



BOARD OF TRUSTEES

Regular Meeting

Minutes

January 24, 2019

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:33 p.m. on Thursday, January 24, 2019, by Mr. Jerry Dasti, Treasurer, presiding in Mr. Carl V. Thulin's absence, 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 2018 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Dasti, Mr. Kevin Ahearn, Mr. Robert Fall, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Joseph Teichman, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello.

Attendance

The minutes of the December 6, December 12, 2018, and January 10, 2019, Board of Trustees closed session and public meetings were unanimously approved upon roll call vote.

Minutes Approved

Finance Committee

Prior to taking action on the revision to Policy #5300, Tuition and Fees, Mr. Dasti 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

Ms. Winchester explained that Policy #5300, Tuition and Fees, was being revised to increase tuition from \$119 to \$121 per credit, with no increase to course fees and the registration fee eliminated, effective with the fall 2019 semester. Even with this moderate 1.7% tuition increase, OCC's tuition will continue to remain in the bottom quarter of community college rates. Mr. Dasti commended Dr. Larson, Ms. Winchester, and her staff for their continuing efforts to ensure OCC's tuition is affordable for Ocean County residents.

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

Policy #5300,
Tuition and Fees,
Revised/Approved

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

➤ The statement of income and expenditures as of December 31, 2018, was accepted.

Income/Expenditures
Accepted

➤ The Ocean County College FY 2020 Budget

OCC FY 2020
Budget Approved

➤ The following contract was awarded:

Contract
Awarded

➤ A maximum of \$80,000 to the following vendors for the first year of an optional two-year contract for the replacement of campus signage on an as needed basis at Ocean County College:

- North Star Signs, Inc., Fairfield, New Jersey
- Printing Lab, West New York, New Jersey
- Fast Signs, Brick, New Jersey

➤ Resolutions were adopted to award the following contracts:

Resolutions
Adopted for
Contract Awards

➤ A maximum of \$34,650 to Elert and Associates Networking Division, Inc., Stillwater, Minnesota, for professional security consulting services for upgrades to the CCTV system at Ocean County College.

➤ A maximum of \$59,637 to Stockton University, Galloway, New Jersey, for authorization of the award of a subcontract agreement for the "Barnegat Bay Oyster Restoration Project," with Stockton University, for the period of February 1, 2019, through December 31, 2020, administered through the Barnegat Bay Natural Estuary Program at Ocean County College.

➤ To Economic Modeling, LLC, Moscow, Idaho, for the first year of an optional two-year contract for professional economic modeling program services through the New Jersey County College Joint Purchasing Consortium.

➤ A maximum of \$99,754 to Ellucian Company, L.P., Reston, Virginia, for professional Title III Grant External Evaluation services from January 1, 2019, through September 30, 2023, at Ocean County College.

➤ A maximum of \$33,008.42 to SHI International Corporation, Somerset, New Jersey, for the renewal of the Microsoft Software Campus volume license agreement for use at Ocean County College.

- A maximum of \$421,372.29 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for upgrades to the Cisco data/voice/video network from January 24, 2019, through January 23, 2024, at Ocean County College.
- The recommendation to award a contract for radio equipment services and parts was withdrawn from the agenda.
- The following contracts were amended:
 - An additional \$20,000, for a maximum total of \$55,000, to Brinkerhoff Environmental, Services, Inc., Manasquan, New Jersey, for additional professional environmental sampling and testing in the Health and Human Performance Center, Grunin Center, and Planetarium, and College Center demolition project at Ocean County College (contract originally awarded at the November 1, 2018, Board meeting).
 - An additional \$33,350, for a maximum total of \$409,500, to JRS Architect, P.C., Princeton, New Jersey, for additional professional architectural and engineering design services for the Conference Center renovation, College Center demolition, and repurposing of the natatorium area of the gymnasium projects at Ocean County College (contract originally awarded at the January 25, 2018, Board meeting).
 - An additional \$60,000, for a maximum total of \$140,000, to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for an extension of the contract for professional legal services at Ocean County College through June 30, 2019 (contract originally awarded at the February 22, 2018, Board meeting).
 - An additional \$350,000, for a maximum total of \$20,130,000, to Wallace Brothers, Inc., Brick, New Jersey, for the construction of a new Performing Arts Academy at Ocean County College (contract originally awarded at the May 10, 2018, Board meeting).
 - An additional \$10,000, for a maximum total of \$30,000, to Apex Commercial Services, LLC, Wall, New Jersey, for additional street sweeping services at Ocean County College and the Southern Education Center (contract originally awarded at the March 29, 2018, Board meeting).
 - An additional \$18,000, for a maximum total of \$179,800, to Industrial Cooling Corporation, Metuchen, New Jersey, for additional upgrades and renovations to the HVAC system in the Theatre and Black Box Center in the Grunin Center at Ocean County College (contract originally awarded at the December 6, 2018, Board meeting).

Contracts
Amended

- An additional \$20,000, for a maximum total of \$85,500, to the following vendors for an extension to April 30, 2019, to the contracts for the purchase of professional promotional items to be used by various departments at Ocean County College (contract originally awarded at the September 28, 2017, Board meeting):
 - Rising Star Distribution, Inc., Ocean, New Jersey
 - Aramark Work Apparel Group, Norwell, Massachusetts
- An additional \$80,000, for a maximum total of \$1,649,000, to PJM Mechanical Contractors, Inc., Ewing, New Jersey, for the installation of additional piping to the extension to the hot and chilled water loop to connect the Central Plant to the Health and Human Performance Center and Performing Arts Academy at Ocean County College (contract originally awarded at the November 1, 2018, Board meeting).
- The contract for General Contractor Construction Services to Wallace Brothers, Inc., Brick, New Jersey, was amended to include a fee increase of 3%, from 16% to 19%, for insurance and bond costs for the construction of a new Performing Arts Academy at Ocean County College (contract originally awarded at the May 10, 2018, Board meeting). Contract Amended
- The contract awarded at the December 6, 2018, Board meeting to Dell Marketing, LLP, Round Rock, Texas, for the renewal of the Microsoft software license agreement for use at Ocean County College was rescinded. Dell Marketing, LLP, cannot fulfill the New Jersey State Contract and the New Jersey State Contract has been reissued to SHI International Corporation. Rescission of Contract Award
- The Board rejected the bid proposals received on January 9, 2019, for sign language interpreting and translation services for Ocean County College, 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
- A resolution was adopted to approve the FY 2020 capital facilities projects, not to exceed \$3,500,000, to be used for one project, the construction of a new Administration Building, 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 for FY 2020 Chapter 12 Funding

Bylaw, Policy, and Curriculum Committee

At the request of Mr. Monahan, Chair, Dr. Konopka presented the Bylaw, Policy, and Curriculum Committee items. The following items were approved as submitted upon unanimous roll call vote:

- The following 2018-2019 Ocean County College Advisory Committees: 2018-2019 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
 - Education Advisory Committee
 - Engineering Advisory Committee
 - Equity Advisory Committee
 - Fine and Performing Arts Advisory Committee
 - Fire Science Advisory Committee
 - Health and Human Performance Advisory Committee
 - Homeland Security Advisory Committee
 - Hospitality, Recreation, and Tourism Management Advisory Committee
 - Media and Communication Advisory Committee
 - Nursing Advisory Committee
 - Paralegal Advisory Committee
 - Sailing Advisory Committee
- The following items, as accepted by the College Senate at its meeting on December 20, 2018:
- College Senate
Items Approved
- Revised Policies
- Revised Policies
- Policy #5142, Students, Withdrawal, General Requirements
 - Policy #5160, Students, Academic Standards, Waiver of Courses
 - Policy #5161, Students, Academic Standards, Math Placement
 - Policy #5165, Students, Academic Standards, College Skills Assessment Program
- Rescinded Policy
- Rescinded Policy
- Policy #5166, Students, Academic Standards, Algebra/Calculus Sequence
- New Program
- New Program
- Associate in Science Degree in Social Work
- Revised Programs
- Revised Programs
- Associate in Arts Degree in Global Studies
 - Associate in Arts Degree in Performing Arts
 - Associate in Science Degree in Computer Science
 - Associate in Science Degree in Criminal Justice
- Revised Program Options
- Revised Program
Options
- Associate in Science Degree in Computer Science – Cyber Information Security Option
 - Associate in Science Degree in Computer Science – Information Technology Option
 - Associate in Arts Degree in Performing Arts – Arts Administration Option
 - Associate in Arts Degree in Performing Arts – Dance Option

- Associate in Arts Degree in Performing Arts – Music Option
- Associate in Arts Degree in Performing Arts – Theatre Option

- New Courses New Courses
 - DANC 120, Modern Dance I
 - DANC 121, Modern Dance II
 - DANC 130, Ballet I
 - DANC 131, Ballet II
 - DANC 150, Jazz Dance

- Revised Courses Revised Courses
 - DANC 241, 242, 243, 244, Dance Repertory I-IV
 - SCIE 129, Travel Seminar: Global Science

- Exception Requests for 60 Credit Degree Programs Exception Requests
For 60 Credit Degree
Programs
 - Associate in Applied Science Degree in Nursing
 - Associate in Science Degree in Occupational Therapy Assistant Program
 - Associate in Science Degree in Psychosocial Rehabilitation

- The temporary suspension of Policy #8600, Campus Safety and Security, Alcohol Substance Abuse, for a reception in celebration of the life of Freeholder John C. Bartlett, Jr., Liaison to Ocean County College, on Thursday, February 28, 2019, beginning at 2:00 p.m., in the atrium of the Instructional Building. Policy #8600
Suspended

Buildings and Grounds Committee

Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction, reported that the structural steel for the new Performing Arts Academy has been erected. Parking lot improvements and the renovation of the Nursing Building will take place this summer with new Anatomy and Physiology Labs and office space for Continuing and Professional Education, which will allow for the Human Resources department to then relocate to the Library Building.

- The Buildings and Grounds Committee Report for January 24, 2019, was unanimously accepted upon roll call vote. Building/Grounds
Report Accepted

Personnel Committee

Prior to approval of the Personnel Report, Mr. Dasti noted that Mr. Robert Rutt requested an opportunity to address the Board regarding the recommendation in the Personnel Report to terminate his employment, within his probationary period, as Technical Production Manager. Mr. Rutt read a prepared statement in which he disputed the recommendation and provided additional information to the trustees.

The Personnel Report was then unanimously approved, as amended, upon roll call vote. Personnel Report
Approved

Dr. Larson, introduced a recommendation to adopt a resolution to express profound sorrow at the death of John C. Bartlett, Jr. With a separate roll call vote, the following resolution was unanimously adopted:

Resolution Adopted
to Express Profound
Sorrow at the Death
of John C. Bartlett, Jr.

WHEREAS, the members of the Board of Trustees of Ocean County College wish to express their profound sorrow at the death on December 12, 2018, of John C. Bartlett, Jr., who served with distinction on the Ocean County Board of Chosen Freeholders for 39 years, longer than any other freeholder in the State of New Jersey; and

WHEREAS, during his tenure as a Freeholder, John C. Bartlett, Jr., had a profound influence on the County of Ocean and its residents, especially through his leadership as Chair of the Finance Committee, Parks and Recreation Committee, and Natural Lands Trust Fund, as well as his service as Liaison to Ocean County College; and

WHEREAS, Freeholder Bartlett was passionate about the need to ensure affordable, accessible higher education opportunities for all Ocean County residents; and

WHEREAS, having been a member of OCC's inaugural graduating class in 1968, Freeholder Bartlett many times remarked about his personal affinity for the College; and

WHEREAS, after a long teaching career with the Toms River Regional School District, Freeholder Bartlett served for several years as a Professor of Social Sciences and Part-Time Director of the Public Service Institute; and

WHEREAS, the support and encouragement of Freeholder Bartlett was vital to the growth and success of the College, particularly through capital facilities projects and his concern for the environment, which resulted in an exceptionally beautiful campus; and

WHEREAS, his unwavering concern for the well-being of Ocean County College and its students was honored in 2009 with the dedication of John C. Bartlett, Jr., Hall and in 2013 with the presentation of the Ocean County College Distinguished Alumni Award; and

WHEREAS, the trustees, administrators, faculty, and staff are deeply grateful to John C. Bartlett, Jr., for his dedication and commitment to Ocean County College;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ocean County College hereby gives formal expression of its sorrow in the death of John C. Bartlett, Jr., and recognizes in his passing a deep loss to the Board, the College, and the County of Ocean; and

BE IT FURTHER RESOLVED that the Board of Trustees pays tribute to his outstanding leadership and devotion to Ocean County and Ocean County College and that a copy of this resolution be spread upon the minutes of this meeting and be tendered to his family as an expression of the Board's sincere sympathy.

The resolution will be presented to the family at a celebration of Freeholder Bartlett's life following next month's Board meeting on February 28 at 2:00 p.m.

Mr. Dasti opened the meeting to public comments on behalf of Mr. Bartlett.

Mr. Sahradnik described Mr. Bartlett as a credit to the county and the College, who will leave a legacy that will live on for many years.

Mr. Fall had known Mr. Bartlett since he served as Mayor of Pine Beach; he always did what was best for the county and its citizens.

Mr. Peterson echoed Mr. Fall's sentiments and added Mr. Bartlett had a strong commitment to preserving the environment and was fiscally conservative.

Dr. Maysa Hayward, Assistant Vice President of International Programs, shared Mr. Bartlett was always dedicated to helping students while he was teaching at OCC.

Mr. Dasti noted that, rather than expanding his political career, Mr. Bartlett continued to serve the county he loved. His love of the College is evident by the growth experienced under his watch.

Dr. Larson praised Mr. Bartlett's ethical behavior. He was an intelligent and phenomenal leader who will be missed, and a dear, personal friend for 18 years.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, February 28, 2019, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.	Resolution Adopted for Closed Meeting - February 28, 2019
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Presentations

Dr. Larson introduced Mr. Sidney Stroman, Assistant Director of Security, who shared with the trustees the Emergency Awareness and Response video, developed on campus and performed by Performing Arts students, faculty, and staff. Mr. Stroman thanked Mr. Ralph Bertini, Television Production Director, and Ms. Megan Dendy, Part-time Television Production Assistant, the project's producer. Also attending the meeting were Lieutenants Glenn Frischmann, Jonathan Lafferty, and David Schenck; Investigator Robert Moser; Training Officer Wayne Reed; and Security Officer II Joseph Catapano, Brian Fiducia, James Perri, and Christopher Petrich. Mr. Reed explained the importance of "if you see something, say something." Dr. Larson expressed his appreciation for the dedication shown by OCC's Security Department.	Presentations
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Dr. Larson introduced Dr. Joseph Konopka, Vice President of Academic Affairs, and Dr. Henry Jackson, Executive Director of Academic Success, who provided an update on the College Academy. Dr. Jackson reported that 21 students of the Academy's first cohort at Lacey High School will graduate with Associate Degrees from OCC in May, prior to their high school graduation. These students completed 30 college credits at Lacey High School and 34 credits at OCC.

President's Report

Dr. Larson introduced the recipients of the President's Award for Excellence: Ms. Michelle Youngs, Manager of Operations and Production in the Grunin Center, received the Department Level award; Ms. Christine Healey, Director of Purchasing and Payables, received the Divisional Level award; and Mr. Mark Wilson, Director of Cultural Affairs, Fine and Performing Arts, received the College-Wide Level award. President's Report

Dr. Larson expressed his appreciation to Ms. Alison Noone, Assistant Director of Student Life, and Ms. Jennifer Fazio, Director of Student Life, for the exceptional student leadership retreat program held January 9 to 11. The retreat was well received by students, faculty, and staff who attended. Ms. Noone is to be commended for an outstanding job.

Dr. Steve Kubow, Acting Associate Vice President for Kean Ocean, introduced Ms. Karen Smith, Vice President of University Relations. Ms. Smith is eager to share news about Kean's new website and student accomplishments. Ms. Smith is excited to partner with Ms. Jan Kirsten, Executive Director of College Relations, and the OCC College Relations team.

Dr. Jessica Adams, Associate Dean of Kean Ocean, provided an update on Kean Ocean enrollment at the Southern Education Center. She explained that it is important to spread the message that students are able to complete several degree options in Manahawkin through the Master's level. She noted spring enrollment is up and expects the trend will continue with the availability of additional programs.

Dr. Adams reported that Dr. Farahi and the Kean University Board of Trustees adopted a resolution in honor of Freeholder John Bartlett.

Dr. Larson mentioned the five-year Transfer Pathways agreement recently signed with Stockton University. Both Dr. Larson and Dr. Kubow agree that a similar agreement with Kean University would be feasible to pursue.

Mr. Mark Wilson, Director of Cultural Affairs, discussed the Planetarium program, "The Astronomical World of Harry Potter," which sold out in minutes. A private showing will be available for the College and Foundation trustees.

Mr. Kenneth Malagiere, Executive Director of the OCC Foundation, noted the Foundation received two significant gifts this month. The family of Dr. Elmo Samuels established eight scholarships benefitting the Nursing program. Ms. Gale Wayman established a \$500,000 legacy fund. On June 14, 2019, the Foundation will host the Annual Scholarship Celebration, honoring the H. Hovnanian Foundation and Ms. Wayman.

Ms. Tracy Walsh, Dean of the School of Nursing, informed the Board that the Nursing Program was re-accredited for eight years by the New Jersey Board of Nursing.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, February 28, 2019	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 1:30 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President