



BOARD OF TRUSTEES

AGENDA

April 27, 2009

12:30 p.m.

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **APPROVAL OF MINUTES OF THE MARCH 23, 2009, BOARD OF TRUSTEES PUBLIC MEETING AND CLOSED SESSION** **Bd. Action**
- V. **PRESENTATIONS/COMMENDATIONS**
- VI. **COMMITTEES**
 - A. **Finance Committee (Mr. Dasti, Chairperson)**
(Ms. Winchester, Vice President of Finance)
 1. **Recommend approval of business/finance actions as presented (Exhibit A)** **Bd. Action**

B. **Bylaw, Policy, and Curriculum Committee (Mrs. Lewis, Chairperson)**
(Mr. Strada, Acting 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. Novak, Chairperson)**
(Dr. Parrish, Vice President of Planning and Administration)

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

D. **Personnel Committee (Mr. Leone, Chairperson)**
(Ms. Winchester, Vice President of Finance)

1. Recommend approval of personnel actions as presented **Bd. Action**

VII. **PRESIDENT'S REPORT**

VIII. **MISCELLANEOUS**

A. **Council of County Colleges Report**

- B. **Recommend adoption of a resolution providing for a closed meeting to be held on TUESDAY, May 26, 2009, 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**

C. Next meetings of the Board of Trustees on**TUESDAY, MAY 26, 2009**

- | | | |
|--|----------|---|
| 1. Finance Committee | Time: | 9:30 a.m. |
| | Place: | Business Conference Room |
| 2. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: | 10:00 a.m. |
| | Place: | Academic Affairs Office |
| 3. Buildings and Grounds Committee | Time: | 10:15 a.m. |
| | Place: | Business Conference Room |
| 4. Personnel Committee | Time: | 10:30 a.m. |
| | Place: | President's Office |
| 5. Entire Board | Time: | 11:00 a.m. |
| | Place: | Boardroom |
| | Purpose: | Caucus Meeting—Personnel, Pending Litigation, and Collective Bargaining |
| 6. Entire Board | Time: | 12:30 p.m. |
| | Place: | Boardroom |
| | Purpose: | Regular Public Monthly Meeting |

IX. Adjournment

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



BOARD OF TRUSTEES

Regular Meeting Minutes

March 23, 2009

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order on Monday, March 23, 2009, by Mr. Carl V. Thulin, Chair, at 12:30 p.m. in the Boardroom of the Administration Building on the college campus.

Call to Order

The announcement of public meeting was made by Mrs. Bello in compliance with the Open Public Meetings Act of 1975.

Public Meeting
Announcement

Those in attendance were: Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Jerry Dasti, Mr. Robert Fall, Mr. Stephan Leone, Mr. Warren Wolf, Mr. Harvey York, Ms. Nicole Zavatierra, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President Jim McGinty, Vice Presidents Don Doran, Tara Kelly, Richard Parrish, and Sara Winchester, and Interim Vice President Richard Strada.

Attendance

The minutes of the February 23 and March 6, 2009, Board of Trustees closed sessions and public meetings were approved by separate roll call votes. Mr. Leone abstained from both votes.

Minutes
Approved

On February 18, 2009, Governor Jon Corzine reappointed Mr. Stephan Leone to serve as an Ocean County College trustee through October 31, 2012. Mr. Sahradek administered the oath of office to Mr. Leone, and the Board congratulated him. Mr. Leone expressed his great pleasure in being able to continue serving on a Board whose trustees are committed to providing outstanding educational opportunities to the residents of Ocean County. He believes the college is truly a collaborative effort, with many entities working together for the benefit of our students.

Swearing-In
of Mr. Stephan
Leone

Ms. Ilene Cohen, Director of Athletics, Mr. AJ Trump, Assistant Director of Athletics, and members of the men's and women's swim teams attended the meeting to celebrate their stellar achievements as winners of the Non-Scholarship Division of the National Junior College Athletic Association Swimming and Diving Championships. Both teams, for the first time in the history of the college, won national recognition during the competition that took place March 4 to 7 at Erie Community College in Buffalo, New York. Mr. Steve Stout, Swim Coach, was not able to attend this meeting; however, congratulations were extended to him for the leadership he provides to the swimmers. The team members were commended for their tremendous accomplishments.

Recognition of
National Swim
Team Winners

Finance Committee

The Board approved, upon roll call vote, the following recommendations from the Finance Committee, including the amendments:

- | | |
|--|---|
| ◆ The statement of income and expenditures as of February 28, 2009, was accepted. | Income/
Expenditures
Approved |
| ◆ An amended resolution was adopted to enter into and execute an Intergovernmental Agreement with the County of Ocean for the provision of parking lot and road improvements, the amount not to exceed \$150,000, effective through December 31, 2009. | Resolution
Adopted for
Intergovernmental
Agreement |
| ◆ The following contracts were awarded: | Contracts
Awarded |
| ◆ A maximum of \$40,816 to TBS Network Intelligence, Inc., Parsippany, New Jersey, for the purchase and installation of audio/visual equipment for the Arts and Community Center at Ocean County College. | |
| ◆ A maximum of \$31,624 to Accetron Corporation, Edison, New Jersey, for the purchase of audio/visual equipment for the Science Department and the Southern Education Center. | |
| ◆ To Pepco Energy Services, Arlington, New Jersey, for the supply of natural gas to various locations on the Ocean County College campus. | |
| ◆ At no cost to the College, to Bollinger Insurance Solutions, Short Hills, New Jersey, for student health and accident insurance at Ocean County College. | |
| ◆ A maximum of \$794,567.50 to Bill-Jim Construction Company, Inc., Jackson, New Jersey, for the expansion of Parking Lot #2 at Ocean County College.
Mr. Leone abstained from voting on this recommendation. | |
| ◆ A maximum of \$186,502 to Garden State Getaways, Jackson, New Jersey, for bus tours and day trips sponsored by the Academy for Lifelong Learning at Ocean County College. | |
| ◆ A maximum of \$15,768 to General Printing and Design, Inc., Southborough, Massachusetts, for the printing of the 2009-2010 Ocean County College Annual Calendar/Student Handbook. | |
| ◆ A maximum of \$2,565,000 to Tozour Trane Energy, King of Prussia, Pennsylvania, for an energy conservation project at Ocean County College. | |

◆ Resolutions were adopted to award the following contracts:

- ◆ A maximum of \$64,816 to Rutgers University, New Brunswick, New Jersey, for "Remote Sensing and Survey of Submerged Aquatic Vegetation in the Barnegat Bay-Little Egg Harbor Estuary" through the Barnegat Bay National Estuary Program at Ocean County College.
- ◆ A maximum of \$35,635 to Economic Project Solutions, N. Brunswick, New Jersey, for construction management services for the addition to the Facilities Management Building at Ocean County College.
- ◆ A maximum of \$276,725 to Cambridge Construction Management, Somerville, New Jersey, for construction management services for the renovation of the Arts and Community Center Theatre and the construction of the Cultural Center at Ocean County College.
- ◆ A maximum of \$23,000 to Education-To-Go, Temecula, California, for educational services for on-line courses to be offered by Continuing and Professional Education at Ocean County College.
- ◆ A maximum of \$60,000 to PIP Printing, Brick, New Jersey, for campus-wide copy services for the period March 23 through June 30, 2009.

Resolutions
Adopted for
Contract Awards

◆ The following contracts were amended:

- ◆ An additional \$1,462.20, for a maximum total of \$22,962.20, to Lighthouse Communications, Lanoka Harbor, New Jersey, for campus-wiring and installation projects at Ocean County College (contract originally awarded at the February 23, 2009, Board meeting).
- ◆ An additional \$80,000, for a maximum total of \$120,000, to Diamond Construction, Brick, New Jersey, for additional unanticipated snow removal services during the first year of a two-year contract (contract originally awarded at the November 3, 2008, Board meeting).
- ◆ An additional \$4,500, for a maximum total of \$153,500, to Yezzi Associates, Toms River, New Jersey for changes in the design of the fire sprinkler system for the Planetarium (contract originally awarded at the November 5, 2007, Board meeting and amended at the April 28, August 25, and September 22, 2008, Board meetings).
- ◆ An additional \$8,000, for a maximum total of \$127,670, to Innovative Engineering, Toms River, New Jersey, for parking lot expansion and soil and erosion permits as part of the professional design and engineering services for parking lots and athletic fields at Ocean County College (contract originally awarded at the December 1, 2008, Board meeting).

Contracts
Amended

- ◆ An additional \$65,000, for a maximum total of \$115,000, to Senica Security, Brick, New Jersey, for increased security coverage on campus (contract originally awarded at the July 28, 2008, Board meeting).
- ◆ An additional \$1,458, for a maximum total of \$18,533.72, to Troxell Communications, Inc., Gibbsboro, New Jersey, for stereo audio power amplifiers as part of the purchase and installation of video controller systems at Ocean County College (contract originally awarded at the June 16, 2008, Board meeting).
- ◆ The trustees terminated the contract awarded on August 25, 2008, to Cottrell Graphics, Toms River, New Jersey, for campus-wide copy services due to concerns relating to material breach of contract. Contract Terminated
- ◆ The following grant awards were accepted: Grant Awards Accepted
 - ◆ \$324,024 from the New Jersey Department of Education Carl D. Perkins Career and Technical Education Entitlement Grant to develop more fully the academic, vocational, and technical skills of postsecondary students pursuing vocational and technical education in Administrative Office Management, Business Studies, Computer Studies, Criminal Justice, Engineering, Interpreter Training, Nursing/Allied Health, and Visual Communications/Digital Mass Media. Project director: Ms. Gina Suriano, Director of Grant Resources. Funding period: July 1, 2008, to June 30, 2009.
 - ◆ \$10,000 from the New Jersey Commission on Higher Education for the Ocean County College Opening Pathways to Education Now (OPEN) Initiative, which will increase awareness of affordability and access to postsecondary education for underrepresented student populations, particularly minority, low income, and first generation high school seniors as well as to assist New Jersey families by helping them complete the Free Application for Federal Student Aid (FASFA). Project director: Dr. Norma Betz, Director of Financial Aid. Funding period: March 2009 to March 2010.

Bylaw, Policy, and Curriculum Committee

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

- ◆ The following items, as accepted by the College Senate on December 3, 2008, and February 18, 2009, were approved: College Senate Items Approved
 - ◆ New degree program:
 - ◆ A.S. Degree in Public Service

- ◆ Revised degree program:
 - ◆ A.A. Degree in Liberal Arts – Honors Option
- ◆ New certificate programs:
 - ◆ Personal Training Certificate of Proficiency
 - ◆ Physical Therapy Aide Certificate of Proficiency
 - ◆ Sports Management Certificate of Proficiency
- ◆ New courses:
 - ◆ CRIM 170, Introduction to Homeland Security
 - ◆ HIST 181, World Civilizations I
 - ◆ PHAR 101, Pharmacology Principles and Calculations
- ◆ Revised courses:
 - ◆ COMM 152, Media Writing II
 - ◆ PSYC 172, General Psychology
- ◆ Obsolete course:
 - ◆ ENGL 010, Fundamentals of Reading and Study I
 - ◆ ENGL 011, Fundamentals of Reading and Study II
 - ◆ ENGL 020, English Fundamentals I
 - ◆ ENGL 021, English Fundamentals II

Buildings and Grounds Committee

Dr. Parrish provided an update on the many facilities projects on campus:

Update on
Facilities
Projects

- ◆ The cell phone tower is completed and will be operational by the end of the month.
- ◆ The construction of the John C. Bartlett, Jr., Hall is on time and within budget. A dedication ceremony may take place following the June 22 Board meeting.
- ◆ The Continuing and Professional Education operation will be moving to the new Arts and Community Center soon, and a welcome back ceremony is scheduled for April.
- ◆ Building numbers have been placed on the exterior of all campus buildings, and classroom door locks are being changed.
- ◆ Additional parking spaces are being added to the campus.

Mr. Dasti spoke of the recent annual meeting of the Board of School Estimate, at which the County's contribution to the college's FY 2010 operational budget was approved. Additionally, this year several resolutions were adopted for County support of facilities projects, either through funding or bonding. The support from the County continues to be outstanding; Mr. Dasti believes Ocean County College may be the only community college in the state to have received this level of support.

Upon unanimous roll call vote, the Facilities Engineering and Operations Status Report for February 28, 2009, was accepted.

Facilities
Engineering
Report Accepted

Personnel Committee

Upon unanimous roll call vote, the Personnel Report, as recommended by the Personnel Committee, was approved as presented.

Personnel Report
Approved

President's Report

Mrs. Smithers sang two songs, accompanied by her husband on piano, at the closing ceremony for Black History Month on February 26. Dr. Larson said she has a beautiful voice, and it was a wonderful performance.

President's
Report

Ms. Carol Kaunitz, Director of Auxiliary Services, displayed the College Bookstore website and gave the trustees a brief tour of the site and the ways in which it is reaching out to students. She highlighted the Bookstore Rewards Program, through which students earn Viking Bucks that can be used for future Bookstore purchases. She also spoke of the increasing use of the Internet by the students to purchase books from the Bookstore, her efforts to negotiate with the publishers to obtain the best prices for those books, and the special events and activities that are included on the Bookstore website. Ms. Winchester commended Ms. Kaunitz for her innovation and excellent leadership in the Bookstore.

Dr. Larson announced Mr. Thomas Lesniak, Adjunct Assistant Professor of Science, as the recipient of the Ocean County College Innovator of the Year Award for his development and implementation of crime scene locations for the Criminal Justice Program. The crime scenes integrate evidence into several scenarios that require students to demonstrate critical thinking and analytical deduction. Mr. Lesniak was unable to be at today's meeting, but Dr. Larson will send him a letter of congratulations and a certificate of commendation.

The Economic Recovery Summit is being finalized for Monday, April 6, from 8:30 a.m. to 1:00 p.m. in the Gymnasium. Many legislators and prominent business leaders are participating in panel discussions. Dr. Larson invited trustees to attend this important event.

Two resolutions were adopted upon separate unanimous roll call votes:

- ◆ To proclaim April 2009 as Mathematics Awareness Month at Ocean County College
- ◆ To proclaim April 2009 as Poetry Month at Ocean County College

Resolutions
Adopted for
Mathematics
Awareness
Month and
Poetry Month

Various events will be scheduled during April in celebration of mathematics and poetry at Ocean County College.

The Ocean County College Foundation Golf Outing will take place on Tuesday, May 5, at Eagle Ridge Golf Club in Lakewood. Trustees were invited to participate.

Ms. Jan Kirsten, Director of College Relations, recently learned that the Ocean County College sailboat logo received a Bronze Award at the National Council for Marketing and Public Relations Paragon Awards competition held in Kansas City. The logo had already received a Gold Award in the District competition.

Miscellaneous

Mr. Thulin said Dr. Larson, Mr. Dave Wolfe, and he attended the New Jersey Council of County Colleges Ambassador Day event on Monday, March 16, in Trenton, at which NJ STARS students were highlighted. He encouraged participation by more trustees at next year's event.

President's
Report

Dr. Larson reminded the trustees that the community colleges fared extremely well in Governor Corzine's proposed FY 2010 budget despite this very difficult economic climate. Community college leaders should make an effort to express their appreciation to the Governor and the legislators, through the New Jersey Council of County Colleges, for their commitment to the community colleges.

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, April 27, 2009, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution
Adopted for
Closed Meeting –
April 27, 2009

The following meetings were scheduled:

Monday, April 27, 2009	9:30 a.m.	Finance Committee
	10:15 a.m.	Buildings and Grounds Committee
	10:00 a.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	10:30 a.m.	Personnel Committee
	12:30 p.m.	Regular Public Meeting

With no additional comments from the trustees or the public, the meeting adjourned at 1:40 p.m.

Adjournment

Respectfully submitted,

Linda L. Novak
Secretary

Connie Bello
Recording Secretary