



BOARD OF TRUSTEES

Regular Meeting

Minutes

August 24, 2015

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Monday, August 24, 2015, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.	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 November 2014 reorganization 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. Frank Dupignac, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Mordechai Grubin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, and Interim Vice President Carol Brown.	Attendance
Mr. Sahradnik administered the oath of office to Mr. Mordechai Grubin, who was selected to serve as the student/alumni representative on the Board of Trustees from July 1, 2015, through June 30, 2016. The trustees welcomed Mr. Grubin to the Board.	Swearing In
The minutes of the July 27, 2015, Board of Trustees closed session and public meeting were approved upon unanimous roll call vote.	Minutes Approved
<u>Commendation</u>	
Dr. Larson welcomed Mr. Phillip Zollner, part-time Planetarium Presenter and CPE Instructor of Astronomy, and thanked him for his generous \$10,800 donation to the Robert J. Novins Planetarium. Two new Planetarium Programs will be purchased and made available to members of the community and students:	Commendation
<ul style="list-style-type: none">➤ “The Little Star That Could”➤ “300 Years of Astronomy”	

In appreciation for his generous gift and many years of support to the Planetarium, Mr. Zollner was presented a Certificate of Appreciation and a gift bag of OCC memorabilia.

Finance Committee

Upon unanimous roll call vote, the following Finance Committee items were approved:

- The statement of income and expenditures as of July 31, 2015, was accepted.
- The following contracts were awarded:
 - A maximum of \$99,124.76 to Aspire Technology Partners, LLC, Hazlet, New Jersey, for the purchase of hardware and networking infrastructure for the Student Center at Ocean County College.
 - A maximum of \$102,200.05 to Dimension Data North America, Inc, Charlotte, North Carolina, for the purchase of Cisco data/voice/video network and related hardware and software equipment renewal for use at Ocean County College.
 - A maximum of \$48,000 to Hurst Review Services, Inc., Brookhaven, Mississippi, for the purchase of a review course for nursing students to prepare for the National Council Licensure RN examination at Ocean County College.
 - A maximum of \$29,924 to United Rentals (North America), Inc., Stamford, Connecticut, for the rental of a temporary chiller for the Student Center at Ocean County College.
 - A maximum of \$14,143 to Turtle & Hughes, Inc., Plainfield, New Jersey, for the purchase of electronic monitoring meters for use at Ocean County College.
- The following resolutions were adopted:
 - A maximum of \$30,263.62 to SirsiDynix, Lehi, Utah, for the annual software maintenance renewal for the Library automated services at Ocean County College.
 - A maximum of \$25,375 to Assessment Technologies Institute, LLC, Leawood, Kansas, for the purchase of tests, study guides, and miscellaneous supplies for use by the Testing Center and Continuing and Professional Education Department at Ocean County College.
 - A maximum of \$42,085 to Lexmark Enterprise Software USA, Inc., Lenexa, Kansas, for the maintenance license renewal for Document Imaging/Image Now software for use at Ocean County College.

Income/Expenditures Accepted

Contracts Awarded

Resolutions Adopted for Contract Awards

- A maximum of \$51,992 to Stockton University-Marine Science and Environmental Field Station, Port Republic, New Jersey, for a Barnegat Bay Partnership project entitled, “Barnegat Bay Oyster Reefs: Biological and Cost Benefit Analysis for Scale-Up Efforts.”
- The following contracts were amended: Contracts Amended
 - An additional \$42,363.80, for a maximum total of \$965,363.80, to Hall Building Corporation, Farmingdale, New Jersey, for change orders to purchase and install new fume hoods, eye washes, showers, mixing valves, and associated piping to meet required codes as part of the conversion of classrooms to laboratories in the William T. Hering Science Building at Ocean County College (contract originally awarded at the March 30, 2015, Board meeting).
 - An additional \$102,631, for a maximum total of \$16,441,324.19, to Brockwell and Carrington Contractors, Inc., Towaco, New Jersey, for change orders to add fan coil units to stair towers, miscellaneous duct revisions, epoxy flooring and wall tile in wash down area, and insulation of kitchen exhaust ducts as part of the construction of the Student Center at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
- The following grant awards were accepted: Grant Awards Accepted
 - A \$42,720 grant award from the State of New Jersey, through Ocean County PIC, to fund the administration of High School Equivalency Assessment tests. Project Director: Ms. Lori Trachtenberg, Director of Testing. Funding Period: July 1, 2015 to June 30, 2016.
 - An additional \$912, for a total of \$16,406, from Rutgers, The State University, through an agreement with the U.S. Department of Commerce/NOAA, for a project entitled, “Decision-Making for Coastal Adaptation: Sustaining Coastal Salt Marshes for Ecosystem Services.” Project Manager: Ms. Martha Maxwell-Doyle, Project Coordinator of the Barnegat Bay Program. Funding Period Extended: September 1, 2015, through August 31, 2016.

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 July 15, 2015: College Senate Items Approved
 - Revised Courses
 - CRIM 281, Criminal Investigation Theory
 - CSIT 110, Computer Literacy

Buildings and Grounds Committee

Upon unanimous roll call vote, the Buildings and Grounds Committee Report for August 24, 2015, was accepted.

Building/Grounds
Report Accepted

Mrs. Novak shared that it is expected for the new Student Center to be ready for a December move-in date and ribbon cutting ceremony in January. The North Bay Avenue entrance is nearly complete, and the Ocean County Board of Chosen Freeholders planted 1,000 trees lining the roadway to help replace trees lost due to recent construction on campus. The Instructional Building renovation plans are near completion, and plans for the new Health Sciences Building are expected to go out for bid in the next two months. Mrs. Novak expressed the gratitude of the Trustees to the Board of Chosen Freeholders for its continued support of the college.

Personnel Committee

Mr. Leone, Chair, presented the Personnel Report, which was approved by a majority vote. Mr. Leone abstained from voting on item H-6.

Personnel Report
Approved

President's Report

Dr. Betz, Vice President of Student Affairs, introduced Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services, who provided an update on activities of the department. Dr. Pandolpho discussed the Step-by-Step to Academic Success intervention program for academically at-risk students. In addition to the counseling staff, Ms. Barbara Mawer and Ms. Kim Miller, Part-Time Student Development Specialists, Dr. Pandolpho thanked Dr. Toni Clay, Assistant Vice President of Academic Affairs, and Ms. Anna Regan, Director of Academic Advising, who were also involved in designing the program which conducts interventions for academically at-risk students. There were 620 students who were required to attend the program after the Spring semester. Of the 359 students who registered for the seminar, 253 attended. More Step-by-Step sessions are scheduled through the end of September in order to accommodate students who are registering late for the Fall semester or for the Quick Term.

President's
Report

Dr. Pandolpho also shared that OCC was granted a five-year renewal of the TRIO Student Support Services (SSS) grant from the United States Department of Education in the amount of \$220,000 per year for five years. The program expects a 75% persistence rate; OCC has maintained a rate of 81%. Of those students, 91% achieved good academic standing.

Additionally, the Displaced Homemakers Program Grant from the New Jersey Department of Children and Families was renewed. In addition to the grant, the program also received an extension of the SSBG Sandy funds from September 30, 2015, through June 30, 2016, which brings the total amount of funding for the program to nearly \$80,000.

Dr. Betz also introduced Ms. Lisa Kasper, Director of Admissions, and Ms. Jan Kirsten, Executive Director of College Relations, who presented recruitment and retention initiatives for the coming year. Ms. Kasper shared with the Board a history of admissions office responsibilities through the years and how the office has evolved from a transaction-driven processing center to a sales-centered, marketing, communication, and relationship-building hub.

Ms. Kirsten shared with the Board the evolution of the new OCC Viking Mascot. Over 400 students, faculty, and staff were surveyed for their input on the new mascot design, which will be used as a recruitment tool at College events. Ms. Kirsten thanked Mr. Scott Bruinooge, Manager of Graphic Design, who worked with the vendor to create the new Viking Mascot. Students will be given the opportunity to participate in a survey to name the Viking.

Dr. Betz thanked the Student Life department for its hard work on this initiative.

Ms. Kirsten introduced Ms. Rebecca Feiler White, Director of Alumni Relations, Development and Grants, who reported to the Board on current Alumni office networking initiatives. There have been many collaborations with academic and administrative offices on campus that have allowed alumni to interact directly with students. Over the last two years, student workers input alumni information into Datatel. Alumni receive a bi-monthly e-newsletter, Ocean Views, have the ability to connect via social media, and receive invitations to various events throughout the year. These interactions provide a personal touch and allow the office to maintain meaningful relationships with former students.

Dr. Larson reported that the Fall Colloquium will be held on September 3rd at 9:00 a.m. for administration, staff, and faculty. There will also be an evening session for adjunct faculty at 6:00 p.m.

Dr. Stephen Kubow, Acting Associate Vice President for Kean Ocean, reported that Phase I approval was received from the Board of Nursing for the joint BSN program; the curriculum is expected to be announced shortly for this program, which is the first of its kind in New Jersey.

Dr. Kubow also announced that Kean Ocean has added more degree programs to its offerings, including Criminal Justice and Educational Leadership. Online degree completion programs are also being offered.

Kean Union fall enrollments are expected to be equal to or higher than last year for both first-year students and transfer students. Dr. Kubow added that OCC is the number one transfer institution for Kean, currently at 18% of its incoming students.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Monday, October 5, 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
Friday, October 16, 2015	12:00 noon	Board Retreat

Mr. Robert Furstoss, Instructor of English, addressed the Board to explain that he has been teaching here full time for 26 years, 24 of which included summers. He wanted to draw attention to the fact that he has been working for six years without a valid contract or salary increase. Mr. Furstoss mentioned that his two sons, aged 18 and 23, have inquired as to how the faculty could continue without an increase for this amount of time.

Public Comments

Ms. Jayanti Tamm, Assistant Professor of English and Literature, informed the Board that this is her tenth year with the College. She wanted to dispel a false narrative regarding faculty involvement on campus. Ms. Tamm listed many activities that she has participated in during her time at OCC and concluded that, after ten years at OCC, she earns less than a new kindergarten teacher in Toms River.

Mr. Leone responded to Ms. Tamm that he doesn't know of any Board member who does not appreciate the faculty. He added that trustees regard the faculty as primary members of the institution. He also asked Mr. Furstoss if he has told his sons that contract offers have been made multiple times to the faculty. He said that the institution does care that the faculty receives a fair increase.

Dr. David Bordelon, Associate Professor of English and Literature and President of the Faculty Association, spoke to the Board about wider concerns of the FAOCC regarding open communications. The administration needs to hear from the faculty; there should be a more inclusive culture so faculty have input into decisions that affect them. Dr. Bordelon asked that the College reinstate evaluation of administrators by faculty and; as mentioned at the July Board meeting, he would like to have Board members meet with faculty.

Mrs. Novak shared that the Board members would like to meet with faculty to hear more of what they are doing; however, she noted the low faculty turnout at various events and open forums in the past when the opportunity for discussion was available.

With no further comments from the Board members or the public, the meeting adjourned at 1:46 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees