



**BOARD OF TRUSTEES
AGENDA**

**MARCH 25, 2021
12:30 p.m.**

- I. **CALL TO ORDER**

- II. **ANNOUNCEMENT OF PUBLIC MEETING**

- III. **ROLL CALL**

- IV. **RECOMMEND APPROVAL OF MINUTES OF THE FEBRUARY 25, 2021, AND MARCH 9, 2021, BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** ***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

Bd. Action

VII. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, April 22, 2021, at 11:30 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, APRIL 8, 2021

- | | |
|------------------------|-------------------------------|
| 1. Entire Board | Time: 12:00 noon |
| | Place: via Webex |
| | Purpose: Board Retreat |

and

THURSDAY, APRIL 22, 2021

- | | |
|--|------------------|
| 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. **PUBLIC COMMENTS**

XI. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

February 25, 2021

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:38 p.m. on Thursday, February 25, 2021, 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 2020 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on February 18, 2021, 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. Jerry Dasti, Mr. Stephan Leone, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Ms. Emily Napolitano, 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. Also in attendance was Ocean County Commissioner Virginia Haines.

Attendance

Mr. Thulin requested a moment of silence in honor of Mr. Thomas Kelleher, former Mayor Of Toms River and Ocean County Prosecutor, who was remembered fondly by the Trustees, Commissioner Haines, and the Administration.

The minutes of the January 28, 2021, Board of Trustees closed session and public meetings were unanimously approved by roll call vote.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Dr. William Rickert, Professor of Mathematics, Advisor to the Tau Iota Chapter of Phi Theta Kappa, who recognized Ms. Jennifer Fazio, Director of Student Life, who is being recognized as a Phi Theta Kappa Distinguished Administrator Award for 2021 at the International Convention on Friday, April 9, 2021. Ms. Fazio was nominated by OCC's PTK Tau Iota officers for this honor. Ms. Fazio thanked the Tau Iota students for this honor.

Presentations

Dr. Rickert reported on the fundraising activities by the students this semester and shared that the Tau Iota Chapter was recognized once again as a Five-Star Chapter, which is the highest level of achievement possible for a chapter of Phi Theta Kappa. Tau Iota was also recognized as a Gold Chapter for exceeding the requirements for Five Stars as well as a Reach Chapter for having a high percent of invited students to accept membership.

The students also nominated Dr. Jennifer Dellner, Professor, English and Literature, as Distinguished Chapter Advisor. Dr. Dellner will assume the lead advisor role to Tau Iota upon the retirement of Dr. Rickert.

Dr. Rickert also thanked Ms. Alison Noone, Assistant Director of Student Life, and Ms. Allison Irwin, Senior Student Services Technician, who provide tremendous support to the chapter.

The Trustees and Administration expressed their appreciation to Dr. Rickert for his years of service as well as their congratulations to Ms. Fazio.

Dr. Henry Jackson, Executive Director of Academic Success, shared the importance of Black History Month on behalf of OCC's Organization of Black Unity. Dr. Jackson discussed the successful presentation, "From the Black Lives Matter Movement to the Capital Hill Insurrection: How do we Begin to Unite a Nation Clearly Divided?" which addressed the rising tension in America around ideological differences, privilege/access (Black and White), and our role as citizens when it comes to uniting a country and respecting one another regardless of ideology. Dr. Jackson then thanked Ms. Fazio and the Student Life team for their continued support of OBU.

Dr. Larson introduced a recommendation to adopt a resolution proclaiming February 2021 Black History Awareness Month at Ocean County College. The resolution was adopted upon unanimous roll call vote.

Resolution
Adopted to
Proclaim February
2021 as Black
History
Awareness Month

Dr. Racioppi introduced Ms. Anna Regan, Executive Director of Academic Advising, and Mr. Christopher Carbone, Career Services Coordinator, who discussed two new programs available to OCC students and alumni, Handshake and MyPlan, through the Career Services department.

Finance Committee

Mr. Dasti was proud to include on today's report commitment to a 0% tuition and fee increase for FY 2022. He commended Dr. Larson and Ms. Winchester for taking the necessary steps to provide this benefit to our students during these difficult times and thanked the Ocean County Board of Commissioners for the County's continued support.

Prior to taking action on the revision to Policy #5300, Tuition and Fees, Mr. Thulin called a public hearing in accordance with New Jersey Public Law 94, Chapter 48, for those members of the college community who wished to testify.

Public Hearing

With no comments forthcoming, Mr. Thulin closed the public hearing, and the Board unanimously approved the revision to Policy #5300, Tuition and Fees.

Policy #5300,
Tuition and Fees,
Revised

The following Finance Committee items were unanimously approved:

- | | |
|---|---|
| ➤ The statement of income and expenditures as of January 31, 2021, was accepted. | Income/Expenditures Accepted |
| ➤ The Ocean County College FY 2022 Budget was approved. | OCC FY 2022 Budget Approved |
| ➤ A resolution was adopted to approve the FY 2022 capital facilities projects, not to exceed \$5,498,000, to be used to renovate and modernize the library and convert existing space in the Grunin Arts Center to music practice rooms, and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean. | Resolution Adopted to Approve FY 2022 Capital Facilities Projects |
| ➤ The following resolution was adopted: | Resolution Adopted |
| ➤ Authorizing the implementation of a project consisting of the renovation of the existing Ocean County College Technology Building and the installation of classroom technology upgrades and related technology infrastructure improvements. | |
| ➤ Authorizing the financing of the projects through funding programs made available by the State of New Jersey and other available sources, | |
| ➤ Approving the application to the Secretary of Higher Education for the project. | |
| ➤ Authorizing the President and Executive Vice President of Finance and Administration to take the necessary actions to execute the project. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted for Contract Awards |
| ➤ A maximum of \$27,412.56, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a 42-month contract for Cisco Webex Assistant for remote meetings for use at Ocean County College. | |
| ➤ A maximum of \$40,000 to Preferred Behavioral Health, Lakewood, New Jersey, for addiction counseling apprenticeship experience, funded through the Growing Apprenticeship in Non-Traditional Sectors (GAINS) Grant for students studying Addiction Counseling at Ocean County College. | |
| ➤ A maximum of \$30,550 to RWJBarnabas Health Corporate Care, Lakewood, New Jersey, to provide COVID testing and N95 mask fitting medical clearance for Nursing students and faculty, funded through Coronavirus Relief Funds (CRF) for use at Ocean County College. | |
| ➤ A maximum of \$265,598.71 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase and installation of audio and video equipment to implement virtual classrooms at John C. Bartlett, Jr., Hall for hybrid and video instruction through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College. | |

- A maximum of \$44,975 to Ready Education, Inc., Montréal, Quebec, Canada, for a two-year renewal of the contract for a custom mobile application from March 31, 2021, through March 30, 2023, through the NJEDGE Cooperative Contract for the Student Life Department at Ocean County College.
- A maximum of \$52,000 to NJEdge, Newark, New Jersey, to develop, design, and deliver Edge Online Learning and Instructional Design Courses through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College.
- A maximum of \$41,149.64 to SHI International Corporation, Somerset, New Jersey, for renewal of the Microsoft Software Campus volume license agreement from March 1, 2021, through February 28, 2022, at Ocean County College.
- A maximum of \$36,470.40 to Verizon Wireless, Mount Laurel, New Jersey, for the purchase of 80 mobile hot spot devices and unlimited wireless data for use by students at Ocean County College.
- A maximum of \$28,750.33 to SHI International Corporation, Somerset, New Jersey, for the license renewal and technical support of the CommVault software subscription at Ocean County College.
- The following contracts were extended: Contracts
Extended
 - For a three-month contract extension from January 31, 2021, through April 30, 2021, to Economic Modeling, LLC, Moscow, Idaho, for professional economic modeling program services for use at Ocean County College (contract originally awarded at the January 24, 2019, Board meeting).
 - For a seven-month contract extension from February 28, 2021, through September 30, 2021, for the Seagrass Vulnerability to Climate Change project in the Barnegat Bay titled “Zostera-Ruppia Competition Mesocosm Experiment” with the University of North Carolina at Wilmington (contract originally awarded at the April 7, 2020, Board meeting).
 - For a ten-week contract extension from April 25, 2021, through June 30, 2021, to Consolidus, LLC, Akron, Ohio, for professional promotional online storefront for the purchase of OCC branded items through the New Jersey Council of County Colleges Joint Purchasing Consortium with Ocean County College serving as the lead agency (contract originally awarded at the February 27, 2020, Board meeting).
- The following contracts were amended: Contracts
Amended
 - An additional \$81,259.50, for a maximum total of \$181,369.50, to Ellucian Company, LP, Fairfax, Virginia, for additional charges on CRM Advise Essentials for the Colleague Customer Relationship Management subscription software at Ocean County College (contract originally awarded at the January 23, 2020, Board meeting).

- An additional \$27,500, for a maximum total of \$56,000, to ReachLocal, Inc., Woodland Hills, California, for additional professional digital media campaigns via Facebook, Instagram, Snapchat, and YouTube for the College Relations Department at Ocean County College (contract originally awarded at the December 10, 2020, Board meeting).
- An additional \$4,894.01, for a maximum total of \$6,762,134.41, to Catel, Inc., Bradley Beach, New Jersey, for additional general contractor construction services for lighting and door changes for the Student Enrollment Building at Ocean County College (contract originally awarded at the January 9, 2020, Board meeting).
- An additional \$34,932, for a maximum total of \$71,484, to Ellucian Company, L.P., Fairfax, Virginia, for additional configuration and implementation for the student electronic credit card payment system at Ocean County College (contract originally awarded at the May 28, 2020, Board meeting).
- The Board approved the scheduling of a sale of surplus items no longer needed by the College. Sale of Surplus Items Approved
- The Board rejected the over-budget bid proposals for general contractor construction services for the Grunin Center Theater Stage Floor Replacement at Ocean County College, received on February 4, 2021, in accordance with New Jersey Statute 18A:18A-22.d to substantially revise the specifications for the goods or services to be rebid at a future date. Bid Proposals Rejected

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who provided updates on the 3+1 partnerships with New Jersey City University and Southern New Hampshire University, the 3+1 in Nursing, and discussions regarding partnerships with Lockheed Martin and RWJBarnabas Health.

Dr. Konopka commended Ms. Kayci Clayton, Associate Director of Grant Administration, for her efforts with the Securing our Children’s Future grant opportunity.

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

- Amended Board Bylaws Amended Board Bylaws
 - Bylaw #1120, Mission of the College
 - Bylaw #1252.2, Bylaw, Policy, and Curriculum Committee
- The following items, as accepted by the College Senate at its meeting on February 4, 2021, were approved: College Senate Items Approved

- New Certificate
 - Certificate of Completion in Cybersecurity
- New Courses
 - CSIT 240, Ethical Hacking: Hacker Techniques and Tools
 - CSIT 241, Cybersecurity Legal and Regulatory

Buildings and Grounds Committee

Mrs. Novak provided an update on several projects. The Student Enrollment Building and Conference Center construction nears completion with the expectation of a Certificate of Occupancy in June. The Bookstore/Cafeteria expansion will begin shortly. The Sailing Center received approval from the County of Ocean to move to the next phase. Mrs. Novak commended Mr. Matthew Kennedy, Associate Vice President of Management and Construction, for preparing a detailed deferred maintenance schedule.

- The Buildings and Grounds Committee Report for February 25, 2021, was unanimously accepted upon roll call vote.

Personnel Committee

Mr. Leone acknowledged, with regret, the upcoming retirement of Mr. Michael Pezzimenti, Associate Professor of Mathematics, who has been a valuable member of the faculty.

Mr. Leone also explained negotiations with the Faculty Association continue and hopes both the FAOCC and administration will be able to come together with a mutual agreement in the near future.

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

Miscellaneous

The following meetings were scheduled:

Thursday, March 25, 2021	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
	11:00 a.m.	Personnel Committee
	11:30 a.m.	Closed Session
	12:30 p.m.	Regular Public Monthly Meeting

Meetings
Scheduled

President's Report

Dr. Larson introduced Ms. Heidi Sheridan, Dean of the School of Arts and Humanities, and Ms. Jan Kirsten, Executive Director of College Relations, who discussed the most recent installation of the Arts on Campus project and shared some of the outstanding student artwork that is now on display on the second floor of the Instructional Building.

President's Report

On March 9, 2021, Dr. Larson shared that Dr. Ellie Fogarty, OCC's Vice President Liaison from Middle States, will visit OCC virtually to meet with all of the College's constituency groups to learn about the institution and explain the Self-Study process.

Dr. Racioppi provided an update on Spring enrollment. He reported that enrollment is currently down 15%, an improvement from his last report at the January 28, 2021, Board meeting, in part due to high school embedded course enrollments. Efforts in the summer will focus on outreach to those returning students who have not registered due to the pandemic.

Dr. Racioppi then provided an update on employee- and student-reported COVID exposures for the Spring semester, none of which are related to the OCC campus.

Mr. Leone thanked Dr. Racioppi and the Student Affairs team for their continued recruitment efforts.

Dr. Larson reported that a virtual meeting has been scheduled with the Egyptian Minister of Higher Education on March 8, 2021. In attendance will be Minister Dr. Kahled abd El Ghaffar, Dr. Larson, Dr. Garcia, Dr. Maysa Hayward, Associate Vice President, e-Learning, International Programs, and Dr. Howaida Wahby-Eraky, Assistant Dean, e-Learning, International Programs, from OCC. Eleven Egyptian college presidents and Supreme Council members have also been invited. Dr. Larson will provide additional updates as they become available.

Dr. Larson introduced Dr. Jessica Adams, Acting Associate Dean of Kean Ocean, who shared Kean University has been once again designated as a Gold Military School. Dr. Adams shared appreciation for the Kean Ocean Gateway Building renovation project and discussed new programs, including Yoga Teacher Training and Mindful Resiliency.

Dr. Larson is proud of the partnership with Kean University, which is one of the most successful in the country. Kean University is OCC's most valuable partnership. He expressed appreciation to Dr. Adams, who plays an important role in the partnership.

Dr. Larson introduced Mr. Kenneth Malagiere, Executive Director, OCC Foundation, who shared upcoming events, including the upcoming virtual Teen Arts Festival and the Blauvelt Speaker Series. Tickets for these events will be available through the Grunin Center website. Mr. Malagiere explained 731 students have signed up for the Teen Arts Festival as of today.

Mr. Malagiere reported that the Foundation Graduating Scholarship applications will open shortly.

Mr. Leone commented that he is looking forward to the return of in-person instruction this Fall and thanked Dr. Larson and the College Administration for their efforts to make this possible.

With no further comments from the Board members or the public, the meeting adjourned at 2:17 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President



BOARD OF TRUSTEES

Public Retreat/Special Meeting

Minutes

March 9, 2021

A retreat/meeting of the Ocean County College Board of Trustees was called to order by Mr. Carl V. Thulin, Chair, at 11:43 a.m. on Tuesday, March 9, 2021, via Webex.	Call to Order
The announcement of public meeting was made by Mrs. Jodi Heitmann in compliance with the Open Public Meetings Act of 1975. Notice of this meeting was publicized through a resolution adopted at the November 5, 2020, reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on March 2, 2021, 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. Jerry Dasti (by phone), Mr. Stephan Leone, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Dr. Jon Larson, Executive Vice President of Finance and Administration Sara Winchester. Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, Dr. Alexa Beshara-Blauth, Dr. Heidi Sheridan, and Mrs. Connie Bello.	Attendance
Dr. Beshara Blauth introduced Dr. Ellie Fogarty, OCC's Vice President Liaison from the Middle States Commission on Higher Education, who asked the Trustees to introduce themselves and provide information on their history with OCC.	Introduction of Dr. Ellie Fogarty
Dr. Fogarty then provided a detailed explanation of the Middle States Commission on Higher Education as well as its Self-Study and Accreditation process. She received in advance of this meeting a copy of the College's Self-Study Design; she found it to be comprehensive and inclusive, an excellent document that will serve the College well during the next two years of self-evaluation.	
Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, March 25, 2021, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.	Resolution Adopted for Closed Meeting March 25, 2021

Dr. Larson thanked Dr. Fogarty and the Trustees for taking the time to participate today and commended the Trustees for their continued support.

With no further business or comments from the trustees or the public, the meeting adjourned at 12:46 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President