



BOARD OF TRUSTEES

Regular Meeting

Minutes

December 12, 2019

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:34 p.m. on Thursday, December 12, 2019, 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 2019 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Mr. Frank Dupignac, Mr. Robert Fall, Mr. John Peterson, Mr. Joseph Teichman, Mr. Steven Zabarsky, Mr. Erick Garcia-Vargas, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello.

Attendance

Mr. Sahradek administered the oath of office to Mr. Teichman, who was reappointed by the Ocean County Board of Chosen Freeholders to a four-year term on the Ocean County College Board of Trustees, from October 16, 2019, through December 19, 2023. Mr. Thulin, Dr. Larson, and the trustees congratulated Mr. Teichman on his reappointment.

Swearing-In of
Mr. Teichman

The minutes of the November 7, 2019, Board of Trustees closed session and public meetings were unanimously approved upon roll call vote.

Minutes Approved

The trustees adopted, upon unanimous roll call vote, a resolution to express their profound sorrow upon the death on November 22, 2019, of Mr. Warren H. Wolf, who served with dedication and commitment as a member of the Ocean County College Board of Trustees from 1994 until his retirement in 2011. The resolution follows:

Resolution
Adopted for
Mr. Warren H. Wolf

WHEREAS, the members of the Board of Trustees of Ocean County College wish to express their profound sorrow at the death on November 22, 2019, of Mr. Warren H. Wolf, who served with dedication and commitment as a member of the Board of Trustees from 1994 until his retirement in 2011; and

WHEREAS, during his seventeen-year tenure on the Board, Mr. Wolf was a member of the Finance Committee and the Buildings and Grounds Committee; and

WHEREAS, Mr. Wolf devoted himself to public service as a Brick Township Councilman, Brick Township Mayor, Ocean County Freeholder, New Jersey Assemblyman, and member of the Brick Township Board of Education; and

WHEREAS, throughout his long professional career as Brick Township Assistant Superintendent of Schools and Brick Township High School Head Football Coach, Mr. Wolf was a loyal friend and mentor to all of his students and colleagues, whose appreciation was demonstrated clearly by the extraordinary number of tributes upon his death; and

WHEREAS, Mr. Wolf's concern and expertise in his role as trustee had a profound influence on ensuring the College was always serving the best interests of its students;

NOW, THEREFORE, BE IT RESOLVED, that the students, staff, faculty, administration, and trustees of Ocean County College are deeply grateful for Warren H. Wolf's leadership, integrity, and counsel, which contributed to the continued growth and excellence of Ocean County College; and

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of this meeting of the Board of Trustees and be tendered to the family of Warren H. Wolf as an expression of the Board's sincere sympathy in the family's bereavement.

Finance Committee

Mr. Dasti introduced Mr. Robert Nehila, Bowman and Company, who indicated he met with the Finance Committee prior to this meeting to review the findings of the Ocean County College FY 2019 audit. Mr. Nehila said he received outstanding cooperation from the College during the audit and thanked Ms. Winchester and the Finance Department staff for their efforts. He noted the findings from last year were corrected and no findings this year. Ms. Winchester then thanked Ms. Mary Lancaster, Controller, and Ms. Kathleen Higham, Director of Financial Reporting, for their hard work with the report, which included added work with the addition of the Performing Arts Academy. Mr. Dasti noted the report indicates a profit from the International Education Programs.

Upon unanimous roll call vote, the following Finance Committee items were approved, as amended, with the exception of exhibit A-6, the purchase of a Bosendorfer Imperial Piano. This item was withdrawn from the agenda:

- The statement of income and expenditures as of October 31, 2019, was accepted.
- The Ocean County College Report of Audit for the fiscal year ending June 30, 2019, was accepted.
- The following contracts were awarded:

Income/Expenditures
Accepted

OCC Audit
Accepted

Contracts
Awarded

- A maximum of \$59,420 to Stanley Access Technologies, LLC, Trenton, New Jersey, for the first year of an optional two-year contract for automatic door maintenance, replacement, and repairs at Ocean County College.
- A maximum of \$70,769 to Allied Fire and Safety Equipment Company, Inc., Neptune, New Jersey, for the first year of an optional two-year contract for the inspection and service of fire prevention and fire control equipment at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted
for Contract Awards
 - A maximum of \$18,375 to Ryjam, Inc., t/a Merri Makers, Brick, New Jersey, for catering services for the Barnegat Bay Sailing Hall of Fame event at Ocean County College.
 - A maximum of \$80,000 to Teach By Travel, Inc., Brookfield, Massachusetts, for travel services for the OCC Study Abroad Seminar in Switzerland from July 11, 2020, through July 19, 2020.
 - To David M. Lockwood, Narberth, New Jersey, for the assignment of volleyball officials for the National Junior College Athletic Association (NJCAA) Region XIX 2020-2021 Women's Volleyball Season.
 - A maximum of \$80,000 to Beyer Ford, LLC, Morristown, New Jersey, for the purchase of two Ford Transit Passenger Vans for use by the Athletic Department at Ocean County College.
 - A maximum of \$30,000 to the County of Ocean, Toms River, New Jersey, for a 12-month agreement for street sweeping services from January 1, 2020, through December 31, 2020, at Ocean County College.
 - A maximum of \$17,827 to Integrated Systems and Services, Inc. Eatontown, New Jersey, for the renewal of the Electronic Access Control System database and installation of a user interface for use by the Security Department at Ocean County College.
 - To Ocean Mental Health Services, Bayville, New Jersey, for professional services to provide individual counseling to students at Ocean County College and Kean Ocean.
- The following contracts were amended: Contracts
Amended
 - An additional \$30,275, for a maximum total of \$637,076, to Cambridge Construction Management, Inc., Clinton, New Jersey, to provide additional construction management services for the Performing Arts Academy building project through January 31, 2020, at Ocean County College (contract originally awarded at the June 1, 2017, Board meeting).

- An additional \$142,000, for a maximum total of \$2,368,000, to Frankoski Construction Company, Inc., East Orange, New Jersey, for additional general construction services for the conversion of the Natatorium to Gymnasium project at Ocean County College (contract originally awarded at the April 25, 2019, Board meeting).
- An additional \$149,903, for a maximum total of \$20,854,755, to Wallace Brothers, Inc., Brick, New Jersey, for change orders for the construction of a new Performing Arts Academy at Ocean County College (contract originally awarded at the May 10, 2018, Board meeting).
- The Board rejected the bid proposals received on November 20, 2019, for roof top unit replacements at the Southern Education Center, in accordance with New Jersey Statute 18A:18A-22.d to substantially revise the specifications for the goods or services to be re-bid at a future date. Bid Proposals Rejected

Bylaw, Policy, and Curriculum Committee

Dr. Konopka shared new and revised courses; which continue in order to keep curriculum current. Meetings have taken place with RJW Barnabas Community Medical Center to discuss offerings for their employees. An invitation was extended for all to attend the signing ceremony on Monday, December 16, at 2:00 p.m. for an academic program partnership with NJIT. Dr. Racioppi explained the policy revision due to an update to FERPA policy guidelines.

- The following items, as accepted by the College Senate at its meetings on October 3, and November 21, 2019, were approved unanimously upon roll call vote: College Senate Item Approved
 - Revised Policy Revised Policy
 - Policy #5138, Students, Registration, Confidentiality of Student Records
 - New Courses New Courses
 - COEM 233, Live Sound Mixing and Sound Design
 - ENGL 232, Crime Literature
 - FILM 145, Television History and Appreciation
 - Revised Courses Revised Courses
 - ARBC 100, Elementary Arabic I
 - ARBC 102, Elementary Arabic II
 - ARBC 201, Intermediate Arabic I
 - ARBC 202, Intermediate Arabic II
 - CHEM 181, General Chemistry I
 - COEM 120, Television Studio Production
 - COEM 232, Advanced Audio Mixing Techniques
 - COEM 284, Broadcast News Production
 - ENGL 142, The History and Grammar of English
 - ENGL 234, Science Fiction and Fantasy Literature

- ENGL 259, Advanced Creative Writing
- FILM 153, Screenwriting
- HHAW 102, Environmental Harmony: A Holistic Perspective
- HHAW 121, Psychology and Physiology of Stress
- HHAW 201, Plants and Healing: Herbology and Organic Gardening
- HIST 185, Survey of Middle Eastern Civilization
- MATH 267, Calculus III
- MATH 270, Discrete Mathematics
- MATH 275, Linear Algebra

- Revised Course and Name Change
 - HUMN 251, Study Abroad Seminar: Modern Middle East to Travel Seminar: Modern Middle East

- Terminated Courses
 - COCG 160, Introduction to MacIntosh/Painter
 - COCG 161, Painter/Paintbox Applications
 - COCG 162, Design Fundamentals
 - COCG 163, Photoshop
 - COCG 164, Adobe Illustrator
 - ENGL 231, Classic American and British Detective Fiction
 - ENGL 244, Women's Lives
 - MATH 011, Introduction to Algebra I
 - MATH 012, Introduction to Algebra II

Revised Course
and Name Change

Courses Terminated

Buildings and Grounds Committee

Mrs. Novak, Chair, introduced Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction, who updated the trustees on several projects, including the opening date of the Performing Arts Academy, the anticipated groundbreaking for the new Student Enrollment Building in March, and design-phase for the new Administration Building. Mr. Kennedy thanked the trustees for their continued support.

- The Buildings and Grounds Committee Report for December 12, 2019, was unanimously accepted upon roll call vote.

Building/Grounds
Report Accepted

Personnel Committee

Prior to approval of the Personnel Report, Mr. Leone was pleased to announce that the FAOCC and Administration continue to move forward with contract negotiations.

The Personnel Report was then unanimously approved as submitted 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 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 -
January 23, 2020

President's Report

Dr. Larson introduced Ms. Jennifer Fazio, Director of Student Life, and Ms. Alison Noone, Assistant Director of Student Life, who demonstrated the new OCC App. They explained the importance of the App for student engagement and retention, as well as monitoring and security features in response to Mr. Leone's inquiry. They thanked Dr. Larson and the trustees for support of this project.

President's
Report

Dr. Larson called attention to the "ShowMDL" publication, the Joint Base McGuire-Dix-Lakehurst marketing magazine, distributed to the trustees. The magazine is available at the base and to surrounding communities. Ocean County College is prominently featured with an article on page 1 and an advertisement on page 27. Dr. Larson thanked Mr. Ryan Luurtsema, Coordinator of the Veteran and Military Resource Center, who has been instrumental in promoting OCC to the Veteran community.

Dr. Larson thanked Mr. David Marowitz, Adjunct Assistant Professor of Music and Director of the OCC Jazz Band, who provided copies of the 2019 Jazz Band CD, "Live at the Jay and Linda Grunin Center for the Arts."

Mr. Ken Malagiere, Executive Director, OCC Foundation, acknowledged Ms. Noelle Carino, outgoing Foundation Chair. Mr. Michael York will assume the role for 2020. He reported the Foundation's annual appeal is underway and thanked the Wintrode Foundation for a donation of an additional \$100,000 for the Blauvelt Speaker Series.

Dr. Larson introduced Dr. Jessica Adams, Associate Dean for Kean Ocean, who passed on regrets from Dr. Steve Kubow, Acting Associate Vice President for Kean Ocean, who was unable to attend today's meeting. Kean University held its December Board of Trustees meeting at the Gateway Building on Saturday, December 7, 2019. Attendees commented on the beautiful campus and their excitement for the planned Gateway Building renovations.

Dr. Adams thanked the Academic Advising office for help with articulation agreements that will allow seamless transfer of students from OCC to Kean. Kean's University Relations has been meeting with OCC's College Relations to plan social media promotions highlighting Kean Ocean students. Dr. Adams reported the recently submitted joint BSN degree program was very well received by the New Jersey Board of Nursing. She thanked Dr. Tracy Walsh, Dean of the School of Nursing, for her hard work on this submission.

Kean Ocean currently has 80 students studying at the SEC campus, with several graduating this spring.

Lastly, Dr. Adams reported the first class of the three-way partnership program with OCC/ Kean University/Ain Shams University will be graduating soon.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, January 9, 2020	12:00 noon	Board Retreat
Thursday, January 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, acknowledged the dedication of the faculty, currently working under an expired contract, and expressed a lack of optimism with negotiations. Mr. Leone shared the Trustees are hopeful that an agreement will be reached soon, as positive feedback has been received regarding the negotiations and mediation sessions.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:32 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President