



BOARD OF TRUSTEES

Regular Meeting

Minutes

December 10, 2020

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Thursday, December 10, 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 2020 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on December 3, 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, Mr. Robert Fall, 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.

Attendance

The minutes of the November 5, 2020, Board of Trustees closed session, reorganization, and public meetings were unanimously approved by roll call vote.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Ms. Jayanti Tamm, Associate Professor of English and Literature, who presented a review of her Sabbatical Leave project, "The Case for Intergenerational Learning at Ocean County College." Ms. Tamm described the benefits both traditional students and senior citizens receive when enrolled together, such as increased engagement and retention for traditional students and the reduction of social isolation and increased interconnectedness to both groups. The College's policy for senior citizens registering for credit courses at a reduced rate was discussed. Dr. Larson and the Trustees thanked Ms. Tamm for her interesting report, which will be shared in full with the Trustees.

Presentations/
Commendations

The oath of office to serve on the Ocean County College Board of Trustees was administered by Mr. Jack Sahradnik to Mr. Charles Muller, who was recently appointed as the Interim Ocean County Executive Superintendent of Schools. The trustees welcomed Mr. Muller to the Board. Mr. Muller extended his appreciation to the Trustees and Mr. Kevin Ahearn for his assistance with the transition. Swearing In

Finance Committee

Mr. Dasti introduced Ms. Winchester, who thanked the County of Ocean for allowing the College to receive a portion of the CARES funding allocated to the County.

The following Finance Committee items were unanimously approved:

- A resolution was adopted authorizing the President to enter into an agreement with RWJBarnabas Health for the Spring term, from January 25, 2021, to May 17, 2021, to offer Ocean County College online credit courses to RWJ Barnabas Health employees. Resolution Adopted
- The Board accepted approval of the Ocean County CARES Grant Agreement, and its subsequent Clarification to the Grant Agreement, wherein the County of Ocean will dedicate a portion of its Coronavirus Aid Relief and Economic Security (CARES) Act funds to reimburse Ocean County College for COVID-related costs and expenses and, further, to authorize the Executive Vice President of Finance and Administration to manage the funds received. Grant Award Accepted
- The statement of income and expenditures as of October 31, 2020, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contracts Awarded
 - A maximum of \$80,000, to Bergen Sign Company, Wayne, New Jersey, for the first year, with a second-year contract option, for internal and external campus-wide signage at Ocean County College.
 - A maximum of \$21,000, to MSA Architects, Little Silver, New Jersey, for professional architectural and engineering design services for the Bookstore consolidation and Cafeteria seating expansion project in the Jon and Judith Larson Student Center at Ocean County College.
 - A maximum of \$29,850 to JRS Architect, P.C., Princeton, New Jersey, for professional architectural and engineering design services for a pole barn and storage building at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
 - To identify a qualified pool of consultants for professional architectural and engineering services at Ocean County College.

- A maximum of \$181,808.40 to Geneva Worldwide, Inc., New York, New York, for professional interpreting and captioning services, including remote Communication Access Real-time Translation (CART) and Video Remote Interpreting (VRI) Sessions on an as needed basis for the Fall 2020 and Spring 2021 semesters at Ocean County College.
- A maximum of \$28,500 to ReachLocal, Inc., Woodland Hills, California, for professional digital media campaigns via Facebook, Instagram, Snapchat, and YouTube for the College Relations Department at Ocean County College.
- A maximum of \$22,300 to the Township of Toms River, Toms River, New Jersey, for solid waste and recycling collection at Ocean County College.
- A maximum of \$30,668 to AspirEDU, Tampa, Florida, for the renewal subscription of professional student retention analytics from January 24, 2021, through January 23, 2022, for the e-Learning Department at Ocean County College.
- A maximum of \$46,024 to MRC, Inc., Spring Lake, New Jersey, for the purchase of benches for additional seating throughout campus to ensure social distancing options at Ocean County College through the Educational Services Commission of New Jersey.
- A maximum of \$28,130 to Howard Industries, Inc., Laurel, Mississippi, for the purchase of classroom projectors to provide interaction between instructors, in-class students, and remote students through the Coronavirus Relief Fund (CRF) for use at Ocean County College.
- A maximum of \$30,000 to the County of Ocean, Toms River, New Jersey, for a two-year agreement for street sweeping services from January 1, 2021, through December 31, 2022, at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$3,166.31, for a maximum total of \$1,571,869.48, to Tri-Form Construction, Inc., Metuchen, New Jersey, to install a new three-phase breaker for the power monitoring meter and power for security devices for the HVAC system as part of the Conference Center Renovation project at Ocean County College (contract originally awarded at the January 23, 2020, Board meeting).
 - An additional \$7,687.88, for a maximum total of \$270,687.88, to Santorini Construction, Neptune, New Jersey, for carpet replacement, electrical and fire alarm changes, and a meeting duct enclosure as part of the general contractor construction services for interior renovations for the student services area of Kean University at the Gateway Building at Ocean County College (contract originally awarded at the July 23, 2020, Board retreat).

- An additional \$48,375.45, for a maximum total of \$6,733,257.82, to Catel, Inc., Bradley Beach, New Jersey, for additional general contractor construction services to install new UV light filters, various electrical revisions, and changing plumbing fittings, 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).
- An additional \$111,001, for a maximum total of \$231,001, to SHI International Corporation, Somerset, New Jersey, for the purchase and installation of additional audio and video equipment for the Conference Center Renovation Project through the Omnia Partners Cooperative Purchasing Program and funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College (contract originally awarded at the November 5, 2020, Board meeting).
- An additional \$2,360, for a maximum total of \$95,480, to FM360, LLC, Charlotte, North Carolina, for additional consulting services to assist with the implementation of a new computerized maintenance management system for the Facilities Management Department at Ocean County College (contract originally awarded at the February 27, 2020, Board meeting).

Bylaw, Policy, and Curriculum Committee

Dr. Konopka shared information regarding the revised policies and new and revised courses presented today.

Dr. Larson explained Policy #1365, which is required by recently enacted State regulations in order to ensure that remote meetings of public bodies are conducted in an open and transparent manner with the opportunity for the public to attend and provide public comments.

Dr. Konopka reported meetings were held this week with Congressman Andy Kim to discuss apprenticeship programs and the creation of an advanced technology center on campus and with the vocational school as part of the bond act discussed at the November Board meeting, which would highlight additional certificate programs to existing programs in Health Sciences, Computer Science, and Cyber Security.

Dr. Konopka thanked Ms. Jan Kirsten, Executive Director of College Relations, and the College Relations team for creating the web landing page for the NJCU 3+1 in Business program. Additional opportunities are being discussed with NJCU and the Joffrey Ballet, as well as with SNHU for a 3+1 in Addictions Counseling program. Progress is continuing with the Kean 3+1 in Nursing. Dr. Konopka also shared a successful meeting was held with New Jersey Natural Gas regarding the Industrial Hygiene Certificate Program for their workers.

A meeting was held with Intel Corporation to discuss a potential partnership with OCC similar to the partnership Intel launched with Maricopa Community College earlier this year.

Dr. Konopka congratulated Ms. Kaitlin Everett, Director, Workforce Development and Community Programs, who secured a \$450,000 grant for at-risk youth programs.

Dr. Konopka then commended Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, and Ms. Heidi Sheridan, Dean, School of Language and the Arts, for their work on the Middle States planning process.

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

- The following 2020-2021 Ocean County College Advisory Committees were approved: 2020-2021
Advisory
Committees
Approved
 - Addictions and Human Services Advisory Committee
 - American Sign Language/English Interpreting Advisory Committee
 - Business Advisory Committee
 - Computer Studies Advisory Committee
 - Criminal Justice Advisory Committee
 - Engineering Advisory Committee
 - Fine and Performing Arts Advisory Committee
 - Fire Science Advisory Committee
 - Health and Human Performance Advisory Committee
 - Hospitality, Recreation, and Tourism Management Advisory Committee
 - Media and Communication Advisory Committee
 - Nursing Advisory Committee
 - Paralegal Advisory Committee
 - Sailing Advisory Committee

- New Policy #1365, Bylaws for the Operation of the Board of Trustees, Public Comments/
Conduct, was adopted. Adoption of Policy
#1365

- The following items, as accepted by the College Senate at its meeting on November 19,
2020, were approved: College Senate
Items Approved
 - Revised Policy Revised Policy
 - Policy #5164, Students, Academic Standards, Census Reporting

 - New Courses New Courses
 - GREK 100, Greek I
 - GREK 102, Greek II
 - HEBR 151, Elementary Modern Hebrew I
 - HEBR 152, Elementary Modern Hebrew II
 - HEBR 251, Intermediate Modern Hebrew I
 - HEBR 252, Intermediate Modern Hebrew II
 - JAPN 101, Elementary Japanese I
 - JAPN 102, Elementary Japanese II
 - JAPN 201, Intermediate Japanese I

- JAPN 202, Intermediate Japanese II
- PORT 101, Elementary Portuguese I
- PORT 102, Elementary Portuguese II

- Revised Course

- HEHP 105, Soccer

Revised Course

Buildings and Grounds Committee

Mrs. Novak provided an update on several projects: Student Enrollment Building construction continues to proceed nicely. The Conference Center renovation project is complete. Student photography of the Barnegat Bay will be exhibited in the building. The Kean Gateway renovation project nears completion. Upcoming projects include an expansion of the cafeteria seating area and Facilities storage barn.

- The Buildings and Grounds Committee Report for December 10, 2020, was unanimously accepted upon roll call vote.

Building/Grounds Report Accepted

Personnel Committee

Mr. Leone explained the recommendation for a leave of absence without pay for Mr. Thomas Gialanella, Executive Director, School Relations, for up to six months, effective January 1, 2021, in order to serve as Interim Executive Superintendent for the Toms River School District. Mr. Gialanella will return to his position at the College no later than July 1, 2021. Dr. Larson supports this recommendation and explained that Mr. Gialanella will continue to facilitate professional academy programs through the College on his own time during the leave of absence.

Mr. Leone presented the Personnel Report, which was approved with an abstention from Mr. Muller 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, January 28, 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 - January 28, 2021

The following meetings were scheduled:

Meetings Scheduled

Thursday, January 7, 2021	12:00 noon	Board Retreat
Thursday, January 28, 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

President's Report

Dr. Larson introduced Dr. Alexa Beshara-Blauth who, in-turn, introduced Mr. James Marshall, President's Report Assistant Director of Assessment, who shared the results of the, "Remote Instruction Student Survey," which was developed to allow students to rate the effectiveness and frequency of various instruction practices and techniques used as a result of the College's transition to virtual instruction due to the COVID-19 pandemic. The survey was deployed in the summer and again in the fall in order to compare data. Mr. Marshall explained the survey found the most effective practices were live video classes held at regular class times. The data will be taken into consideration when planning upcoming schedules and used as part of OCC's Middle States self-study assessment. Dr. Larson commended Mr. Marshall for these efforts. Dr. Konopka explained this information will be of great assistance for incorporating technology once the College resumes on-campus instruction.

Dr. Racioppi provided an update on Spring enrollment. He reported that, due to the continued effects of the ongoing pandemic, as well as a large number of students who have a balance due for the Fall semester, enrollment is currently down 35.2%. The majority is due to non-returning students, who comprise 86% of the total deficit. The Hub's chatbot, Reggie, sent a short text message survey to over 3,000 continuing degree-seeking students who had not yet registered for the Spring semester. Over 1,000 students responded within 48 hours of receipt. Of those responding, 76% stated they planned to register for the Spring semester. Responders who indicated they needed assistance with registration or with Financial Aid were contacted by Academic Advising and the Financial Aid office. The students who responded they were not returning will be contacted directly by the Hub to try to work through any issues. Dr. Racioppi expressed appreciation to the Hub volunteers who are assisting the department through the registration period. In addition, a second text survey will be sent to non-registered students on January 4, 2021, when the College reopens from the holiday break.

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

Mr. Leone commended Dr. Racioppi for being proactive in recruiting students during these unprecedented times.

Dr. Larson introduced Dr. Eileen Garcia, who provided an update on e-Learning and international partnerships. Dr. Garcia shared many initiatives have been implemented to improve student remote learning experience, including the use of the Honorlock proctoring service. She explained how a reduction in the cost of several online science lab kits in Microbiology, Chemistry, and Physics will result in a substantial savings to students. In addition, Ally software for Disability Services will allow alternative accessible content for students in need. The software will be piloted for the Spring in e-Learning and several Humanities courses. Voice Thread closed captioning services are being implemented in Nursing and Science laboratory videos and an upgrade to the TurnItIn platform is being used to detect plagiarism in research papers and computer coding. Course shells continue to be created in Canvas in order to maintain consistency in face-to-face and e-Learning courses. Training is being offered by e-Learning to faculty and staff on all of these programs.

Dr. Garcia also shared e-Learning has been working with Continuing Education in order to create online content for these offerings.

Memorandums of understanding with Alexandria and Badr Universities in Egypt, similar to the OCC/Kean/Ain Shams partnership, are being finalized. Dr. Garcia reported that Cohort 5 of the OCC/Kean/Ain Shams partnership started the program in November. Lastly, the OCC/NJCU/MES partnership continues to progress.

Dr. Larson introduced Dr. Jessica Adams, Acting Associate Dean of Kean Ocean, who shared Kean is experiencing similar enrollment challenges at Kean Union and Kean Ocean. Dr. Adams relayed the appreciation of Kean University President, Dr. Lamont Repollet, for the Kean Ocean partnership; in fact, Dr. Repollet shared its importance to the Kean University mission during the recent Kean virtual Board of Trustees meeting. Dr. Repollet was very impressed with the progress of the renovation to the Kean Ocean space in the Gateway Building, and he thanked OCC's Facilities team for continued updates on the progress. Dr. Adams is also pleased with the progress of the 3+1 Nursing BSN program. Dr. Adams also reported that meetings continue with OCC regarding Business degree options for the Ain Shams Egyptian partnership. Lastly, additional graduate programs for Kean Ocean are being considered to increase Master Level options on campus.

Dr. Larson introduced Mr. Kenneth Malagiere, Executive Director, OCC Foundation, who announced the addition of two new Foundation Board members, Mr. Richard Moore and Mr. Ethan Rosen. Mr. Moore is an OCC alum, and Mr. Rosen is a third-generation Foundation trustee.

Mr. Malagiere explained that Spring 2021 Foundation Scholarship applications will continue to be accepted until December 21, 2020. Rollover scholarships will automatically continue for students who received awards this Fall. New scholarships available for Spring 2021 include:

- James C. Kellogg Scholarship
- Agape, Stamos Family Scholarship
- Central Ocean Business Association (COBA) Scholarship in Business
- Guy H. Ericksen Memorial Scholarship

Mr. Malagiere thanked all who have supported the Foundation's Annual Scholarship Appeal, which to date has raised \$14,000, all of which supports students at Ocean County College. Donations will be accepted through the end of 2020.

Following Mr. Thulin's request for public comments, Dr. David Bordelon, Professor of English and Literature and FAOCC Chief Negotiator, shared the success being experienced by a former OCC student who received an associate degree from OCC. He has worked both at the Ocean County Library and Baltimore Public Library and is now pursuing a position with the Baltimore Community College Library Department, where he hopes to return to his community college roots. Dr. Bordelon then thanked the OCC faculty for making the shift to remote learning, Mr. Marshall for the report which highlights this success, and Professor Tamm for highlighting the forward thinking of FAOCC members. Dr. Bordelon also thanked Dean Heidi Sheridan and faculty members for reviving the National English Honor Program for two-year colleges. Dr. Bordelon then shared, at the recent session of the FAOCC contract negotia-

Public Comments

tions, parties exchanged proposals from until 12:00 p.m. until 10:00 p.m. in an attempt to reach a settlement of the FAOCC contract. Dr. Bordelon thanked the Trustees for their continued support and shared the FAOCC hopes to see negotiations completed as soon as possible. Mr. Leone thanked Dr. Bordelon for continuing to report on faculty contributions. He also looks forward to concluding negotiations.

With no further comments from the Board members or the public, the meeting adjourned at 2:01 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President