
- Contracts Amended

- An additional \$258,396, for a maximum total of \$16,699,720.19, to Brockwell and Carrington Contractors, Inc., Towaco, New Jersey, for change orders to furnish and install gas service regulators, change underground hot and chilled water piping, revise and add piping and controls for central utility plants, and extend additional fiber optic cable as part of the construction of the new Student Center at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
- An additional \$19,386.65, for a maximum total of \$402,217.65, to Ellucian Company, LP, Fairfax, Virginia, for the e-commerce annual fee as part of the software maintenance of Colleague Datatel administrative programs at Ocean County College (contract originally awarded at the June 22, 2015, Board meeting).
- The Board rescinded the \$34,500 contract awarded to State Shuttle, Inc. d/b/a State Shuttle Worldwide, Inc., Lake Hopatcong, New Jersey, for transportation of OCC athletic teams for sporting events at various locations as State Shuttle, Inc., failed to meet the specifications and requirements of the original proposal (contract originally awarded at the July 27, 2015, Board meeting). Contract Rescinded
- The following grant awards were accepted: Grant Awards Accepted
 - A \$1,000 grant award from the New Jersey Department of Environmental Protection, Division of Water Monitoring and Standards, to fund a Cooperative Agreement with the Barnegat Bay Partnership at Ocean County College entitled, “AmeriCorps New Jersey Watershed Ambassador Program,” and to support the program with the training of volunteers, education, and outreach to OCC students, community groups and others, and developing and undertaking the project at the Barnegat Bay Partnership location in Toms River. Project period: September 8, 2015, through August 31, 2016. Project Director: Dr. Stan Hales, Director of the Barnegat Bay Partnership.
 - A \$28,703 grant award from the New Jersey Council of County Colleges and the Office of the New Jersey Secretary of Higher Education for a College Readiness Now II Grant Program to focus on preparing Ocean County high school students to be more prepared to be college and career ready. Project period: September 1, 2015, through August 31, 2016. Project Director: Dr. Henry Jackson, College Lecturer II, Academic Skills.
 - A \$50,662.53 grant award from the State of New Jersey, Department of Children and Families, Division on Women, to extend for the third year services provided through the Displaced Homemakers project as part of recovery efforts following Super Storm Sandy to support the local displaced homemaker population. Funding period: August 1, 2015, through June 30, 2016. Project Director: Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services.

- The Board authorized the application for a \$50,000 grant from the State of New Jersey, Department of Environmental Protection, to fund a project entitled, “Projects Enhancing Citizen Science in the Barnegat Bay,” through the Barnegat Bay Partnership Program. Project Period: 2015-16. Project Manager: Dr. Stan Hales, Director of the Barnegat Bay Partnership. Grant Application Authorized

Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

- Items accepted by the College Senate at its meeting on September 16, 2015: College Senate Items Approved
 - Revised Degree Program
 - A.S. in General Studies
 - Revised Certificate Program
 - Personal Training Certificate of Proficiency
 - New Courses
 - JAPN 201, Intermediate Japanese I
 - JAPN 202, Intermediate Japanese II
 - Revised Courses
 - BUSN 220, Career Management and Professional Behavior
 - COCG 163, Photoshop
 - MUSC 177, Ear Training and Sight Singing I
 - MUSC 181, Theory of Music I
 - POLI 268, Women and Politics

Buildings and Grounds Committee

Upon unanimous roll call vote, the Buildings and Grounds Committee Report for October 5, 2015, was accepted. Building/Grounds Report Accepted

Mrs. Novak thanked the Board members who attended the ribbon cutting ceremony for the new North Bay Avenue access road. Mrs. Novak also reported that the new Student Center is moving along nicely. The anticipated opening will be January 2016.

Mr. Matthew Kennedy, Assistant Vice President of Facilities, introduced Mr. Michael Bruno, Associate Director of Facilities and Planning, who shared information and images of the Phase I completion of the Mill Creek Sailing Center built in partnership with the Ocean County Parks Department that will be used in part by the OCC Sailing Team. The floating dock is composed of concrete that has been filled with Styrofoam and is ADA compliant. The site has been equipped with electricity and running water.

Personnel Committee

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

Personnel Report
Approved

President's Report

Dr. Larson introduced Ms. Patricia Fenn, Assistant Vice President, Continuing and Professional Education and Workforce Development, who reported on the Manufacturing Employer Summit that was held on campus September 30 and co-hosted with NJIT, the Manufacturing Talent Network, Ocean County Vo-Tech School, and New Jersey Manufacturers Extension Program. The event included a panel of speakers from local Ocean County manufacturing companies that created a rich dialog which focused on the needs of attracting and retaining skilled employees. Participants were engaged and involved in discussions. Ms. Fenn noted that the local industry representatives are committed to working with OCC to provide training opportunities for their current and future employees and shared that there are many new grant opportunities available in this area.

President's
Report

Dr. Norma Betz, Vice President of Student Affairs, introduced Ms. Anna Regan, Director of Academic Advising, who provided an update on the Ocean Connect Student Planning program that went live to students on September 29. Faculty and staff training sessions will continue in addition to tutorials being available in the lobby of the Administration Building for students in order to assist with the transition. Students will be able to view their degree audit via the site and review for accuracy, register for a class, as well as be able to directly submit a query to the advising staff regarding any concerns. Ms. Regan distributed posters that are displayed throughout campus advertising pertinent information to students. Dr. Betz acknowledged the hard work by Ms. Regan's staff and the IT Department that went into this project. Mrs. Novak commended Ms. Regan for a very well organized presentation and website.

Dr. Betz introduced Ms. Jennifer Fazio, Director of Student Life, and Ms. Lisa Kasper, Director of Admissions, who provided an overview of the campaign to introduce the new Viking mascot. Ms. Fazio explained that the Student Life office, together with help from the entire campus, was able to introduce the Viking to the campus community during various welcome week activities, which included information tables and Student Life club fair. Copies of the 2015/16 Student Handbook, "Time Well Spent," were distributed to all students and a Viking t-shirt giveaway was organized to help promote awareness of the new mascot. Staff and faculty were available to give directions and information to students during the week. Copies of the student handbook were distributed at today's meeting, the cover of which included student artwork. Ms. Fazio commended Ms. Alison Noone, Assistant Director of Student Life, and Mr. Scott Bruinooge, Manager of Graphic Design, for their work on the handbook.

Ms. Kasper shared pictures of the new Viking mascot from his great summer tour of Ocean County taken at several locations, including the beach, boardwalk, and Ocean County Library. He will have a strong presence in the community, which will include attending an upcoming Toms River High School North and South football game, introducing him at the annual Toms River Halloween Parade, and participating in many winter and spring Viking themed events, culminating with Viking Day on April 15, 2016. Ms. Kasper also shared that there were 107 entries in the "Name the Viking" contest, which have been narrowed down to four finalists. The official name will be announced after survey results are tallied at the end of this week.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Friday, October 16, 2015	12:00 noon	Board Retreat
Monday, November 2, 2015	10:00 a.m.	Finance Committee
	10:00 a.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	10:30 a.m.	Buildings and Grounds Committee
	10:30 a.m.	Personnel Committee
	11:00 a.m.	Closed Session
	12:30 p.m.	Regular Monthly Public Meeting

Dr. Stephen Kubow, Acting Associate Vice President for Kean Ocean, provided an update regarding the status of the approval of the joint BSN degree. The Executive Committee of the New Jersey Board of Nursing has several concerns that need to be addressed regarding OCC's authorization to award baccalaureate degrees. Dr. Larson will meet with Ms. Rochelle Hendricks, New Jersey Secretary of Higher Education, who has been very supportive of the program to discuss this issue.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:23 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees