



**BOARD OF TRUSTEES
AGENDA**

**JULY 23, 2020
12:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **RECOMMEND APPROVAL OF MINUTES OF THE JUNE 25, 2020,
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETING
AND THE JULY 9, 2020, BOARD RETREAT** **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**

B. Bylaw, Policy, and Curriculum Committee***(Mrs. Joanne Pehlivanian, Chairperson)******(Dr. Joseph Konopka, 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, Associate 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
2. Recommend adoption of a resolution to acknowledge, with regret, the resignation of Mr. Mark Wilson, Executive Director of Cultural Programs and Partnerships, and to express deep appreciation to Mr. Wilson for his dedicated service to Ocean County College

Bd. Action**Bd. Action****VII. MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, August 27, 2020, 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

VIII. **PRESIDENT'S REPORT**IX. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, AUGUST 27, 2020**

- | | |
|--|--|
| 1. International Programs Committee
(as needed) | Time: 9:30 a.m.
Place: via Webex |
| 2. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: 9:30 a.m.
Place: via Webex |
| 3. Finance Committee | Time: 10:00 a.m.
Place: via Webex |
| 4. Buildings and Grounds Committee | Time: 10:30 a.m.
Place: via Webex |
| 5. Personnel Committee | Time: 11:00 a.m.
Place: via Webex |
| 6. Entire Board | Time: 11:30 a.m.
Place: via Webex
Purpose: Caucus Meeting—Personnel, Pending Litigation, and Collective Bargaining |
| 7. Entire Board | Time: 12:30 p.m.
Place: via Webex
Purpose: Regular Public Monthly Meeting |

X. **Adjournment**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

June 25, 2020

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:35 p.m. on Thursday, June 25, 2020, by Mr. Carl V. Thulin, Chair, via Webex.

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 2019 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on June 18, 2020, indicating this meeting would be held via Webex, as provided for by New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means during periods of emergency.

Public Meeting
Announcement

Those in attendance were Mr. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Mr. Erick Garcia-Vargas, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello.

Attendance

The minutes of the May 28, 2020, Board of Trustees closed session and public meetings were unanimously approved upon roll call vote.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Dr. Dan Baker, Professor of Philosophy, who presented a review of his Sabbatical Leave project, "Teaching Critical Thinking Using Contemporary Moral Issues." The project resulted in the creation of a text designed for incoming freshman students to assist in the development of critical thinking.

Presentations/
Commendations

Dr. Baker will be retiring as of July 1, 2020, after thirty years of teaching at OCC. Ms. Heidi Sheridan, Dean of the School of Arts and Humanities, commented on Dr. Baker's many contributions during his tenure at the College. Dr. Larson and the Trustees thanked Dr. Baker for his sabbatical report, expressed appreciation for being a long-time valued employee of the College, and wished him well in his retirement.

Mr. Matthew Kennedy, Associate Vice President of Facilities Management and Construction, and Mr. Lenny Mannino, Director of Building Maintenance, shared OCC's preventative maintenance plan for the HVAC system on campus in order to minimize the spread of COVID-19, which includes the use of ultra violet lighting. All buildings will be consistently monitored to ensure they meet state and CDC guidelines in order to keep all students and employees safe when they return to campus. Dr. Larson emphasized that there is probably no other college in the state that has been able to achieve the work that has already been accomplished in OCC's buildings. He and Mrs. Novak, Chair of the Buildings and Grounds Committee, noted that Facilities has continued with major project work while the campus has been closed.

Finance Committee

Upon unanimous roll call vote, the following Finance Committee items were approved as submitted:

- | | |
|---|--|
| ➤ The statement of income and expenditures as of May 31, 2020, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contract was awarded: | Contract
Awarded |
| <ul style="list-style-type: none"> ➤ A maximum of \$249,900, to Tricon Enterprises, Inc., Keyport, New Jersey, for professional site demolition and construction development of the Facilities Storage Barn project at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted
for Contract Awards |
| <ul style="list-style-type: none"> ➤ A maximum of \$23,097.74 to Infobase, New York, New York, for a one-year subscription, from July 1, 2020, through June 30, 2021, to provide student access to digital supplemental educational Films on Demand and Facts on File in specialized core subject areas for use in the Library at Ocean County College. ➤ A maximum of \$31,000 to the State of New Jersey DEP, Trenton, New Jersey, for the purchase of permit applications for the Mill Creek Sailing Center building project at Mill Creek County Park in Bayville, New Jersey. ➤ A maximum of \$41,241.15 to Cengage Learning, Inc., Boston, Massachusetts, for a twelve-month agreement, from July 1, 2020, to June 30, 2021, for the purchase of miscellaneous e-books and Internet database subscriptions for use in the Library at Ocean County College. ➤ A maximum of \$101,905.48 to EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions from July 1, 2020, through June 30, 2021, for use in the Library at Ocean County College. ➤ A maximum of \$150,000 to the following vendors for the purchase of tests, study guides, and miscellaneous supplies through the New Jersey Council of County Colleges Joint Purchasing Consortium for use by the Testing Center and various departments at Ocean County College: | |

- \$100,000 to Ascend Technologies, LLC, Leawood, Kansas
- \$50,000 to Hurst Review Services, Inc., Brookhaven, Mississippi
- A maximum of \$26,500 to TGI Office Automation, Edison, New Jersey, for campus-wide copier and printer services and maintenance from July 1, 2020, through June 30, 2021, at Ocean County College.
- A maximum of \$26,817.64 to Atlantic Plumbing Supply Corporation, Toms River, New Jersey, for the purchase of plumbing accessories for the hands-free conversion of restrooms, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, at Ocean County College.
- A maximum of \$20,916.19 to Bio-Shine, Inc., Spotswood, New Jersey, for the purchase of hands-free towel dispensers for restrooms, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, through the Hunterdon County Educational Services Commission (HCESC) Cooperative contract, for use at Ocean County College
- A maximum of \$23,917.16 to CollegeNET, Inc., Portland, Oregon, for the renewal of the annual licensing fee for the 25Live Software System from July 1, 2020, through June 30, 2021, at Ocean County College.
- A maximum of \$220,000 to Honorlock, Boca Raton, Florida, for the first year, with a second-year contract option, for online proctoring services, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for the e-Learning Department at Ocean County College.
- A maximum of \$179,823.20 to Instructure, Inc., Salt Lake City, Utah, for the second year of a three-year contract for the Canvas Learning Management System, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for use at Ocean County College.
- A maximum of \$26,449.02 to SHI International Corporation, Somerset, New Jersey, for the renewal of Kaspersky security licenses from July 1, 2020, through June 30, 2021, through the National Cooperative Purchasing Alliance (NCPA) Omnia Partners Contract, for use at Ocean County College.
- A maximum of \$20,000 to NetQ Multimedia Company, Freehold, New Jersey, for the installation, repair, testing, and technical support of the campus-wide local area and wireless networks from July 1, 2020, through June 30, 2021, at Ocean County College.
- A maximum of \$166,579.20 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of administrative, lounge, and conference center furniture in the renovated Conference Center and Barnegat Bay Partnership offices, through the Cooperative Contract ESCNJ (Educational Services Commission of New Jersey), at Ocean County College.

- A maximum of \$26,291 to Ellucian Company, L.P., Fairfax, Virginia, for the e-commerce annual volume fee for all online financial transactions from July 1, 2020, through June 30, 2021, at Ocean County College.
- A maximum of \$75,000 to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for a twelve-month agreement from July 1, 2020, through June 30, 2021, for professional legal services, special labor counsel, at Ocean County College.
- A maximum of \$42,000 to Pocket Nurse, Monaca, Pennsylvania, for the purchase of instructional and non-instructional medical supplies for use by the Nursing and Continuing and Professional Education Departments, through the National Cooperative Purchasing Alliance (NCPA) Omnia Partners, at Ocean County College.
- A maximum of \$25,000 to Prestige Medical Solutions, Inc., Toms River, New Jersey, for the administration of a Certified Nurse's Aide Long-Term Care course for the Continuing and Professional Education Department at Ocean County College.
- A maximum of \$315,000 to Dell Marketing LLP, Round Rock, Texas, for the purchase of Dell computers and the purchase of parts and supplies as needed for the repair of existing computers from July 1, 2020, through June 30, 2021, at Ocean County College.
- A maximum of \$58,061.26 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the renewal service contract for the Cisco data/voice/video network and related hardware and software components from September 1, 2020, through August 31, 2021, for use at Ocean County College.
- A maximum of \$272,805 to Hutchins HVAC, Inc., Hazlet, New Jersey, for the purchase and installation of HVAC ultraviolet light systems, through the Educational Services Commission of New Jersey (ESCNJ) Cooperative Contract, to protect students, faculty, and staff at Ocean County College.
- A maximum of \$170,816.04 to NJEdge.NET, Newark, New Jersey, for a one-year contract for campus-wide internet service and annual consortium membership fees, through the NJEdge.NET Consortium, for use at Ocean County College, the Southern Education Center, and Montclair State University.
- A maximum of \$60,000 to Partnership for the Delaware Estuary, Inc., Wilmington, Delaware, for authorization of the award of a subcontract agreement, "Utilizing the Mid-Atlantic Coastal Wetlands Assessment to Quantify Wetlands Ecosystem Services in New Jersey's Coastal Communities," with Partnership for the Delaware Estuary, Inc., Wilmington, Delaware, for the period of June 25, 2020, through June 30, 2022, administered through the Barnegat Bay Partnership at Ocean County College.
- A maximum of \$19,500 to Jostens, Inc., Chicago, Illinois, for the purchase, printing, packaging, and delivery of diplomas, through the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding, for the graduating class of 2020 at Ocean County College.

- For the first year, with a second-year contract option, for online proctoring services from July 1, 2020, through June 30, 2021, on behalf of the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for the e-Learning Department at Ocean County College to the following:
 - Honorlock, Boca Raton, Florida
 - Proctorio, Inc., Scottsdale, Arizona
- A maximum of \$60,000 to the following vendors for the purchase of instructional and non-instructional science and laboratory equipment and supplies, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for use by various departments at Ocean County College:
 - Arbor Scientific, Ann Arbor, Michigan
 - Bio Corporation, Alexandria, Minnesota
 - Bio-Rad Laboratories, Inc., Hercules, California
 - Bound Tree Medical, LLC, Dublin, Ohio
 - Bound Tree Medical, Elizabethtown, Pennsylvania
 - Carolina Biological Supply, Burlington, North Carolina
 - Collins Sports Medicine, Raynham, Massachusetts
 - Cynmar, LLC, Yulee, Florida
 - Daigler Scientific, Inc., Buffalo Grove, Illinois
 - Fisher Scientific, Inc., Princeton, New Jersey
 - Fresenius Medical Care North America, Waltham, Massachusetts
 - School Specialty, Inc., Nashua, New Hampshire
 - Galls, Ewing Township, New Jersey
 - Henry Schein, Inc., Melville, New York
 - J&H Berge, Inc., South Plainfield, New Jersey
 - Johnson Scientific, Inc., Williamstown, New Jersey
 - Medline Industries, Inc., Westhampton, New Jersey
 - Midwest Scientific (MIDSCI), Valley Park, Missouri
 - Mock Medical, LLC, Terril, Iowa
 - Nasco Education, LLC, Fort Atkinson, Wisconsin
 - School Health Corporation, Rolling Meadows, Illinois
 - Sirchie Finger Print Laboratories, Youngsville, North Carolina
 - Spectrum Chemical, New Brunswick, New Jersey
 - PASCO, Roseville, California
 - Thomas Scientific, Swedesboro, New Jersey
 - Triarch, Inc., New York, New York
 - V E Ralph and Son, Inc., Kearny, New Jersey
 - Wallcur, LLC, San Diego, California
- A maximum of \$25,900.71 to YSI, Inc., Yellow Springs, Ohio, for the purchase of water quality monitoring equipment and three-year service plan for use by the Barnegat Bay Partnership at Ocean County College.

- For the first year, with a second-year contract option, for the purchase of tests, study guides, and miscellaneous supplies through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for use by the Testing Center and Continuing and Professional Education Department at Ocean County College with the following vendors:
 - Hurst Review, Brookhaven, Mississippi
 - Assessment Technologies Institute, LLC, Leawood, Kansas
- A maximum of \$17,850 to SimuMed, LLC, Charlotte, North Carolina, for the purchase of portable simulation laboratories, through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, for use by the Nursing Department at Ocean County College.
- A maximum of \$110,000 to Conner Strong and Buckelew Companies, LLC, Marlton, New Jersey, for the second year of an optional three-year contract for professional consulting for insurance broker and risk management services at Ocean County College.
- A maximum of \$750,344 to School Alliance Insurance Fund (SAIF), West Windsor, New Jersey, for the second year of a three-year membership in the School Alliance Insurance Fund for general liability college insurance at Ocean County College.
- A maximum of \$30,000 to the following vendors for the purchase of instructional, science, and laboratory supplies, through the E&I Cooperative Services Contract, for use by various departments at Ocean County College:
 - VWR International, LLC, Radnor, Pennsylvania
 - Sargent Welsh, Rochester, New York
 - Wards Science, Rochester, New York
- A maximum of \$58,545 to NJEdge.NET, Newark, New Jersey, for a twelve-month contract for Horizon View/VM Ware Virtualization software and support from July 1, 2020, through June 30, 2021, for use at Ocean County College.
- A maximum of \$20,000 to NCS Pearson, Inc., Bloomington, Minnesota, for the first year of a two-year contract for professional online tutoring services from July 1, 2020, through June 30, 2021, at Ocean County College.
- The following contracts were amended:

Contracts
Amended

 - An additional \$3,836, for a maximum total of \$21,663, to Integrated Systems and Services, Inc., Eatontown, New Jersey, for additional live security monitoring equipment for the Electronic Access Control System database for use in the newly renovated Security Building at Ocean County College (contract originally awarded at the December 12, 2019, Board meeting).

- An additional \$16,000, for a maximum total of \$76,000, to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for additional professional legal services, special labor counsel, through June 30, 2020, at Ocean County College (contract originally awarded at the June 27, 2019, Board meeting).
- An additional \$13,215.44, for a maximum total of \$6,579,948.80, to Catel, Inc., Bradley Beach, New Jersey, for additional general contractor construction services to relocate sanitary sewer due to its close proximity to the water main as part of the construction of a new Student Enrollment Building at Ocean County College (contract originally awarded at the January 9, 2020, Board retreat).
- An additional \$7,555.20, for a maximum total of \$1,503,831.05, to Tri-Form Construction, Inc., Metuchen, New Jersey, for allowance usage authorizations for a partition to create separate offices from an existing large office and the installation of a two-piece beam instead of one piece, which was not included on the original plans for the Conference Center Renovation project at Ocean County College (contract originally awarded at the January 23, 2020, Board meeting).
- A resolution was adopted to authorize the President to accept from Inside Track, Inc. a final settlement of all claims and to direct the President to enter into said Settlement and Release Agreement with Inside Track, Inc., upon review and agreement by Ocean County College counsel. Resolution Adopted to Accept Settlement
- The Board accepted an \$81,200 grant award from Little Egg Harbor Township to continue the Barnegat Bay Partnerships projects, Post-Construction Monitoring for Iowa Court (Little Egg Harbor) and S. Green Street (Tuckerton) Shoreline Resiliency. Project Director: Dr. Stan Hales, Barnegat Bay Partnership Director. Project period: June 2020 through September 2024. Grant Award Accepted
- The Board accepted a \$13,464 grant award from Richard Stockton University to conduct a Benthic Macroinvertebrate Assessment near Sunflower Island, Brigantine Channel. Project Director: Dr. Jim Vasslides, Barnegat Bay Partnership Senior Program Scientist. Project period: June 1, 2020, through October 31, 2020. Grant Award Accepted

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who provided an Academic Affairs update in the absence of a Bylaw, Policy, and Curriculum Committee Agenda.

Dr. Konopka updated the Trustees on the status of remote operations and also reported that a survey is being finalized by Institutional Research to gauge the effectiveness of the move to remote learning. Results from this survey will help gain insight and assist planning for the upcoming fall semester. New software will be implemented for the online catalog, which will help provide consistency to students regarding academic programs.

Dr. Konopka reported meetings are taking place between Academic Affairs and Student Affairs regarding fall scheduling and the designation of remote, online, and face-to-face offerings. This will provide clarity to students when finalizing schedules and ensure a consistent experience is being offered regardless of the format in which the class is delivered.

A meeting was held on campus to discuss necessary protocols to be followed for the return of healthcare offerings through Continuing and Professional Education with Kaitlin Everett, Director, Continuing and Professional Education, Workforce Development and Community Programs. There are approximately 70 students in these programs returning to campus to complete laboratory requirements. In addition, a committee has been formed with members from Academic Affairs, Student Affairs, Finance and Administration, Facilities, and Security to discuss the reopening of the College.

Dr. Konopka acknowledged Mr. Thomas Gialanella, Executive Director, School Relations, for the work he continues to do with professional development for OCC's staff and county high school staff.

In response to Mrs. Novak's inquiry, Dr. Konopka and Dr. Garcia explained Honorlock will provide multiple options to proctor exams regardless of whether it is in a remote or online setting in order to ensure testing integrity.

Lastly, Dr. Konopka shared that summer workshops have been developed for faculty and lecturers to help with remote instruction.

Buildings and Grounds Committee

Mrs. Novak shared that plans for the new Administration Building have been finalized. The project will be put on hold until information from the State on Chapter 12 plans becomes available. In addition, the Performing Arts Academy Building continues to operate under a temporary certificate of occupancy.

- The Buildings and Grounds Committee Report for June 25, 2020, was unanimously accepted upon roll call vote.

Building/Grounds
Report Accepted

Personnel Committee

Prior to approval of the Personnel Report, Mr. Leone noted that Ms. Shauna Ruutikainen, Part-Time Enrollment Services Technician, requested an opportunity to address the Board regarding the recommendation in the Personnel Report to terminate her employment. Ms. Ruutikainen provided additional information to the trustees, which Mr. Leone said would be considered by the committee. Following review, a final recommendation will be presented at the July 23, 2020, meeting.

Dr. Larson then shared a message from Ms. Denise Carter, Office Services Assistant, regarding her temporary furlough and the fact that she will miss going to the College to her job, which she very much enjoys.

The Personnel Report was unanimously approved as amended upon roll call vote.

Personnel Report
Approved

President's Report

Dr. Larson introduced Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, who provided a brief report on the process and the

President's Report

resulting revisions to OCC's 2021-2025 Strategic Plan. Dr. Larson and the Trustees thanked Dr. Beshara-Blauth, the twelve-member Core Planning Team, and all campus constituents who participated.

Dr. Larson recognized the many long-time employees retiring from the College on or near June 30, 2020, and extended sincere appreciation, congratulations, and best wishes to them.

Dr. Racioppi discussed the NJCCC webinar being hosted by OCC on Monday, June 29, 2020, "Moving from Reactive to Proactive Enrollment Management at Ocean County College," resulting from discussion on enrollment at OCC as compared to sister institutions. Topics to be addressed will include Enrollment Management, the increased yield of county high school graduates, and the transition to remote operations for the Hub. Dr. Anthony Trump, Executive Director of Admissions, Ms. Sheenah Hartigan, Executive Director of Enrollment Services, and Dr. Racioppi are excited to address their peers on Monday.

Dr. Larson introduced Mr. Kenneth Malagiere, Executive Director, OCC Foundation, who shared the Foundation received \$150,000, the first of two testamentary gifts to establish the Gale G. Wayman fund for women. Once the fund is fully endowed, it will be in excess of \$500,000.

Mr. Malagiere thanked Scholarship Committee members for their hard work over the past few months. He announced the Foundation will now offer grants to Jump Start and Academy students. Applications will now roll over from fall to spring semesters. Funds will be awarded to students at the beginning of the semester rather than after the census date. Mr. Malagiere also stressed that the Foundation will continue to support students virtually.

Lastly, Mr. Malagiere shared that Dr. Larson asked Dr. Henry Jackson, Executive Director of Academic Success, Mr. Malagiere, Dr. Racioppi, and Mr. Mark Wilson, Executive Director of Cultural Affairs, to join a task force of higher education members in Monmouth and Ocean Counties spearheaded by the Grunin Foundation that will come together to meaningfully address Social Justice.

Dr. Larson introduced Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, who thanked Dr. Larson for his participation in the Pathways to Kean Program. He shared that Kean University announced a 0% tuition increase for the 2020-21 school year. He also reported enrollments have increased for summer and fall. Dr. Lamont Repollet will begin as President of Kean University on August 1, 2020.

Dr. Kubow thanked Dr. Konopka for keeping Kean Ocean apprised of OCC's reopening plans and noted that Kean University also has established a reopening committee, with Dr. Jane O'Brien serving as the Kean Ocean representative.

Kean University will undergo restructuring in both administration and program offerings to help with current budget issues. Dr. Kubow shared he and Dr. Jessica Adams, Acting Associate Dean, are committed to keeping the service level as high as possible at Kean Ocean. Dr. Larson thanked Dr. Kubow for being a great partner with Ocean County College.

The Board adopted, upon unanimous roll call vote, a resolution to acknowledge, with regret, the resignation of Mr. Hatem Akl, Associate Vice President of International Programs - Operations, and expressed appreciation to Mr. Akl for his dedicated service to Ocean County College.

Resolution Adopted to Recognize, with Regret, the Resignation of Mr. Hatem Akl

The Board adopted, upon unanimous roll call vote, a resolution to recognize the outstanding dedication and commitment of Mr. Erick Garcia-Vargas during his one-year term as the student/alumni representative on the Board of Trustees during 2019-20. The trustees and Dr. Larson congratulated Mr. Garcia-Vargas for his participation on the Board. Mr. Garcia-Vargas expressed appreciation for having the opportunity to serve the students and thanked the trustees for allowing him to serve.

Resolution Adopted to Recognize Service of Mr. Erick Garcia-Vargas

The Board adopted, upon unanimous roll call vote, a resolution to accept the Ocean County College 2021-2025 Strategic Plan.

Resolution Adopted to Accept the 2021-2025 Strategic Plan

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, July 23, 2020, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted for Closed Meeting - July 23, 2020

The following meetings were scheduled:

Meetings Scheduled

Thursday, July 9, 2020	12:00 noon	Board Retreat
Thursday, July 23, 2020	9:30 a.m.	International Programs Committee (As Needed)
	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 Public Monthly Meeting

Following Mr. Thulin's request for public comments, Dr. David Bordelon, Professor of English and Literature and FAOCC Chief Negotiator, thanked the Trustees for continuing meetings online and for allowing public comments. He congratulated the retiring members of the faculty, Dr. Baker and Mr. Michael Klecan. Dr. Bordelon commended the faculty for taking on increased work while shifting to remote learning and ensuring high student engagement during the spring semester. Faculty are also working on projects under an expired contract this summer. He asked that the Trustees come to agreement as quickly as possible to finalize a contract.

Public Comments

Dr. Larson responded that the administration would be very happy to resume negotiations. Mr. Leone added that the Trustees are committed to negotiating and concluding a contract as soon as possible. They have tremendous respect and appreciation for the outstanding job being done by faculty, lecturers, and adjuncts during the pandemic.

Mr. Neil Schiller, Associate Professor of Engineering and FAOCC President, congratulated the Facilities Department for the work being done to ready the campus for a safe return. He noted that many faculty members are using outdated computers for remote instruction during the pandemic, which should be addressed. He suggested the use of digitized tablets might help deliver the best educational quality to students.

With no further comments from the Board members or the public, the meeting adjourned at 2:35 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President



BOARD OF TRUSTEES

Public Retreat/Meeting

Minutes

July 9, 2020

A retreat/meeting of the Ocean County College Board of Trustees was called to order by Mr. Carl V. Thulin, Chair, at 12:05 p.m., on Thursday, July 9, 2020, via Webex.

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 2019 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on July 6, 2020, indicating this meeting would be held via Webex, as provided for by New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means during periods of emergency.

Public Meeting
Announcement

Those in attendance were: Mr. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President of Finance and Administration Sara Winchester, and Mrs. Connie Bello, Assistant to the President and Secretary to the Board.

Attendance

Finance Committee

Ms. Winchester presented the Finance Committee Report, which was unanimously approved upon roll call vote.

Finance Report
Approved

➤ A resolution was adopted to award the following contract:

Resolution Adopted
For Contract Award

- A maximum of \$50,398.60 to Hands-On Labs, Englewood, Colorado, to purchase online science lab kits through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, for use by the Science Department at Ocean County College.

Discussion Items

Dr. Eileen Garcia, Vice President of e-Learning and Learning Enterprises, introduced Dr. Maysa Hayward, Associate Vice President of International Programs, who shared with the trustees the pandemic's impact on the Egyptian program and daily efforts provided by Dr. Hayward and e-Learning to ensure students in the program were able to complete the semester successfully. Dr. Hayward also provided an update on the development of special programs with Kean University, New Jersey City University, and William Paterson University.

OCC Egypt and
the Pandemic

At Mr. Leone's request, Ms. Winchester will provide to the trustees at an upcoming meeting an economic overview of each of the student cohorts underway in Egypt to date.

Ms. Winchester discussed the fall semester reopening plan for limited Nursing and Science labs, as well as Continuing and Professional Education Healthcare programs, while adhering to necessary protocols as set forth by the Governor and Secretary of Higher Education. A Return to Campus Committee has been established and will be meeting regularly to address the many requirements that must be met to ensure the safety of students and employees as a broader College reopening is planned.

Fall Semester
Return to Campus

OCC was awarded \$750,000 from the Governor's Emergency Education Relief (GEER) Fund. Ms. Winchester reported that this money is less restrictive in its use so it can assist in balancing the College's FY 2021 budget to offset the loss in State operational funding as a result of the pandemic.

GEER Funding

The next meetings of the Board are scheduled for:

Meetings
Scheduled

Thursday, July 23, 2020	9:30 a.m.	International Programs Committee (As Needed)
	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 Public Monthly Meeting

With no further business or comments from the trustees or the public, the meeting adjourned at 1:01 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President