



## **BOARD OF TRUSTEES**

### **Regular Meeting**

### **Minutes**

**February 22, 2018**

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Thursday, February 22, 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. Robert Fall, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Joseph Teichman, Ms. Melanie Fernandez, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Interim Associate Vice President Joseph Konopka, and Vice President Gerald Racioppi.

Attendance

The minutes of the January 25, 2018, Board of Trustees closed session and public meeting were approved unanimously.

Minutes Approved

### **Presentations/Commendations**

Dr. Larson introduced Ms. Ilene Cohen, Executive Director of Judicial Affairs and Athletics, who then introduced Ms. Samantha Allen, who was recognized as the OCC Woman of the Year at the National Girls and Women in Sports Day celebration held on February 4, 2018, at Seton Hall University. Ms. Allen said she was honored to receive the award, and thanked the Athletics Department for the nomination.

Commendation

Ms. Cohen thanked the Trustees and Administration for their support of the Athletics department and extended an invitation to the Winter Sports Awards Banquet on March 1, 2018.

Finance Committee

Mr. Dasti introduced Ms. Winchester who pointed out the resolution proposed to approve the FY 2019 capital facilities projects, not to exceed \$6.8 million. A formal request will be made at the Board of School Estimate meeting for the County to fund 50%, or \$3.4 million, to match the 50% requested from the State.

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

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| ➤ The statement of income and expenditures as of January 31, 2018, was accepted.  | Income/Expenditures<br>Accepted                          |
| ➤ A resolution was adopted to approve the following FY 2019 capital facilities projects, totaling an estimated \$6,800,000, 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: <ul style="list-style-type: none"><li>○ The addition of an elevator and mechatronics laboratory to the Hiering Science Building (Building 27)</li><li>○ The addition and renovations to construct a One-Stop Student Services Center</li></ul>   | Resolution Adopted<br>For FY 2019<br>Chapter 12 Projects |
| ➤ The following contracts were awarded: <ul style="list-style-type: none"><li>➤ A maximum of \$123,222 to Millennium Communications Group, LLC, East Hanover, New Jersey, for the purchase, installation, configuration, and warranty service of an upgrade to the Video Surveillance System for use by the Security Department at Ocean County College.</li><li>➤ A maximum of \$47,450 to Black Rocket Productions, Freehold, New Jersey, for educational services for Continuing and Professional Education STEM Based Summer Camps for Kids at Ocean County College.</li></ul>  | Contracts<br>Awarded                                     |
| ➤ Resolutions were adopted to award the following contracts: <ul style="list-style-type: none"><li>➤ For the first year of an optional two-year contract for professional consulting services to assist the New Jersey County College Joint Purchasing Consortium with the procurement of natural gas and to authorize OCC, as the lead agency of the New Jersey County College Energy Consortium, to execute contracts with the successful vendors.</li><li>➤ A maximum of \$62,083.20 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of anti-malware protection software for the CISCO data/voice/video network for use at Ocean County College.</li><li>➤ To authorize the Executive Vice President of Finance and Administration to execute documents for Ocean County College's participation in the National Joint Powers Alliance (NJPA) for the purchase of various products and services for use at Ocean County College.</li></ul> | Resolutions<br>Adopted for<br>Contract Awards            |

- A maximum of \$29,999.99, to CDW Government, LLC, Vernon Hills, Illinois, for the license renewal and technical support of the CommVault software subscription at Ocean County College.
- A maximum of \$350,000, to Pearson Education, Inc., Old Tappan, New Jersey, for the purchase of Skill Builder Software for e-Learning programs at Ocean County College.
- A maximum of \$20,000, to ACCSES NJ, Inc., Trenton, New Jersey, for document imaging program software for use by the HUB at Ocean County College.
- A maximum of \$28,285.87, to SHI International Corporation, Somerset, New Jersey, for a one-year renewal of Kaspersky security licenses for use at Ocean County College.
- A maximum of \$50,000, to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for professional legal services from February 23, 2018, through June 30, 2018, at Ocean County College.
- The following contracts were amended:
 

	Contracts Amended
➤ An additional \$46,710, for a maximum total of \$703,274, to Cambridge Construction Management, Inc., Clinton, New Jersey, for additional construction management services through April 30, 2018, for the new Health Sciences Building at Ocean County College (contract originally awarded at the March 30, 2015, Board meeting).	
➤ An additional \$15,000, for a maximum total of \$67,000, to Timothy Peters Plumbing Company, Inc., Toms River, New Jersey, for additional plumbing services at Ocean County College (contract originally awarded at the April 27, 2017, Board meeting).	
➤ An additional \$12,888, for a maximum total of \$387,009, to Total Video Products, Inc., Mickelton, New Jersey, for an exchange of audio visual projector equipment as part of the Instructional Building renovation project at Ocean County College (contract originally awarded at the December 7, 2017, Board meeting).	
➤ An additional 27,980, for a maximum total of \$441,293, to Ellucian Company, LP, Fairfax, Virginia, for the Perpetual Software upgrade license fee for the Colleague Datatel administrative programs at Ocean County College (contract originally awarded at the April 27, 2017, Board meeting).	
- The contract awarded at the January 25, 2018, Board meeting to Frankoski Construction Company, Inc., East Orange, New Jersey, to provide professional general contractor services for the HUB renovations at Ocean County College due to the need for significant modifications to the project scope and design was rescinded.
 

	Contract Award Rescinded
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➤ The following grant awards were accepted:

Grant Awards  
Accepted

- A \$3,620.40 grant award from the County of Ocean, through a reimbursement grant from the Ocean County Sheriff's Department, for the purchase of 200 traffic cones and 20 traffic barrels to be used at Ocean County College.
- A \$1,500 grant award from the Ocean County Cultural and Heritage Commission to engage, entertain, and educate Ocean County residents with a production of works by William Shakespeare as part of The OCC Repertory Theatre Company. Project Period: January 1, 2018, through December 31, 2018. Project Director: Mr. Paul Chalakani, College Lecturer II, Communications/Theatre.
- A \$29,900 grant award from the Jersey Shore Junior Science Symposium (JSJSS), to fund a two-day event to promote research and experimentation in the sciences, engineering, and mathematics at the high school level, and to publicly recognize students for outstanding achievement. The event will include presentations from New Jersey high school students on their individual science research projects. Project Period: March 22, 2018, to March 23, 2018. Project Director: Mr. Paul Silberquit, Dean for the School of Science, Technology, Engineering, and Mathematics (STEM).

Bylaw, Policy, and Curriculum Committee

In the absence of Mr. Monahan, Chair, Dr. Konopka, presented the Bylaw, Policy, and Curriculum Committee items. Dr. Konopka shared that there is a lot of work going on behind-the-scenes with course revisions in order to keep curricula current in accordance with the New Jersey Presidents' Council Academic Issues Committee.

➤ The following items, as accepted by the College Senate at its meeting on February 1, 2018, were approved unanimously upon roll call vote:

College Senate  
Items Approved

➤ New Program

New Program

- Associate in Science Degree in Business Administration, Sports Management Option

➤ Program Revision

Program Revision

- Associate in Science Degree in General Studies
  - Associate in Science Degree in General Studies, Business Concentration
  - Associate in Science Degree in General Studies, Computer Studies Concentration
  - Associate in Science Degree in General Studies, Health and Physical Education Concentration
  - Associate in Science Degree in General Studies, Humanities Concentration
  - Associate in Science Degree in General Studies, Math Concentration
  - Associate in Science Degree in General Studies, Science Concentration

- Associate in Science Degree in General Studies, Social Science Concentration
- New Courses New Courses
  - ALDC 200, Introduction to Peer Addiction Recovery
  - EDUC 277, The Teaching Profession in America
  - EDUC 278, Teaching Profession Practicum
- Revised Course and Course Code Revised Course and Course Code
  - PHIL 293, Religious Experiences, to RELG 293
- Revised Courses Revised Courses
  - ARTS 191, The Arts of the Islamic World
  - BUSN 272, Principles of Investment
  - COMM 202, Intercultural Communication
  - CRIM 150, The Criminal Justice System
  - CRIM 151, Police Organization and Administration
  - CRIM 152, Introduction to Law Enforcement
  - CRIM 155, Introduction to Corrections
  - CRIM 236, Criminology
  - CRIM 237, Juvenile Justice
  - CRIM 254, Constitutional Law and Rule of Evidence
  - CRIM 255, Criminal Law and Procedure
  - CRIM 280, Criminal Investigation
  - CRIM, 281, Criminal Investigation Theory
  - FILM 202, From Literature to Film
  - HRTM 220, Managerial Accounting for Hospitality Industry
  - PHYS 180, Introduction to Astronomy
  - PHYS 181, Astronomy of the Solar System
  - PHYS 182, Astronomy of Stars and Galaxies
- Special Topic – For Information Only Special Topic
  - HRTM 299a, Hotel Lodging Operations with Anthony Melchiorri
- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol Substance Abuse, during the hours of the following events: Policy Suspended
  - A reception for TUSK, the ultimate Fleetwood Music Experience benefit concert, supporting the students of Ocean County College by the OCC Foundation on Saturday, April 7, 2018, from 6:30 p.m. to 8:00 p.m. in the Black Box Theatre at Ocean County College.
  - A reception for the ribbon-cutting ceremony for the new Health Sciences Building at Ocean County College on Thursday, May 3, 2018, beginning at 5:00 p.m.

- The Ocean County College Foundation Scholarship Celebration on Friday, June 15, 2018, in the OCC Health and Human Performance Center.

#### Buildings and Grounds Committee

Mrs. Novak, Chair, introduced Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction, who reported the Instructional and Health Sciences Buildings near completion. The Performing Arts Academy plans are under review by the State. The Mill Creek Sailing Center redesign began this month, and there will be no need to winterize the building. Dr. Larson shared that the Mill Creek Sailing Center planning began over twelve years ago, and was primarily funded by Mr. Joseph

Citta in honor of his son, J. Phillip Citta, with the County volunteering the Mill Creek Park location. Many philanthropists who support our Sailing Team completed the funding of this building, which will be at no cost to OCC.

- The Buildings and Grounds Committee Report for February 22, 2018, was unanimously accepted upon roll call vote.

Building/Grounds  
Report Accepted

#### Personnel Committee

Mr. Thulin presented the Personnel Report in the absence of Mr. Leone, Chair, which was unanimously approved upon roll call vote. It was noted that Mr. Salim Hussien was not present at today's meeting.

Personnel Report  
Approved

#### Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, March 22, 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 -  
March 22, 2018

#### President's Report

President's Report

Dr. Larson introduced Dr. Konopka, who discussed projected growth and opportunities in the areas of Science, Technology, Engineering, and Mathematics (STEM) within Ocean County and the efforts being made by OCC to address the educational needs to meet this demand by creating awareness for elementary, middle school, and high school educators and students. OCC is developing new academic programs in Computer Science, with Cyber, Information Security, and Information Technology options. Partnerships continue to be developed and nurtured with Kean, NJIT, and William Paterson University. All of these efforts will provide opportunities for students to realize their potential for contributing positively to various STEM areas. Dr. Larson acknowledged the Academic Affairs team's efforts and thanked Dr. Konopka for his leadership.

Dr. Henry Jackson, Executive Director of Academic Success, reported several high schools will be participating in the STEM Academy at OCC, including Point Boro, Toms River East, New Egypt, and Manchester. Also, in association with the Barnegat Bay Partnership, 80 fourth, fifth, and sixth graders from Boyd Elementary school in Seaside Park will participate in a STEM project at Island Beach State Park. Dr. Jackson thanked the Student Affairs team for their assistance. Dr. Konopka commended Dr. Jackson, who received praise from the Lacey Township High School superintendent at the recent Superintendent's Roundtable meeting held on campus. Dr. Larson thanked Dr. Jackson and all members of the College team for these exciting developments.

Dr. Larson introduced Mr. Hatem Akl, Interim Associate Vice President of e-Learning, who updated the Trustees on the recent trip to Egypt, which resulted in the signing of agreements between OCC and the Administration Control Authority and EITESAL to provide ESL instruction. Connections were made with governmental officials, including the Egyptian Minister of Higher Education; Mr. Thomas Goldberger, Charge d'Affaires of the U.S. Embassy to Egypt; and presidents of several potential Egyptian universities. Dr. Maysa Hayward, Assistant Vice President of International Programs, provided a report on the training for faculty of Ain Shams University in preparation for the Spring semester of the Second-Year cohorts. Mr. Akl thanked everyone who helped make this a successful trip, including the e-Learning team; Ms. Elise Barocas, Controller; Mr. Ralph Bertini, Television Production Director; Ms. Eileen Schilling, Executive Director of Academic Assessment; and Ms. Heidi Sheridan, Dean of Arts and Humanities.

### Miscellaneous

The following meetings were scheduled:

Meetings  
Scheduled

<b>Thursday, March 22, 2018</b>	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, mentioned Tayari Jones, award-winning novelist who was a recent presenter of the Visiting Writers' Reading Series. Her book, "An American Marriage: A Novel," was selected as Oprah's 2018 Book Club Selection. Dr. Bordelon also expressed concern regarding over enrollment of students in e-Learning classes. Dr. Larson assured Dr. Bordelon that this concern will continue to be discussed.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:35 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President