



**BOARD OF TRUSTEES
AGENDA**

**August 25, 2014
12:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **RECOMMEND APPROVAL OF MINUTES OF THE JULY 25 AND
AUGUST 15, 2014, BOARD OF TRUSTEES CLOSED SESSION AND
PUBLIC MEETINGS** **Bd. Action**
- V. **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**
 - B. **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**

VII. **COMMITTEES** (continued)

- 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**

VIII. **PRESIDENT'S REPORT**IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Monday, September 22, 2014, 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, SEPTEMBER 22, 2014

- | | |
|---|---|
| 1. Finance Committee | Time: 10:00 a.m.
Place: Purchasing Conference Room |
| 2. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: 10:00 a.m.
Place: Academic Affairs Office |

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|---|--|
| 3. Buildings and Grounds Committee | Time: 10:30 a.m.
Place: Purchasing 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 |

X. **Adjournment**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

July 25, 2014

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:35 p.m. on Monday, July 25, 2014, 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 2013 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. Emil Kaunitz, Mrs. Joanne Pehlivanian, Mr. Thomas Monahan, Mr. Nicholas Devlin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Interim Vice President Norma Betz and Vice President Jianping Wang.

Attendance

Mr. Sahradnik administered the oath of office to Mr. Nicholas Devlin, who was selected to serve as the student/alumni representative on the Board of Trustees from July 1, 2014, through June 30, 2015. The trustees welcomed Mr. Devlin to the Board.

Swearing In

The minutes of the June 20, 2014, and June 23, 2014, Board of Trustees closed sessions and public meetings were approved upon unanimous roll call vote.

Minutes
Approved

Commendations

Dr. Larson commended Ms. Ann Lohrey, e-Learning Financial Aid Technician, for having completed the requirements for a Bachelor of Science degree in Business from Bellevue University.

Commendation

Finance Committee

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

- | | |
|---|--|
| <p>➤ The statement of income and expenditures as of June 30, 2014, was accepted.</p> <p>➤ The following contracts were awarded:</p> | <p>Income/Expenditures Accepted</p> |
| <p>➤ A maximum of \$42,870 to Sodon's Electric, Inc., Atlantic Highlands, New Jersey, for the purchase of electrical wiring for the Computer and Graphics Lab in the Gateway Building at Ocean County College.</p> <p>➤ A maximum of \$60,000 to Nelson Westerberg of New Jersey, Somerville, New Jersey, for the first year of a two-year agreement for moving services at Ocean County College.</p> <p>➤ A maximum of \$64,463 to EACM Corporation, Sea Bright, New Jersey, for the purchase and installation of Air Curtain Heaters in the Gateway Building at Ocean County College.</p> <p>➤ A maximum of \$150,000 to PIP Printing, Brick, New Jersey, for the first year of an optional two-year agreement for campus-wide copy services at Ocean County College.</p> <p>➤ A maximum of \$230,000 to Success Communications Group, Parsippany, New Jersey, for the first year of a two-year agreement for media placement services at Ocean County College.</p> <p>➤ A maximum of \$175,000 to PIP Printing, Brick, New Jersey, for the first year of an optional two-year agreement for offset printing services at Ocean County College.</p> <p>➤ A maximum of \$53,080.73 to The Office Pal, Lakewood, New Jersey, for the first year of a two-year agreement for the purchase of toner cartridges for campus-wide use at Ocean County College.</p> <p>➤ A maximum of \$24,332.13 to SHI International Corporation, Somerset, New Jersey, for the purchase of Hewlett Packard SAN (storage area network) Switches for use at Ocean County College.</p> | <p>Contracts Awarded</p> |
| <p>➤ Resolutions were adopted to award the following contracts:</p> <p>➤ A maximum of \$190,576 to NJEDGE.NET, Newark, New Jersey, for the renewal of the campus-wide Internet service during 2014-2015 at Ocean County College.</p> <p>➤ A maximum of \$377,500 to Dell Marketing, Round Rock, Texas, for the purchase of computers, parts, supplies, and professional services for KASE (system management appliance) at Ocean County College.</p> | <p>Resolutions Adopted for Contract Awards</p> |

- A maximum of \$202,054 to Timecruiser Computing Corporation, Fairfield, New Jersey, for the fifth year of a five-year agreement for the purchase of the Campus Cruiser subscription for campus-wide use at Ocean County College.
- A maximum of \$323,926 to Ellucian Company, LP, Fairfax, Virginia, for the renewal of the annual software licensing and maintenance agreement for Colleague/Datatel administrative programs at Ocean County College.
- A maximum of \$24,757.90 to Pocket Nurse, Ambridge, Pennsylvania, for the purchase of miscellaneous lab supplies for use by the Nursing Department at Ocean County College.
- A maximum of \$34,300 to Tropical Travel Representative, The Woodlands, Texas, for the services of a tour operator for the "World of the Maya" travel seminar to Mexico offered from March 14-22, 2015, by Ocean County College.
- A maximum of \$23,679 to GoPrint Systems, Inc., San Ramon, California, for support services on the "Pay-as-You-Go" program on the GoPrint Systems at Ocean County College.
- A maximum of \$20,111.11 to Dimension Data, Charlotte, North Carolina, for the purchase of Cisco telephones, switches, and related equipment for use in the Gateway Building at Ocean County College.
- A maximum of \$22,000 to Bernie Williams Productions, Inc., El Dorado Hills, California, for an agreement for a jazz performance as part of the Center for the Arts (Grunin Spotlight Series) production at Ocean County College.
- The following contracts were amended:

Contracts
Amended

 - An additional \$2,500, for a maximum total of \$41,000, to Remington, Vernick & Vena Engineers, Toms River, New Jersey, for a change order for the redesign of the TV Studio drainage basin at Ocean County College (contract originally awarded at the March 22, 2013, Board meeting).
 - An additional \$4,525.93, for a maximum total of \$199,000.93, to EACM Corporation, Sea Bright, New Jersey, for a change order for electrical conduit relocation and removal and replacement of cabinets to allow the floor diffuser to be filled with concrete in the Nursing Building at Ocean County College (contract originally awarded at the February 24, 2014, Board meeting).
 - An additional \$8,424, for a maximum total of \$61,454, to North Star Signs, Fairfield, New Jersey, for additional signs for the renumbering of buildings at Ocean County College (contract originally awarded at the January 27, 2014, Board meeting).

- An additional \$94,219, for a maximum total of \$954,991, to Applied Video Technology, Inc., Kimberton, Pennsylvania, to upgrade classroom technology at Ocean County College (contract originally awarded at the May 27, 2014, Board meeting).
- The Board approved an extension, through November 16, 2014, to the \$33,710 subgrant award from the Institute of Marine and Coastal Sciences, Rutgers University, through the New Jersey Department of Environmental Protection, for the work and services for the “Multi-Trophic Level Modeling of Barnegat Bay” program, Year Two, to help understand changes to the Barnegat Bay. Project period: January 1, 2013, through November 16, 2014. OCC Project director: Mr. James Vasslides, Program Scientist, Barnegat Bay Partnership. Subgrant Award Extended
- The following grants were accepted: Grants Accepted
 - A \$35,272 subgrant award from the Institute of Marine and Coastal Sciences, Rutgers University, through the New Jersey Department of Environmental Protection, for the work and services for the “Multi-Trophic Level Modeling of Barnegat Bay” program, Year Three, to help understand changes to the Barnegat Bay. Project period: May 19, 2014, through November 18, 2015. OCC Project director: Mr. James Vasslides, Program Scientist, Barnegat Bay Partnership.
 - A \$9,957 subgrant award from The Nature Conservancy, through the National Oceanic and Atmospheric Administration, for a collaborative project to improve the resilience of New Jersey’s coastline to coastal hazards and to develop a common set of statewide metrics to measure the success and benefits of the identified project. Project period: April 1, 2014, through March 31, 2016. OCC Project director: Ms. Martha Maxwell-Doyle, Barnegat Bay Partnership Project Coordinator.
 - A \$213,180 grant award from the U.S. Department of Education, Federal TRIO Programs, for Student Support Services for the purpose of increasing retention and graduation rates of disabled, first-generation, and low income students. Funding period: September 1, 2010, through August 31, 2015 (the fifth of five years). Project director: Dr. Kate Pandolpho, Director of Career, Employment, and Personal Counseling.
 - An additional \$60,000 grant award, for a total \$120,000, from the New Jersey Department of Children and Families, Division on Women, to extend for a second year the services provided through the Displaced Homemaker project as a part of the recovery effort following Super Storm Sandy to support disaster recovery work with the local displaced home-maker population. Funding period: August 1, 2013, through July 31, 2015. Project director: Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services.

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 meetings on June 4 and July 2, 2014:

College Senate
Items Approved

➤ Revised Courses

- 1) ENVI 259, Field Experience/Practicum
- 2) LATN 100, Elementary Latin I
- 3) MUSC 177, Ear Training and Sight Singing I
- 4) MUSC 178, Ear Training and Sight Singing II

Buildings and Grounds Committee

Mr. Matthew Kennedy, Assistant Vice President of Facilities and Construction Management, reported to the trustees on various facilities projects currently underway, including road work being done by the County, the construction of the new Student Center, Nursing Building renovations, and the installation of cameras in the parking lots.

Upon unanimous roll call vote, the Board accepted the Buildings and Grounds Committee Report for July 25, 2014.

Building/Grounds
Report Accepted

Personnel Committee

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

Personnel Report
Approved

President's Report

Dr. Larson reminded the trustees that he will be attending the 3rd Universia International Presidents Meeting in Rio de Janeiro, Brazil, from July 27 to 29. The conference is sponsored by Bank Santander through its Santander Universities Global Division. Universia is a most important university network that includes 1,262 universities in 23 countries. Meetings are being scheduled for Dr. Larson to talk with university presidents from Brazil, Argentina, Mexico, and Chile to discuss the possibility of partnerships with international universities.

President's
Report

Ms. Jan Kirsten, Executive Director of College Relations, spoke of four additional banners highlighting alumni that will be installed on campus. Both the banners and a new logo for the Jay and Linda Grunin Center for the Arts were designed by Mr. Scott Bruinooge, Coordinator of Publications; the trustees congratulated Mr. Bruinooge for his outstanding work.

Ms. Bobbi Krantz, Part-Time Director of the Arts and Community Center, and Mr. Mark Wilson, Lecturer II in Music and Dance, reviewed the upcoming 2014-2015 Grunin Spotlight Series, made possible by the recent gift from the Jay and Linda Grunin Foundation. A wide variety of performances will be offered.

Dr. Norma Betz, Interim Vice President of Student Affairs, reported on the reorganization and transition of Enrollment Management and the Student Affairs Division, formerly under the supervision of Mr. Don Doran, and shared plans to continually improve interaction with and service to students.

Ms. Anna Regan, Director of Academic Advising, was commended for the new resource guide for parents. It has received many positive comments.

Dr. Jianping Wang updated the trustees on the College Readiness Program, which has brought 28 high school juniors from all three Toms River high schools to the College campus for college-level courses. The program has been very successful, and many students have indicated they would be registering for OCC Jump Start courses in the fall semester.

Ms. Heather Barberi, Executive Director of the Ocean County College Foundation, invited trustees to attend the upcoming 2014 Scholarship Celebration on Saturday, August 23, at 6:00 p.m., recognizing 50 Years of Excellence in Education at Ocean County College.

Dr. Stephen Kubow, Kean University, summarized recent developments as OCC and Kean pursue new opportunities for partnerships, all of which will benefit the students.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, August 25, 2014, 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, 2014

The following meetings were scheduled:

Friday, August 15, 2014

12:00 p.m.

Board Retreat

Meetings
Scheduled

Monday, August 25, 2014

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.	Monthly Public Meeting

Mr. Thulin invited comments from the trustees and the public.

Mr. Kaunitz reported that he worked with Assemblyman Dave Wolfe in obtaining a \$200,000 State appropriations bill in response to the BRAC (Base Realignment and Closure) Commission. The significant benefit and importance to the community of Joint Base McGuire-Dix-Lakehurst need to be recognized.

Public
Comments

In light of the College's current efforts to "Chart a New Course," Dr. David Bordelon, FAOCC President, addressed the Board on the purpose of a college education and the need to emphasize critical thinking and essential learning outcomes through reading, writing, and math skills. Dr. Larson responded that Dr. Bordelon's presentation fits in nicely with the college's transformation initiative. OCC has been and will continue to be focused on educational excellence to prepare our students for success.

With no further comments from the Board members or the public, the meeting adjourned at 1:40 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees



BOARD OF TRUSTEES

Public Retreat/Meeting

August 15, 2014

Minutes

A retreat/meeting of the Ocean County College Board of Trustees was called to order by Mr. Carl V. Thulin, Chair, at 12:25 p.m., on Friday, August 15, 2014, in the Boardroom of the Administration Building on the College campus.

Call to Order

The announcement of public meeting was made in compliance with the Open Public Meetings Act of 1975. Notice of this meeting was publicized through a June 25, 2014, announcement, distributed as required by law, that rescheduled the July 11, 2014, retreat to August 15, 2014.

Public Meeting
Announcement

Those in attendance were: Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Emil Kaunitz, Mrs. Joanne Pehlivanian, Mr. Nicholas Devlin, Mr. Jack Sahradek, Dr. Jon Larson, and Executive Vice President of Finance and Administration Sara Winchester.

Attendance

At 12:27 p.m., the Board adopted a resolution to move into closed session to discuss personnel matters, 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.

Resolution
Adopted for
Closed Session

The Board reconvened the public meeting at 1:50 p.m.

Discussions Items

- The trustees welcomed Mr. Bob Kellner, Chief Executive Officer, Mr. Scott Malin, Senior Associate, and Mr. Joseph Gallagher, Architectural Designer, all from Spiegle Architectural Group, Trenton, New Jersey, who were joined by Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction, and Mr. Mike Bruno, Associate Director of Facilities Planning and Construction. The purpose of their visit was to share with the trustees their understanding, after discussions with County and College personnel, of the direction in which the new Facilities Master Plan should be developed and, more importantly, to receive input from the trustees on their vision for Ocean County College in the future.

Facilities
Master Plan

There is no doubt that the campus of today will not be the campus of tomorrow. There are a myriad of detailed elements that must be integrated into a new Master Plan, all of

which will, hopefully, result in the desired overall design, concept, and message for the Ocean County College campus.

Mr. Malin said today's presentation is one of several; after consideration of all feedback from interested parties, Spiezle will meet with the trustees again as the plan is developed. Mr. Kennedy, Mr. Bruno, and the Spiezle representatives concluded their presentation and left the meeting at 3:15 p.m.

- Dr. Larson shared with the trustees that the College will be participating in the New Jersey Prior Learning Assessment Network (NJ PLAN) pilot program. Thomas Edison State College will serve as the anchor institution and other colleges in the program include Essex County College, New Jersey City University, the New Jersey Institute of Technology, and Rowan University. This new initiative will allow students to earn college credits by taking tests or preparing portfolios of their work. NJ PLAN will help make college more accessible and affordable, thus making degrees more attainable. NJ PLAN

Finance Committee

Upon unanimous roll call vote, the Board approved the following items as recommended by the Business and Finance Committee:

- A resolution was adopted to award a maximum \$102,027.84 contract to ZAYO Group, Louisville, Colorado, to provide fiber system ring relocation services required within the power space of several FirstEnergy/JCP&L poles as part of the Phase 3 County Engineering project at Ocean County College. Resolution Adopted for Contract Award
- The Board authorized the purchase of energy generation services for public use on an online auction website and for the execution of any natural gas contract to the successful bidder by the Executive Vice President of Finance and Administration, representing Ocean County College as the lead agent for the County College Energy Consortium. Authorization for Energy Generation Services
- A \$40,000 amendment, for a maximum contract total of \$307,000, was approved for Spiezle Architectural Group, Trenton, New Jersey, for concept drawings associated with programming for the new Performing Arts Center as it relates to the Ocean County College Facilities Master Plan (contract originally awarded at the March 24, 2014, Board meeting). Contract Amended

At 3:20 p.m., the trustees adopted a resolution to move back into closed session to continue the personnel, collective bargaining, and litigation discussions.

Resolution
Adopted for
Closed Session

At 3:50 p.m. the closed session ended, and the trustees resumed the public session.

Miscellaneous

The next meeting of the Board is scheduled for:

Meetings
Scheduled

Monday, August 25, 2014

10:00 a.m.	Finance Committee
10:00 a.m.	Bylaw, Policy, and
(as needed)	Curriculum Committee
10:30 a.m.	Buildings and Grounds
	Committee
10:30 a.m.	Personnel Committee
12:30 p.m.	Regular Public Monthly Meeting

With no further business, the meeting adjourned at 3:50 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the
Board of Trustees