



BOARD OF TRUSTEES

Regular Meeting

Minutes

August 23, 2018

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Thursday, August 23, 2018, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus. The Pledge of Allegiance was recited by all present.

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 2017 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Thulin, Mrs. Linda Novak, Mr. Jerry Dasti, Mr. Stephan Leone, Mr. Kevin Ahearn, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Sean Newman, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President Sara Winchester, and Vice President Gerald Racioppi.

Attendance

The oath of office to serve on the Ocean County College Board of Trustees was administered by Mr. Jack Sahradek to Mr. Kenneth Ahearn, who was recently appointed as the Interim Ocean County Executive Superintendent of Schools, and Mr. Sean Newman, who was selected to serve as the student/alumni representative on the Board of Trustees from July 1, 2018, through June 30, 2019. The trustees welcomed both Mr. Ahearn and Mr. Newman to the Board.

Swearing In

The minutes of the July 26, 2018, Board of Trustees closed session and public meeting were approved upon roll call vote with an abstention from Mr. Dupignac.

Minutes Approved

Presentations

Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, Ms. Maureen Conlon, Assistant Director, Web Services, and Mr. James Ross, Chief Information Officer, who provided a brief overview of the new Ocean County College website. Dr. Larson thanked Ms. Conlon, Ms. Kirsten, and Mr. Ross for their work on the new site.

Presentations

Finance Committee

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

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| ➤ The statement of income and expenditures as of July 31, 2018, was accepted. | Income/Expenditures
Accepted |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions
Adopted for
Contract Awards |
| ➤ For the first year with a second-year contract option to EVERFI, Inc., Washington, District of Columbia, for professional safety and compliance training through the New Jersey Council of County Colleges Joint Purchasing Consortium with OCC service as the lead agency and pricing dependent on services needed. | |
| ➤ To identify a qualified pool of vendors for professional service providers for environmental services at Ocean County College. | |
| ➤ To identify a qualified pool of vendors for professional international support, travel, and consulting services for study abroad programs and overseas campus support at Ocean County College. | |
| ➤ A maximum of \$16,904.02 to TurnItIn, LLC, Oakland, California, for the second year contract renewal for the TurnItIn Plagiarism and Writing Software license through the New Jersey Joint Purchasing Consortium, with Cumberland County College serving as the lead agent. | |
| ➤ For maximum of \$50,000 to Spruce Industries, Inc., Rahway, New Jersey, for a one-year contract for the purchase of custodial supplies at Ocean County College. | |
| ➤ A maximum of \$35,000 to Krueger International, Inc., Green Bay, Wisconsin, c/o Bellia Office Furniture, Inc., Woodbury, New Jersey, for the purchase and installation of furniture for the Hovnanian Health Sciences Building and Veteran's Lounge at Ocean County College. | |
| ➤ A maximum of \$33,786 to SHI International Corporation, Somerset, New Jersey, for the third year of a three-year contract for the Adobe Enterprise software license for use at Ocean County College. | |
| ➤ A maximum of \$50,000 to TEC Elevator, Inc., Marmora, New Jersey, for a one-year contract, with a second year option, for elevator repair and inspection services at Ocean County College. | |
| ➤ A maximum of \$25,000 to Pedroni Fuel Company, Vineland, New Jersey, for the purchase and delivery of fuel for use at Ocean County College. | |

- A maximum of \$30,000 to EVERFI, Inc., Washington, District of Columbia, for safety and compliance training for employees and students through the New Jersey Council of County Colleges Joint Purchasing Consortium, with OCC serving as the lead agency, for use at Ocean County College.
- A maximum of \$28,000 to Ellucian Company, LP, Fairfax, Virginia, for the e-commerce annual volume fee for all online financial transactions at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$30,000, for a maximum total of \$50,000, to Lew Corporation, Mine Hill, New Jersey, for additional professional asbestos abatement as part of the conversion of classrooms to Anatomy and Physiology Labs in the Nursing Building at Ocean County College (contract originally awarded at the July 26, 2018, Board meeting).
 - An additional \$2,500, for a maximum total of \$107,500, to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for additional electrical maintenance services at Ocean County College (contract originally awarded at the April 27, 2017, Board meeting).
- The following contract was extended: Contract Extended
 - An additional \$30,000, for a maximum total of \$80,000, to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for an eight-month extension of the contract for professional legal services at Ocean County College through February 22, 2019 (contract originally awarded at the February 22, 2018, Board meeting).
- The Board rescinded the contract awarded at the May 31, 2018, meeting to American DataBank, LLC, Denver, Colorado, to provide employee and student background screening services at Ocean County College due to American DataBank, LLC, withdrawing its bid proposal and amended the contract awarded to Castle Branch, Wilmington, North Carolina, to include those items originally awarded to American DataBank. Contract Rescinded/
Contract Amended
- The Board accepted a \$441,612 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education for the purpose of developing more fully the academic, career, and technical skills of Ocean County College students through instruction, equipment and supplies, professional development for faculty and students, curriculum assessment and accreditation, with emphasis on those curricula that promote workforce and economic development. Project Manager: Ms. Susan O'Connor, Director of Curriculum Management. Funding Period: July 1, 2018, through June 30, 2019. Grant Award Accepted

Bylaw, Policy, and Curriculum Committee

- The following items, as accepted by the College Senate at its meetings on July 19, 2018, and August 16, 2018, were approved unanimously upon roll call vote: College Senate Items Approved
 - Revised Policy Revised Policy
 - Policy #7110, Educational Programs, Courses, and Curriculum, Writing Across the Curriculum
 - Revised Course Revised Course
 - SOWK 202, Social Work Seminar and Practicum
 - Obsolete Courses Obsolete Courses
 - ASLN 102, Basic American Sign Language II
 - ASLN 110, Intermediate American Sign Language I
 - ASLN 120, Interpreting Theory I
 - ASLN 155, Intermediate American Sign Language II
 - ASLN 160, ASL to English Translation Studies
 - ASLN 220, Interpreting Theory II

Buildings and Grounds Committee

Mrs. Novak, Chair, reported that summer cleanup of the campus has been completed, and she acknowledged the hard work of the Facilities Department on this and other projects in order to have the campus ready for the start of the fall semester. Architect bids for the One-Stop Shop will be reviewed in September, and the College Center demolition and pool renovation project will begin shortly.

- The Buildings and Grounds Committee Report for August 23, 2018, was unanimously accepted upon roll call vote. Building/Grounds Report Accepted

Personnel Committee

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

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, September 27, 2018, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation. Resolution Adopted for Closed Meeting - September 27, 2018

President's Report

President's Report

Dr. Larson discussed the 5th Annual Alumni, Students, and Staff Picnic held at the Lakewood Blue Claws stadium on August 17, 2018, which was a great success.

In the absence of both Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, and Dr. Jessica Adams, Associate Dean of Kean Ocean, Dr. Larson reported the partnership continues to bring new programs to the Toms River campus and Southern Education Center. Meetings continue with Mr. Hatem Akl, Interim Associate Vice President of e-Learning, regarding additional programs for the Ocean/Kean/Ain Shams degree program in Egypt.

Mr. Kenneth Malagiere, Executive Director, OCC Foundation, introduced Mr. Anthony Sylvester of Sherman Wells Sylvester and Stamelman, LLP, and trustee of the Gia Maione Prima Foundation, Inc. Mr. Sylvester shared the story of Mrs. Prima, a Toms River native, and the foundation, which pledged a \$400,000 donation to the Ocean County College Foundation in support of programming for the Performing Arts Academy and Ocean County College. In recognition of this gift, the new Black Box Theatre will be named in honor of the Prima Foundation for ten years. Dr. Larson thanked Mr. Sylvester for this generous gift, which will allow the Performing Arts Academy and OCC to continue to provide quality programming and bring additional people to campus. Mr. Leone expressed appreciation to the Grunin Foundation and Mr. Jeremy Grunin, for their continued support, which, in turn, has attracted the Gia Maione Prima Foundation.

Mr. Ross presented the OCC Technology Strategic Plan, which was accepted upon unanimous roll call vote.

Resolution Adopted
to Accept the OCC
Technology Strategic
Plan

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, September 27, 2018	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 comments from the Board members or the public, the meeting adjourned at 1:23 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President