



**BOARD OF TRUSTEES  
AGENDA**

**February 23, 2015  
12:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **RECOMMEND APPROVAL OF MINUTES OF THE JANUARY 26, 2015,  
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** **Bd. Action**
- V. **PRESENTATIONS/COMMENDATIONS**
- VI. **COMMITTEES**
  - A. **Finance Committee (Mr. Jerry Dasti, Chairperson)**  
*(Ms. Sara Winchester, Executive Vice President of Finance  
and Administration)*
    1. **Recommend approval of business/finance actions as  
presented (Exhibit A)** **Bd. Action**

VI. COMMITTEES – continuedB. Bylaw, Policy, and Curriculum Committee*(Mr. Thomas Monahan, Chairperson)**(Dr. Jianping Wang, 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 *(Mrs. Linda Novak, Chairperson)**(Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction)*

1. Recommend approval of buildings and grounds items as presented (Exhibit C)

**Bd. Action**D. Personnel Committee *(Mr. Stephan Leone, Chairperson)**(Ms. Sara Winchester, Executive Vice President of Finance and Administration)*

1. Recommend approval of personnel actions as presented

**Bd. Action**VII. PRESIDENT'S REPORTVIII. MISCELLANEOUS

- A. Recommend adoption of a resolution providing for a closed meeting to be held on Monday, March 30, 2015, at 11:00 a.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. Next meetings of the Board of Trustees on**MONDAY, MARCH 30, 2015**

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| 1. <b>Finance Committee</b>                                      | Time: 10:00 a.m.<br>Place: Purchasing Conference Room  |
| 2. <b>Bylaw, Policy, and Curriculum Committee</b><br>(as needed) | Time: 10:00 a.m.<br>Place: Academic Affairs Office   |
| 3. <b>Buildings and Grounds Committee</b>                        | Time: 10:30 a.m.<br>Place: Purchasing Conference Room  |
| 4. <b>Personnel Committee</b>                                    | Time: 10:30 a.m.<br>Place: President's Office  |
| 5. <b>Entire Board</b>   | Time: 11:00 a.m.<br>Place: Boardroom<br>Purpose: Caucus Meeting—Personnel, Pending Litigation, and Collective Bargaining |
| 6. <b>Entire Board</b>   | Time: 12:30 p.m.<br>Place: Boardroom<br>Purpose: <b>Regular Public Monthly Meeting</b>                                   |

IX. Adjournment

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



## BOARD OF TRUSTEES

### Regular Meeting

### Minutes

January 26, 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, January 26, 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. Jerry Dasti, Dr. Thomas McMahon, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Nicholas Devlin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, Vice President Allison King, and Vice President Jianping Wang.

Attendance

The oath of office was administered by Mr. Jack Sahradnik to Dr. Thomas McMahon to serve on the Ocean County College Board of Trustees. Dr. McMahon was recently appointed as the Interim Ocean County Executive Superintendent of Schools.

Swearing In of  
Dr. T. McMahon

The minutes of the December 8, 2014, December 16, 2014, and January 9, 2015, Board of Trustees closed session and public meetings were approved by a majority vote, with an abstention from Dr. McMahon.

Minutes  
Approved

Dr. Larson introduced Ms. Alexa Beshara, Executive Director of Institutional Planning, and Dr. Wang introduced two new deans, Dr. Amy Gilley, Dean of Language and the Arts, and Mr. Paul Silberquit, Dean of Mathematics, Science, and Technology.

New Employee  
Introductions

Because of the impending snow storm, all presentations and reports planned for this meeting were deferred.

### Finance Committee

➤ The statement of income and expenditures as of December 31, 2014, was accepted.

Income/Expendi-  
tures Accepted

➤ The following contracts were awarded:

Contracts  
Awarded

- A maximum of \$362,300 to WHL Enterprises, Inc., t/a Bill Leary AC & Heating, Metuchen, New Jersey, for the purchase of a heat exchanger for the Technology and Science Buildings at Ocean County College.
- A maximum of \$20,850 to Leica Geosystems, Inc., Norcross, Georgia, for the purchase of a Trimble Global Navigation Satellite System for use by the Barnegat Bay Partnership at Ocean County College.
- A maximum of \$201,881.63 to Dimension Data North America, Inc., Edison, New Jersey, for the purchase of an upgrade to the Cisco Wireless System at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions  
Adopted for  
Contract Awards

- A maximum of \$53,800 to AMS Planning & Research Group, Southport, Connecticut, for professional consulting services to provide a business plan for the proposed new theatre at Ocean County College.
- A maximum of \$48,600 to Dr. Richard Yankosky, Frederick, Maryland, for professional consulting services to provide advice and guidance for the development of a data warehouse and technical assistance to the Institutional Research Department at Ocean County College.
- A maximum of \$32,000 to the Association of Community College Trustees (ACCT), Washington, District of Columbia, for professional consulting services in the search for an Executive Director of Human Resources at Ocean County College.
- A maximum of \$42,400 to Ellucian Company, LP, Fairfax, Virginia, for instructional design support for the use and maintenance of proprietary hardware, software, and system development at Ocean County College.
- A maximum of \$29,665.13 to Dell Marketing, Round Rock, Texas, for the renewal of the Microsoft Campus Volume License Agreement at Ocean County College.
- A maximum of \$32,450 to Whitman, Cranbury, New Jersey, for asbestos abatement monitoring and testing services as part of the renovations to the Instructional Building at Ocean County College.

➤ The following contracts were amended:

Contracts  
Amended

- An additional \$8,222, for a maximum total of \$18,222, to Power Equipment Company, Moorestown, New Jersey, for urgent repairs to the IT generator switch (contract originally awarded July 1, 2014, was under the threshold for Board approval).

- An additional \$10,000, for a maximum total of \$70,000, to Baker and Taylor, Charlotte, North Carolina, for the purchase of additional books for use in the Library at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).
- An additional \$4,608, for a maximum total of \$24,608, to West Publishing, Eagan, Minnesota, for the purchase of an additional database for use in the Library at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).
- An additional \$1,800, for a maximum total of \$54,770, to Partner Assessment Corporation, dba Partner Engineering and Science, Torrance, California, for additional engineering services for dock layout revisions as part of professional engineering consulting services for the Sailing Center at Mill Creek Park (contract originally awarded at the April 28, 2014, Board meeting).
- An additional \$50,191, for a maximum total of \$16,225,388.19, to Brockwell and Carrington Contractors, Inc., Towaco, New Jersey, for change orders to add overflow drains, as required by code, and additional caulking joint at window head, with an increase in width of all joints 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 \$24,130, for a maximum total of \$1,215,888.84, to Blackney Hayes Architects, Philadelphia, Pennsylvania, for a change order for the LEED certification process and repair work to the Gateway Building envelope as part of the professional architectural and engineering services for the Gateway Building (contract originally awarded at the July 27, 2009, Board meeting).
- The following grant awards were accepted:

	Grant Awards Accepted
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  - A \$78,061 grant award was accepted from the Atlantic States Marine Fisheries Commission, through a cooperative agreement with the United States Department of Commerce and the National Marine Fisheries Commission, for a project entitled "Determination of Extant Herring Runs in the Barnegat Bay and Raritan River Watersheds." Project Manager: Dr. Stan Hales, Director of the Barnegat Bay Program. Funding Period: January 8, 2015, through December 31, 2015.
  - A \$15,494 grant award was accepted 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: September 1, 2014, through August 31, 2015.

- A \$39,960 grant award from the U.S. Department of the Interior for a project entitled "Quantitative Assessment of Fish Spawning Passage Before and After the Removal of an Obstruction on the Westecunk Creek in the Edwin B. Forsythe National Wildlife Refuge." Project Manager: Mr. Jim Vassslides, Barnegat Bay Program Scientist. Funding Period: January 1, 2015, through November 30, 2016.

Prior to taking action on the revision to Policy #5300, Tuition and Fees, in accordance with New Jersey Public Law 94, Chapter 48, Mr. Thulin called a public hearing for those members of the College community who wished to testify.

Public Hearing

A recommendation was made to increase tuition by \$5, from \$104 to \$109 per credit, as well as to increase the fee per credit by \$1 and the Technology fee by \$0.50, for a total per credit cost of \$140.50 effective in the Fall 2015 semester. The committee believes this is a moderate increase, which is necessitated by enrollment projections not being met in FY 2015 as well as ever-increasing expenses. Even with this proposed increase, OCC's tuition will still fall in the bottom third of all community colleges in New Jersey.

With no comments from the College community or the public, the hearing was closed.

Ms. Winchester reviewed the parameters on which the OCC FY 2016 Budget was developed. Although the College experienced decreased enrollment in FY 2014 and it appears FY 2015 may also close with fewer students, it is anticipated that enrollment will recover in FY 2016. With that prediction and increased tuition, the FY 2016 budget is balanced. However, the budget may need to be revisited if enrollment continues to decline and expenditures continue to increase.

The trustees then, upon unanimous roll call vote, approved the revision to Policy #5300, Tuition and Fees, and the OCC FY 2016 Budget.

Policy #5300  
Tuition and Fees,  
Revised/OCC  
FY 2016 Budget  
Approved

A resolution was adopted to approve the FY 2016 capital facilities project for the construction of a new STEM Building, totaling an estimated \$23,500,000, and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean for this project.

Resolution  
Adopted for  
Chapter 12 Funding

#### Bylaw, Policy, and Curriculum Committee

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

- The following items, as accepted by the College Senate at its meetings on November 19, 2014, and January 26, 2015, were approved:

College Senate  
Items Approved

- Revised Policy
  - Policy #5132, Students, Registration, General Requirements
  - Amendment to College Senate Bylaws
  - Composition of the Developmental Education Committee
- The Board approved the temporary suspension of Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, during the hours of the Dedication Ceremony for the Jay and Linda Grunin Center for the Arts to be held in the Center Theatre on Wednesday, February 25, 2015, beginning at 6:00pm.

Policies  
SuspendedBuildings and Grounds Committee

Upon unanimous roll call vote, the Board accepted the Buildings and Grounds Committee Report for January 26, 2015.

Building/Grounds  
Report AcceptedPersonnel Committee

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

Personnel Report  
ApprovedMiscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, February 23, 2015, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution  
Adopted for  
Closed Meeting -  
February 23, 2015Miscellaneous

The following meetings were scheduled:

Meetings  
Scheduled

<b>Monday, February 23, 2015</b>	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



With no further comments from the Board members or the public, the meeting adjourned at 12:46 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Connie Bello  
Secretary to the Board of Trustees