



BOARD OF TRUSTEES

Regular Meeting

Minutes

July 28, 2016

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:33 p.m. on Thursday, July 28, 2016, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus. 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. Notice of this meeting was publicized through a resolution adopted at the June 2016 Board meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Mr. Frank Dupignac, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Dr. Judith DeStefano-Anen, Ms. Danielle Robleski, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, and Associate Vice President Lisa DiBisceglie.

Attendance

The oath of office to serve on the Ocean County College Board of Trustees was administered by Mr. Jack Sahradek to Dr. Judith DeStefano-Anen, who was recently appointed as the Interim Ocean County Executive Superintendent of Schools, and Ms. Danielle Robleski, who was selected to serve as the student/alumni representative on the Board of Trustees from July 1, 2016, through June 30, 2017. The trustees welcomed both Dr. DeStefano-Anen and Ms. Robleski to the Board.

Swearing In

The minutes of the June 28, 2016, and July 15, 2016, closed session and public meetings were approved, with an abstention by Dr. DeStefano-Anen on the June 28, 2016, and July 15, 2016, minutes and Mr. Monahan on the July 15, 2016, minutes.

Board of Trustees
Minutes Approved

Finance Committee

Upon unanimous roll call vote, the Finance Committee items were approved as amended.

- The statement of income and expenditures as of June 30, 2016, was accepted.

Income/Expendi-
tures Accepted

➤ The following contracts were awarded:

Contracts
Awarded

- A maximum of \$ 118,724.40 to SHI International Corporation, Somerset, New Jersey, for the purchase of data storage systems for use at Ocean County College.
- A maximum of \$20,000 to T & G Industries, Inc. d/b/a TGI Office Automation, Brooklyn, New York, for the first year of a two-year contract for campus-wide copier services at Ocean County College.
- A maximum of \$20,284 to Suburban Trails, Inc., A Coach USA Co., New Brunswick, New Jersey, for transportation services of OCC athletic teams to sporting events at various locations.
- A maximum of \$18,912 to Suburban Trails, Inc., A Coach USA Co., New Brunswick, New Jersey, for transportation services for various Student Life trips at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions
Adopted for
Contract Awards

- A maximum of \$28,950 to Assessment Technologies Institute, LLC, Leawood, Kansas, for the purchase of various instructional supplies and testing materials for the Continuing and Professional Education/Allied Health Department for use at Ocean County College.
- A maximum of \$30,030 to The College Board-OALS, New York, New York, for the purchase of Accuplacer Tests for use by the Testing Center at Ocean County College.
- A maximum of \$29,624.51 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of database subscriptions for use in the Library at Ocean County College.
- A maximum of \$85,868.65 to EBSCO Industries, Inc., d/b/a EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions for use in the Library at Ocean County College.
- A maximum of \$48,851.14 to NJEdge.Net, New Jersey Institute of Technology, Newark, New Jersey, for the purchase of internet database subscriptions for use in the Library at Ocean County College.
- A maximum of \$42,000 to Yankee Book Peddler, Inc., Birmingham, Alabama, for the purchase of miscellaneous books for use in the Library at Ocean County College.
- A maximum of \$29,500 to West Publishing Corporation, Eagan, Minnesota, for the purchase of miscellaneous books and Westlaw Campus Pro Database for use in the Library at Ocean County College.
- A maximum of \$546,642 to School Alliance Insurance Fund (SAIF), West Windsor, New Jersey, for the purchase of college-wide general liability insurance at Ocean County College.

Bylaw, Policy, and Curriculum Committee

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

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| ➤ A resolution was adopted to apply for “Eligible Organization” status with the New Jersey Division of Fire Safety to provide certified fire service training. | Resolution Adopted to Apply for Eligible Organization Status |
| ➤ In compliance with Policy #1370, Amendments to Bylaws, the following proposed Bylaw revision was introduced in anticipation of formal approval at the August 25, 2016, Board Meeting: Revision to Policy #1311, Bylaws for the Operation of the Board of Trustees, Operation, Meetings. | Introduction of Bylaw Revision |
| ➤ The Board approved the temporary suspension of Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, for a Foundation Scholarship Celebration auction item donated by Ocean County College’s food service provider, Canteen, to serve dinner for ten, which will take place on Thursday, July 28, from 6:30 to 9:00 p.m. in the Gateway Building on the College campus. | Policies Suspended |

Buildings and Grounds Committee

Mrs. Novak thanked all who attended the Groundbreaking Ceremony for the new Health Sciences Building on June 28, 2016.

Mr. Matthew Kennedy, Assistant Vice President of Facilities, reported that the renovations to the Administration Building Provost Suite and ground floor conference and break rooms were completed primarily with in-house staff, with limited assistance by contractors. Mr. Kennedy explained that work will continue with the first floor one-stop shop that will include an expansion of the lobby to help during peak registration periods.

Dr. Larson commended Mr. Kennedy’s leadership, which has enabled the College to do this work in-house, and thanked Mr. Kennedy and his staff for their hard work on these projects.

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| ➤ The Buildings and Grounds Committee Report for July 28, 2016, was unanimously approved. | Building/Grounds Report Accepted |
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Personnel Committee

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

Personnel Report Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, August 25, 2016, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution
Adopted for
Closed Meeting -
August 25, 2016

The following meetings were scheduled:

Meetings
Scheduled

Thursday, August 25, 2016	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

President's Report

Dr. Larson welcomed back Dr. Richard Parrish, former Vice President of Planning and Administration, who attended the meeting. Dr. Parrish commended Dr. Larson for his leadership and commitment to students.

President's
Report

Dr. Larson introduced Dr. L. Stan Hales, Director of the Barnegat Bay Partnership, who shared the "State of the Bay" video that accompanies the annual State of the Bay report. Dr. Hales explained that this is a promotional video that was completed with the help of Ms. Elizabeth Hyle, Special Events Coordinator, Barnegat Bay Partnership. Dr. Larson thanked Dr. Hales and Ms. Hyles for the hard work that went into completing both the annual report and video. Dr. Hales also answered questions by the Trustees regarding the future of the Bay and the retention basins on campus.

Dr. Larson asked Ms. Tracey Donaldson, Assistant Vice President of Human Resources, to discuss aspects of the upcoming Board Retreat, which will be held on Friday, August 12. Ms. Donaldson explained that the Trustees will experience a Taste of the Leadership Academy and that she will be sharing outcomes from the first cohort, who have completed the program. Ms. Donaldson will be joined by Brigadier General (Retired) John DiNapoli of Spencer Ryan Consulting. The program is designed for participants to understand personal strengths and weaknesses. Ms. Elise Barocas, Controller, a participant from the first cohort, shared with the Board that the program provided her with a great deal of self-awareness and brought together people from different areas of the College community who wouldn't have had the opportunity to work together. The first cohort will present its capstone project to the Board at a future meeting.

Dr. Larson shared the following items with the Board:

- The 3rd annual picnic for Alumni and staff will be held on August 5th at the Lake-wood BlueClaws stadium.
- We are currently working on the agreement to bring the Performing Arts Academy on campus, which will give high school students the opportunity to complete early college courses.
- He will host a presentation at the upcoming October 5 through 8, 2016, ACCT meeting in New Orleans, Louisiana, with Dr. DeStefano-Anon.
- Developmental meetings for the Center for School Success project continue, and we will be reaching out to school districts regarding the Every Student Succeeds Act (ESSA), which will take effect in October.
- On Thursday, September 22, 2016, the 10-year Celebration of the Kean Ocean Partnership will take place following the Board meeting.
- He will travel to Rabat, Morocco, and Cairo, Egypt, for meetings with the International University of Rabat, Ain Shams University, and the Minister of Telecommunications in Egypt, as well as for other possible opportunities. The Board will be updated at the August 25, 2016, meeting on these prospects.

Mr. Leone complimented the Administration on the coordination of programs with public schools as this is an important element that will bring teachers on campus. He congratulated Dr. Larson on such an innovative program.

With no further comments from the Board members or the public, the meeting adjourned at 1:30 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees