



## BOARD OF TRUSTEES

### AGENDA

August 27, 2012

12:30 p.m.

- I. CALL TO ORDER
- II. ANNOUNCEMENT OF PUBLIC MEETING
- III. ROLL CALL
- IV. RECOMMEND APPROVAL OF MINUTES OF THE JULY 23, 2012  
BOARD OF TRUSTEES PUBLIC AND CLOSED SESSION MEETINGS *Bd. Action*
- V. COMMENDATIONS/PRESENTATIONS

VI. COMMITTEES

- A. **Finance Committee (Mr. Dasti, Chairperson)**  
*(Ms. Winchester, Vice President of Finance and Administration)*
1. Recommend approval of business/finance actions as presented (Exhibit A) **Bd. Action**
- B. **Bylaw, Policy, and Curriculum Committee (Mr. Monahan, Chairperson)**  
*(Mr. Strada, Executive Vice President, Instructional)*
1. Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B) **Bd. Action**
- C. **Buildings and Grounds Committee (Mrs. Novak, Chairperson)**  
*(Dr. McGinty, Executive Vice President, Operational)*
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 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, September 24, 2012, 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****FRIDAY, SEPTEMBER 14, 2012**

- |                 |          |                 |
|-----------------|----------|-----------------|
| 1. Entire Board | Time:    | 12:00 noon      |
|                 | Place:   | Boardroom       |
|                 | Purpose: | Meeting/Retreat |

**MONDAY, SEPTEMBER 24, 2012**

- |   |          |   |
|---|----------|---|
| 1. Finance Committee                                      | Time:    | 10:00 a.m.  |
|   | Place:   | Business Conference Room  |
| 2. Bylaw, Policy, and Curriculum Committee<br>(as needed) | Time:    | 10:00 a.m.  |
|   | Place:   | Academic Affairs Office   |
| 3. Buildings and Grounds Committee                        | Time:    | 10:30 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

July 23, 2012

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order on Monday, July 23, 2012, by Mr. Carl V. Thulin, Chair, at 12:35 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. Connie 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. Stephan Leone, Mr. Frank Dupignac, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Michael Palmerson, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Jim McGinty, and Vice Presidents Don Doran and Sara Winchester.

Attendance

The minutes of the June 25, 2012, Board of Trustees closed sessions and public meetings were approved upon majority vote, with abstentions from Mr. Dasti and Mr. Monahan.

Minutes  
Approved

Mr. Sahradnik administered the oath of office to Mr. Michael Palmerson, who was selected to serve as the student/alumni representative on the Ocean County Board of Trustees for 2012-2013, through June 30, 2013.

Swearing-In  
of Mr. Michael  
Palmerson

Mr. Palmerson graduated in May with an Associate in Arts degree, majoring in Liberal Arts, and will be a Kean-Ocean student on campus in the fall. He will study history and hopes to attain teacher certification. The trustees welcomed Mr. Palmerson to the Board.

#### Finance Committee

The Board approved, upon unanimous roll call vote, the following recommendations from the Finance Committee, as amended:

Income/  
Expenditures  
Accepted

- ♦ The statement of income and expenditures as of June 30, 2012, was accepted.
- ♦ The following contracts were awarded:

- ◆ A maximum of \$491,000 to J. Fletcher Creamer and Son, Inc., Hackensack, New Jersey, for the extension of an electrical feed along Buckwald Drive at Ocean County College. Contracts Awarded
- ◆ A maximum of \$40,000 to Allied Fire and Safety Equipment Company, Inc., Neptune, New Jersey, for the second year of a two-year agreement for fire prevention and fire control services at Ocean County College.
- ◆ A maximum of \$30,000 to All Seasons Maintenance, Inc., Jackson, New Jersey, for the second year of a two-year agreement for lawn mowing and grounds care services at Ocean County College.
- ◆ A maximum of \$35,000 to Quality Cut, Inc., Farmingdale, New Jersey, for the second year of a two-year agreement for lawn irrigation services at Ocean County College.
- ◆ A maximum of \$20,000 to TruGreen, Inc., Farmingdale, New Jersey, for the second year of a two-year agreement for fertilization and weed control services at Ocean County College.
- ◆ A maximum of \$40,000 to Atlas Elevator, Barnegat, New Jersey, for the second year of a two-year agreement for elevator inspection, maintenance, and repair/service at Ocean County College.
- ◆ A maximum of \$40,000 to All Seasons Maintenance, Inc., Jackson, New Jersey, for the second year of a two-year agreement for sweeping services at Ocean County College's Toms River campus and the Southern Education Center in Manahawkin.
- ◆ A maximum of \$18,000 to Caola Company, Inc., Trenton, New Jersey, for the second year of a two-year agreement for locksmith services at Ocean County College's Toms River campus and the Southern Education Center in Manahawkin.
- ◆ Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
  - ◆ For an agreement with the Academy of Natural Sciences, Philadelphia, Pennsylvania, to fund a Prime Award entitled "Continuation of the Integrated Tidal Wetlands Monitoring and Assessment Program in the Barnegat Bay and Delaware Estuaries (New Jersey-Coastal Plan Region) through the Barnegat Bay Partnership at Ocean County College.
  - ◆ A maximum of \$52,000 to Aslanian Market Research, a subsidiary of Education Dynamics, Hoboken, New Jersey, for a market analysis study to measure student market demand for lower division undergraduate programs and Continuing and Professional Education programs at Ocean County College. This proposal was amended to revise payment at signing of contract.

- ◆ A maximum of \$2,341,393 to Ellucian Company, L.P., formerly SunGard Higher Education Managed Services, Inc., and Datatel, Inc., Chicago, Illinois, for the fourth year of a five-year agreement for computer management services at Ocean County College.
  - ◆ A maximum of \$25,000 to Ricoh Corporation, West Caldwell, New Jersey, for annual maintenance, service, and supplies for the copier fleet at Ocean County College.
  - ◆ A maximum of \$46,535.50 to Allcomm Technologies, Farmingdale, New Jersey, for annual maintenance, service, equipment, parts, and FCC licensing for two-way radios at Ocean County College.
  - ◆ A maximum of \$46,000 to Pedroni Fuel Company, Vineland, New Jersey, for the purchase of unleaded gasoline and diesel fuel for use in vehicles, equipment, and machinery at Ocean County College.
  - ◆ A maximum of \$30,000 to Labor Ready Northeast, Inc., Lakewood, New Jersey, for the second year of a two-year agreement for temporary worker services at Ocean County College.
  - ◆ A maximum of \$202,054 to Timecruiser Computing Corporation, Fairfield, New Jersey, for the third year of a five-year agreement for the annual subscription of CampusCruiser at Ocean County College.
  - ◆ A maximum of \$16,920 to eCollege.com, d/b/a Pearson eCollege, Centennial, Colorado, for online tutoring services for students at Ocean County College.
  - ◆ A maximum of \$25,000 to Facilities Management Consultants, Atlanta, Georgia, for professional facilities management consulting services for the development of a preventive maintenance program, skills assessment, and review of management of facilities at Ocean County College.
  - ◆ A maximum of \$24,000 to Clifton Larson Allen LLP, Timonium, Maryland, for professional consulting services for internal controls related to the development, design, and construction of the Gateway Building and the College Center at Ocean County College.
  - ◆ All proposals received on June 14, 2012, in response to the website redesign at Ocean County College were rejected in accordance with proposal specifications and requirements dated May 23, 2012, due to the need for more defined specifications in the bid documents.
- Proposals  
for Website  
Redesign  
Rejected

#### Bylaw, Policy, and Curriculum Committee

Upon unanimous roll call vote, the following Committee recommendations were approved by the Board:

- ♦ The Board temporarily suspended Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, during the hours of the Ocean County College Foundation Summer Celebration on Saturday, September 8, 2012, and the Barnegat Bay Sailing Fall of Fame on Saturday, October 6, 2012.
- ♦ Policy #5102, Students, Classification, Ocean County Residents, was revised by the Board.

Policies  
Suspended  
for College  
Events

Policy #5102,  
Ocean County  
Residents, Revised

#### Buildings and Grounds Committee

Mrs. Novak noted the status of several projects:

- ♦ The architectural renderings for the Mill Creek Sailing Center were received. Funding is currently being sought for construction of the Center.
- ♦ Construction documents are being developed for the new College Center.
- ♦ The Gateway Building is 65 percent complete and the project is on budget. A ribbon-cutting ceremony will be scheduled in January 2013.
- ♦ A Request for Proposals for professional services for an update of the Ocean County College Facilities Master Plan will soon be distributed.
- ♦ Electrical work will be done on Buckwald Drive during this summer.

Upon unanimous roll call vote, the Facilities Engineering and Operations Status Report for June 30, 2012, was accepted.

Facilities  
Engineering  
Report Accepted

#### Personnel Committee

The Personnel Report was approved, upon roll call vote, as presented. Mr. Leone noted the designation of Dr. Yehia Elmoghazy and Dr. Robert Kleinschmidt as Dean for the School of Mathematics, Science, and Technology, and Dean for the School of Language and the Arts, respectively.

Personnel Report  
Approved

#### President's Report

Ms. Carol Kaunitz, Director of Auxiliary Services, summarized the 2012 Continuing and Professional Summer Camps for Kids. There are 88 camps, some with multiple sections, for a total of 128 offerings in many fun and educational subjects, some of which include art, computers, dance, theatre, film, languages, mathematics, music, science, and sports of all kinds. Over 1,200 children are on campus this summer for these camps. Ms. Kaunitz commended Ms. Betty Gannon, Community Program Administrator, for her excellent efforts to make this program a success.

President's  
Report

Ms. Kaunitz and Ms. Pat Fenn, Executive Director of E-Learning, are currently in the process of evaluating all academic Continuing and Professional Education programs, with a focus on providing them in a distance learning format.

Ms. Jan Kirsten, Director of College Relations, introduced the members of her staff who were involved in producing the Summer Camps for Kids brochure and the recently released edition of Ocean Views: Mr. Scott Bruinooge, Coordinator of Publications; Ms. Joanne Padrone, Manager of Resource Development; Ms. Rosann D'Urso, Manager of Promotional Programming; and Ms. Nicole Howard, Graphics Specialist. They are creating outstanding publications for the College.

Mr. Don Doran highlighted the Barnegat Bay Sailing Hall of Fame Induction Ceremony that is scheduled for Saturday, October 6. The fifth class of inductees includes:

- ◆ Britton Chance, Jr., Mantoloking Yacht Club
- ◆ Charles J. Horter, Island Heights Yacht Club
- ◆ John P. Harkrader, Bay Head and Manasquan River Yacht Clubs
- ◆ John J. Applegate, Lavalette Yacht Club
- ◆ Mark Schleckser, Shore Acres and Lavallette Yacht Clubs
- ◆ Roger Brown, Metedeconk River Yacht Club
- ◆ Paul Coward, Brant Beach Yacht Club
- ◆ Doug and Pat Galloway, Little Egg Harbor Yacht Club (posthumously)

Mr. Doran also spoke about the fundraising effort underway. Pending a match by the College, a \$250,000 donation will be received for the construction of the J. Phillip Citta Center for Sailing and Maritime Arts and Sciences at Mill Creek Park.

Dr. Maysa Hayward, Dean of E-Learning and Adjunct Faculty, thanked the trustees for the opportunity to visit Egypt on behalf of the College. Her trip was quite successful, and she met with representatives from several institutions regarding the College's interest in developing partnerships to deliver courses and degree programs through our E-Learning Program.

Ms. Ilene Cohen, Executive Director of Athletics, shared the most recent edition of the Viking Update, a newsletter from the Department of Athletics, in which all of the many successes of OCC teams and players during spring 2012 are highlighted.

Mr. Doran distributed a CD of the Year in Review, which represents a video version of the OCC Yearbook. Mr. Ralph Bertini, Television Production Director, served as the advisor to the students on this project. Also distributed was Seascape, the OCC student literary publication, which is advised by Ms. Heidi Sheridan, Professor of English and Literature.

#### Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, August 27, 2012, 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 27, 2012

The following meetings were scheduled:

<b>Monday, August 27, 2012</b>	10:00 a.m.	Finance Committee	Meetings Scheduled
	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 Meeting	

With no further comments from the Board members or the public, the meeting adjourned at 1:15 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Connie Bello  
Recording Secretary