



BOARD OF TRUSTEES

AGENDA

March 22, 2010

12:30 p.m.

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **RECOMMEND APPROVAL OF MINUTES OF THE FEBRUARY 22, 2010, 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)
 1. **Recommend approval of business/finance actions as presented (Exhibit A)** **Bd. Action**

B. **Bylaw, Policy, and Curriculum Committee (Mr. Monahan, 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 Monday, April 26, 2010, 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**Monday, April 26, 2010**

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|--|----------|---|
| 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

February 22, 2010

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order on Monday, February 22, 2010, by Mrs. Linda Novak, Vice 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. Connie Bello in compliance with the Open Public Meetings Act of 1975.

Public Meeting
Announcement

Those in attendance were: Mrs. Linda Novak, Dr. Bruce Greenfield, Mr. Jerry Dasti, Mr. Robert Fall, Mr. Stephan Leone, Mr. Warren Wolf, Mr. Harvey York, Mr. Ernie Muska, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President James McGinty, Vice Presidents Don Doran, Tara Kelly, Richard Parrish and Sara Winchester, and Interim Vice President Richard Strada.

Attendance

The minutes of the January 25, 2010, Board of Trustees closed session and public meetings were approved upon majority vote, with Mr. Dasti and Mr. Leone abstaining from the vote.

Minutes
Approved

Several presentations were made:

Commendations/
Presentations

- ♦ Ms. Ilene Cohen, Director Athletics, introduced Ms. Heather Neumann, OCC women's basketball player, who scored her 1,000th career point on February 4 with less than one minute to go in the game. She is only the second player in OCC history to accomplish this extraordinary milestone. Ms. Dana Kovich, Women's Basketball Head Coach, and Mr. AJ Trump, Assistant Director of Athletics, joined Ms. Neumann for this recognition.

Also introduced was Ms. Jen Nelson, Division III Cross Country Individual National Champion who led the Cross Country team to its first-ever national championship. Ms. Nelson was named OCC Woman Athlete of the Year, an award she received at Seton Hall University on February 8.

Heartly congratulations were extended to Ms. Neumann and Ms. Nelson for their outstanding athletic accomplishments.

- ◆ Mr. Richard Strada introduced Mr. Richard Trimble, Assistant Professor of Humanities, who shared with the trustees the various activities that are being scheduled during March for Women's History Month. Upon unanimous roll call vote, the trustees adopted a resolution to proclaim March as Women's History Month at Ocean County College and to encourage participation by the college community in the planned activities.
- ◆ Dr. Parrish introduced Mr. Kevin Blackney, Principal of Blackney Hayes, the architect working on the design of the new Gateway Building, which will provide classroom and office space for both OCC and Kean University. During the last six months, Blackney Hayes has conducted a needs assessment study to determine the scope of services and projected number of students who will be served by the building.

Dr. Parrish noted the excellent working relationship with Blackney Hayes and the outstanding assistance being provided on the Gateway Building.

Finance Committee

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

- | | |
|---|---|
| ◆ The statement of income and expenditures as of January 31, 2010, was accepted. | Income/
Expenditures
Approved |
| ◆ A 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, with up to \$115,000 to the Ocean County Engineering Department and up to \$35,000 to the Ocean County Road Department, effective through December 31, 2010. | Resolution
Adopted for
Intergovernmental
Agreement |
| ◆ A resolution was adopted to approve a FY 2011 capital facilities project for the construction of a College Center Addition at a cost not to exceed \$14,000,000 and to direct appropriate College officials to seek financial support from the County of Ocean for this project. | Resolution
Adopted for
College Center
Addition |
| ◆ The following contracts were awarded: | Contracts
Awarded |
| ◆ A maximum of \$75,000 to Simonik Moving and Storage, Plainfield, New Jersey, for the first year of a two-year agreement for moving services. | |
| ◆ A maximum of \$81,234 to Garden State Getaways, Jackson, New Jersey, for bus tours and day trips for the Academy for Lifelong Learning during 2010. | |
| ◆ A maximum of \$16,053 to Bartash Printing, Inc., Philadelphia, Pennsylvania, for the printing of the 2010 Summer Continuing and Professional Education brochures. | |
| ◆ A maximum of \$31,935 to Pocket Nurse, Ambridge, Pennsylvania, for the purchase of healthcare educational equipment for the Nursing Department. | |

- ◆ A maximum of \$137,741.25 to Marlin Construction, Jackson, New Jersey, for the expansion of the parking lot at the Facilities Building.
- ◆ Resolutions were adopted to award the following contracts:
 - ◆ A maximum of \$28,800 to Simon Property Group, T/A Ocean County Mall, Toms River, New Jersey, for the media fee for sky banners.
 - ◆ A maximum of \$34,456.14 to Trendway Corporation, c/o Butler Office Interiors, Holland, Michigan, for the purchase of furniture for the Facilities Building addition.
- ◆ The following contracts were amended:
 - ◆ An additional \$27,950, for a maximum total of \$162,520, to Innovative Engineering, Toms River, New Jersey, for the redesign of the kitchen and restroom facilities in the proposed concession building at the athletic complex (contract originally awarded at the December 1, 2008, Board meeting).
 - ◆ An additional \$39,754, for a maximum total of \$10,504,785, to Tormee Construction, Tinton Falls, New Jersey, for additional work related to parking lot striping and for landscaping and reforestation by the retention basin as part of the John C. Bartlett, Jr., Hall construction (contract originally awarded at the May 27, 2008, Board meeting).
 - ◆ An additional \$250,000, for a maximum total of \$350,000, to Diamond Construction, Brick, New Jersey, for additional snow removal services for the remainder of 2010 fiscal year (contract originally awarded at the June 22, 2009, Board meeting).
 - ◆ An additional \$3,045, for a maximum total of \$42,990, to GoPrint Systems, Inc., San Ramon, California, for the annual support and maintenance of the GoPrint GS Server in the Library (contract originally awarded at the September 21, 2009, Board meeting).
 - ◆ An additional \$2,500, for a maximum of \$162,712, to TimeCruiser, Fairfield, New Jersey, for E-Learning Integration Services through June 30, 2010 (contract originally awarded at the July 27, 2009, Board meeting).
 - ◆ An additional \$15,000, for a maximum total of \$102,500, to Assessment Technologies Institute, Stilwell, Kansas, for the purchase of ATI evaluation tests for the additional students enrolled in the Nursing Program (contract originally awarded at the July 27, 2009, Board meeting).
 - ◆ An additional \$19,673, for a maximum total of \$2,218,919, to Santorini Corporation, Neptune, New Jersey, for underground conduit, additional exterior insulation, new insulation finish coat, and a change in the building entrance as part of the renovations to the Planetarium (contract originally awarded at the June 22, 2009, Board meeting).

Resolutions
Adopted for
Contract Awards

Contracts
Amended

- ◆ An additional \$12,133.35, for a maximum total of \$833,836.08, to Hall Building Corporation, Farmingdale, New Jersey, for the installation of PVC conduit for the future parking lot, dedicated circuits for hot water heaters, and the installation of three CCTV cameras (contract originally awarded at the June 22, 2009, Board meeting).
- ◆ An additional \$12,656, for a maximum total of \$3,934,378, to Gingerelli Brothers, Inc., Toms River, New Jersey, for a change in above ground storm piping and the installation of steel columns at the theatre stage as part of the addition and renovation to the Arts and Community Center (contract originally awarded at the June 22, 2009, Board meeting).
- ◆ An additional \$3,000, for a maximum total of \$35,000, to Intertech Associates, Freehold, New Jersey, for cable retesting on the data network as part of the professional commissioning for information technology in John C. Bartlett, Jr., Hall (contract originally awarded at the June 18, 2007, Board meeting).
- ◆ The recommendation to amend the contract to Yezzi Associates, Toms River, New Jersey, was withdrawn. No action was taken.

Buildings and Grounds Committee

A status report was provided by Dr. Richard Parrish on the progress being made on facility renovation and construction. Architectural proposals have been received and are being reviewed for the expansion of the College Center.

Upon unanimous roll call vote, the Facilities Engineering and Operations Status Report for January 31, 2010, was accepted.

Facilities
Engineering
Report Accepted

Personnel Committee

Upon unanimous roll call vote, the Personnel Report as recommended by the Personnel Committee was approved. Mr. Leone noted that the position description for an Executive Vice President of Academic Affairs-Instruction was included in the report.

Personnel Report
Approved

President's Report

New Jersey College Goal Sunday, an annual event designed to assist low income and first generation students in completing the national application for college financial aid, the Free Application for Federal Student Aid (FAFSA), was held on the OCC campus on Sunday, January 31. Ms. Winchester reported that OCC employees volunteered their time to provide information to 159 students on available financial aid resources. It is a most rewarding experience for the volunteers to help individuals who would otherwise not understand the opportunities available to them to attend college.

President's
Report

Ms. Grace Johnson, Assistant Director of Multicultural Services, and Ms. Pamela Dong, Librarian, joined Dr. Parrish in informing the trustees of the activities that are planned on campus in support of the 2010 Census.

Mr. Bray Barnes, Assistant to the President, reported on the efforts being undertaken with regard to the Homeland Security profession and the avenues the College is pursuing in an effort to meet the educational demands of this flourishing profession. Opportunities are being explored with various agencies, such as the Ocean County Prosecutor's Office, New Jersey State Police, New Jersey Office of Homeland Security and Protection, and U.S. Department of Homeland Security, to create a Homeland Security Education Center, which would be the first of its kind in the nation.

The Ocean County College Board of School Estimate meeting is scheduled for Wednesday, March 31, at 3:30 p.m. at the County Office.

The next Board of Trustees Retreat will take place on Friday, March 19, at 12:00 noon in the Conference Room of the Technology Building, at which time the OCC FY 2010 and FY 2011 budgets will be discussed.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, March 22, 2010, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution
Adopted for
Closed Meeting –
3/22/10

The following meetings were scheduled:

Monday, March 22, 2010	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

Meetings
Scheduled

With no additional comments from the trustees or the public, the meeting adjourned at 1:45 p.m.

Adjournment

Respectfully submitted,

Bruce Greenfield, Ed.D.
Secretary

Connie Bello
Recording Secretary