

November 2020

FINANCE COMMITTEE

Contact VP Sara Winchester x2062 for specific information

The following was accepted:

- The statement of income and expenditures as of September 30, 2020

The following was approved:

- The revised Ocean County College FY 2021 budget

The following contracts were awarded:

- To Johnstone Supply Inc., for the first year, with a second-year contract option, for the purchase of heating, ventilation, and air conditioning (HVAC) supplies and materials for use at Ocean County College
- To Berry, Sahradnik, Kotzas & Benson, P.C., for the first year of a two-year contract for legal services at Ocean County College
- To ACCRUENT, LLC for a two-year contract for a computerized maintenance management system for the Facilities Management Department at Ocean County College

The following resolutions were adopted:

- For a one-year contract for an automated applicant tracking management system for use by the Human Resources Department at Ocean County College
- For the purchase and installation of office furniture for the Kean Renovation Project at Ocean County College through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract
- For the purchase and installation of audio and video equipment for the Conference Center Renovation project through the Omnia Partners Cooperative Purchasing Program at Ocean County College
- For an eight-month contract for solid waste and recycling collection at Ocean County College
- For the purchase of 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
- For the purchase of two Jeep Renegades through the Educational Services Commission of New Jersey for use by the Security Department at Ocean County College
- For the purchase of Apple computers and accessories through the Governor's Emergency Education Relief (GEER) Fund, authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds for use at Ocean County College

- For the purchase of a nursing clinical simulation package funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds for use by Nursing Department at Ocean County College

The following were amended:

- Additional monies to TurnItIn, LLC, Oakland, California, to add comprehensive protection against copy/paste plagiarism, student collusion, contract cheating, and online training to provide interactive coaching for the e-Learning Department for the TurnItIn Plagiarism and Writing Software License through the New Jersey Council of County Colleges Joint Purchasing Consortium (contract originally awarded at the August 27, 2020, Board retreat)
- Additional monies to Catel, Inc., Bradley Beach, New Jersey, for additional general contractor construction services to furnish and install Gypsum Wall Board Infills and framing as part of the construction of the new Student Enrollment Building at Ocean County College (contract originally awarded at the January 9, 2020, Board retreat)
- Additional monies to Pocket Nurse, Monaca, Pennsylvania, to purchase additional 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 (contract originally awarded at the June 25, 2020, Board meeting)
- Additional monies to Elert and Associates Networking Division, Inc., Stillwater, Minnesota, for additional surveillance for the Testing Center inspection as part of the upgrades to the CCTV system at Ocean County College (contract originally awarded at the January 24, 2019, Board meeting)

The following were accepted:

- A \$98,000 grant award from the New Jersey Department of Human Services, Division of Mental Health and Addiction Services, to fund recovery supports to prevent and reduce substance abuse on college campuses in New Jersey. Project period: October 1, 2020, through September 30, 2021. Project Directors: Ms. Katie Hueth, Prevention Education Coordinator; Dr. Kathryn Pandolpho, Director, Counseling and Student Development.

The following was rescinded:

- The contracts awarded at the September 24, 2020, Board meeting, to the following vendors for the purchase and delivery of athletic uniforms and apparel through the New Jersey Council of County Colleges Joint Purchasing Consortium for use by the Athletic Department at Ocean County College:
 - BSN Sports, Inc., Dallas, Texas
 - Star Sports, West Nyack, New York

The vendors are not authorized vendors of some College preferred brands of uniform apparel and unable to supply all of OCC's Athletics' needs.

BY LAW POLICY AND CURRICULUM COMMITTEE

Contact Vice President Joe Konopka x2264 for specific information

Approved:

Revised policies:

- a. Policy #2400, Administration, Administrative Operations, Communicable Disease
- b. Policy #5020, Students, All Employees, College-Wide Advisement

Revised policy and name change:

- a. Policy #5335, Students, Tuition and Fees, N.J. National Guard to Veteran and Military Affiliated Students
- a. New Certificate
 - 1) Certificate of Completion in Industrial Hygiene/Hazardous Materials Management
- b. New Courses
 - 1) CHEM 155, Principals of General Organic and Biochemistry
 - 2) ENVI 142, Industrial Hygiene
 - 3) ENVI 205, Hazardous Materials Management
 - 4) ENVI 210, Indoor Environmental Quality
 - 5) ENVI 217, Occupational Safety and Health
- c. Revised Courses
 - 1) BUSN 210, Business Communications
 - 2) CSIT 131, Multimedia for the Web
 - 3) CSIT 200, Information Security Fundamentals
 - 4) CSIT 231, Dynamic Scripting Programming Elements for Web Pages
 - 5) CSIT 265, Data Structures and Analysis
 - 6) HEHP 100, Aerobic Conditioning
 - 7) HEHP 101, Weight Training and Body Building
 - 8) HEHP 102, Volleyball
 - 9) HEHP 106, Basketball
 - 10) HEHP 227, Introduction to Public Health
 - 11) HEHP 237, Sports Officiating
 - 12) HEHP 265, Kinesiology
- d. Revised Courses and Name Changes
 - 1) BUSN 133, Microcomputer Keyboarding to Computer Keyboarding
 - 2) HEHP 160, First Aid CPR AED For the Workplace, Schools and the Community to First Aid/CPR/AED

BUILDING AND GROUNDS COMMITTEE

Contact Assoc. VP Matthew Kennedy x7033 for specific information

Approved:

- The acceptance of the Facilities Engineering and Operations Status Report for November 5, 2020.

PERSONNEL COMMITTEE

Contact Assoc.VP Tracey Donaldson x2150 for specific information

EMPLOYMENT

Academic – Adjunct Faculty

First Name	Last Name	Position	Start Date
Gregory	Evans	Adjunct Assistant Professor – e-Learning – Economics	11/16/20
Stephen	Hamrick	Adjunct Assistant Professor – e-Learning – English	11/16/20
Kevin	Lux	Adjunct Assistant Professor – e-Learning – Computer Studies	11/16/20
Jun	Ma	Adjunct Assistant Professor – e-Learning – Computer Studies	11/16/20
Audrey	Mokdad	Adjunct Assistant Professor-e-Learning- Chemistry	11/16/20
Wangping	Sun	Adjunct Assistant Professor – e-Learning – Mechanical Engineering/AutoCAD	11/16/20

Professional

First Name	Last Name	Position	Start Date
Jaime	Muscianesi	Nursing Clinical Instructor	11/16/20
Sharon	Smith	Nursing Clinical Instructor	11/16/20

CHANGE OF STATUS**Administrative**

First Name	Last Name	From	To	Effective Date
Melissa	Bova	Instructional Designer -e-Learning	Lead Instructional Designer-e-Learning	11/9/20
Kayci	Clayton	Manager of Grants	Assoc. Director of Grant Administration	11/9/20

Non-Affiliated Hourly

First Name	Last Name	From	To	Effective Date
Ryan	Kelly	Information Access Technician, Library (PT)	Help Desk Technician	11/16/20

Supportive Staff

First Name	Last Name	From	To	Effective Date
Kevin	Wright	Temp, Security Officer II	P/T Security Officer II	11/14/20

RESIGNATION

Administrative

First Name	Last Name	Position	Effective Date
Melissa	Krupp	e-Learning Instructional Designer (PT) – CARES Act	10/19/20

Supportive Staff

First Name	Last Name	Position	Effective Date
Dennis	Duvelsdorf	P/T Security Officer	10/12/20
Eric	Ortiz	Security Officer II	11/14/20

RETIREMENT

Academic – Adjunct Faculty

First Name	Last Name	Position	Effective Date
Raymond	Hohman	Adjunct Associate Professor – Business Studies	10/1/20

Administrative

First Name	Last Name	Position	Effective Date
Lori	Sefcik	Academic Coach – Title III (PT)	12/1/20

Supportive Staff

First Name	Last Name	Position	Effective Date
Joseph	DiMeo	Security Officer II	1/1/21

PRESIDENTS REPORT

<https://www.ocean.edu/news/dr-larsons-report-to-the-occ-board-of-trustees-26/>

Election of Officers

1. **Chairperson** Carl V. Thulin, Jr.
2. **Vice Chairperson** Linda Novak
3. **Secretary** Stephan Leone
4. **Treasurer** Jerry Dasti

C. Designation of Committee Membership

1. **Buildings and Grounds Committee**
Mrs. Linda Novak, Chairperson
Mr. Jerry Dasti
Mr. Frank Dupignac
Mr. Joe Teichman
Mr. Carl V. Thulin (ex officio)

2. **Bylaw, Policy, and Curriculum Committee**

Mrs. Pehlivanian, Chairperson

Mr. Robert Fall

Mr. Carl V. Thulin (ex officio)

3. **Finance Committee**

Mr. Jerry Dasti, Chairperson

Mr. Frank Dupignac

Mrs. Linda Novak

Mr. Steven Zabarsky

Mr. Carl V. Thulin (ex officio)

4. **Personnel Committee**

Mr. Stephan Leone, Chairperson

Mr. Robert Fall

Mrs. Joanne Pehlivanian

Mr. Carl V. Thulin (ex officio)

5. **Executive Committee**

Officers of the Board

6. **Audit Committee**

Mr. Jerry Dasti

Mrs. Linda Novak

Mrs. Joanne Pehlivanian

Mr. Joe Teichman

Mr. Carl V. Thulin (ex officio)

7. **Compensation Committee**

Mr. Jerry Dasti, Chairperson

Mr. Stephan Leone

Mrs. Linda Novak

Mr. Carl V. Thulin (ex officio)

8. **International Program Committee**

Mr. Robert Fall, Chairperson

Mr. Frank Dupignac

Mr. Stephan Leone

Mrs. Linda Novak

Mr. Carl V. Thulin (ex officio)

9. **Litigation Committee**

Members to be appointed as needed

(Grievance Hearings – Mr. Dasti,

Mr. Dupignac, Mr. Leone,

Mr. Teichman, Mr. Thulin)

- D. **Designation of the fourth Thursday of each month for the regular monthly meeting of the Board of Trustees at 12:30 p.m., which will be held remotely via Webex during the Coronavirus pandemic and, when safe to do so, in the Boardroom of the Administration Building, except, as noted:**

Thursday, December 10, 2020 (second Thursday)
Thursday, January 28, 2021
Thursday, February 25, 2021
Thursday, March 25, 2021
Thursday, April 22, 2021
Thursday, May 20, 2021 (third Thursday)
Thursday, June 24, 2021
Thursday, July 22, 2021
Thursday, August 26, 2021
Thursday, September 23, 2021
No October meeting
Thursday, November 4, 2021 (first Thursday)
Thursday, December 9, 2021

E. **Designation of the following days for Board Retreats at 12:00 noon, which will be held remotely via Webex during the Coronavirus pandemic and, when safe to do so, in the Boardroom of the Administration Building:**

Thursday, January 7, 2021
Tuesday, April 8, 2021
Thursday, July 8, 2021
Thursday, October 14, 2021

F. **Designation of Depositories**