



BOARD OF TRUSTEES

Regular Meeting

Minutes

July 25, 2019

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Thursday, July 25, 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 2018 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Thulin, Mrs. Linda Novak, Mr. Kevin Ahearn, Mr. Frank Dupignac, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. John Peterson, 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 June 27, 2019, and July 11, 2019, Board of Trustees closed sessions and public meetings were unanimously approved upon roll call vote.

Minutes Approved

Mr. Hatem Akl, Interim Associate Vice President of e-Learning, introduced the new Dean, e-Learning, Ms. Vivian Lynn. Dr. Konopka then introduced the new Dean, School of Science, Technology, Engineering, and Mathematics, Dr. Sylvia Riviello.

Presentations

Dr. Konopka introduced Ms. Pamela Bogdan, College Lecturer II, Engineering, who shared with the Board a review of the Engineering Program's three to five-year roadmap, including an overview of the Engineering curriculum, plans for future growth to support student success, and transfer agreements with senior institutions following graduation. Dr. Konopka also explained discussions are ongoing with NJIT exploring a 3+1 degree in Engineering.

Presentations

Dr. Larson introduced Ms. Karen Smith, Vice President of University Relations at Kean University, who provided an overview of collaborative marketing efforts for Kean/Ocean. Campaigns include the marketing of programs on the main campus and the Southern Education Center with a focus on proximity and affordability. Ms. Smith reported that local and national advertising programs have been developed, as well as a national tour video that will highlight the Kean Union and Kean Ocean campuses.

Finance Committee

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

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| ➤ The statement of income and expenditures as of June 30, 2019, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts
Awarded |
| ➤ A maximum of \$25,800 to Langan Engineering and Environmental Services, Inc., Parsippany, New Jersey, for professional engineering services for the demolition and reconstruction of the Facilities Storage Structure project at Ocean County College. | |
| ➤ A maximum of \$700,300 to Kimmel Bogrette Architecture and Site, Inc., Blue Bell, Pennsylvania, for professional architectural and engineering services for the demolition of the current Administration Building and design of the new Administration Building at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions
Adopted for
Contract Awards |
| ➤ A maximum of \$19,015.50 to Infobase Learning, New York, New York, for a one-year subscription for Master Academic and Nursing Collections of Films on Demand to provide student access to digital documentary and performance videos at Ocean County College. | |
| ➤ A maximum of \$107,811.30 to Fellowship Travel International, Ashland, Virginia, for travel services for the OCC Study Abroad Seminar in London from January 9, 2020, through January 19, 2020. | |
| ➤ Authorizing participation in the National Cooperative Purchasing Alliance (NCPA) at Ocean County College, with the Executive Vice President of Finance and Administration designated to execute documents. | |
| ➤ The following contract was amended: | Contract
Amended |
| ➤ An additional \$374,852, for a maximum total of \$20,504,852, to Wallace Brothers, Inc., Brick, New Jersey, to ensure completion of the Performing Arts Academy for Spring 2020 occupancy at Ocean County College (contract originally awarded at the May 10, 2018, Board retreat). | |

- The Board acknowledged contract awards, as recommended by Noresco, LLC, Edison, New Jersey, on behalf of the New Jersey County College Electric Consortium, for electric supply services from August 2019 through August 2021 at participating New Jersey Community Colleges. Contract Awards Acknowledged
- The Board accepted a \$5,200 grant from the Mid Atlantic Arts Foundation Arts Connect Grant to subsidize the cost of the production of Layer the Walls, a puppet show that explores the stories of Irish, Italian, and Eastern European Jewish immigration between 1860 and 1909. Project Director: Mr. Mark Wilson, Director of Cultural Affairs. Project period: July 1, 2019, through June 30, 2020. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Konopka shared meetings continue with the State Division of Labor regarding a possible apprenticeship degree program. Also, many of the College Lecturers have been busy working in the community, discussion continues on a 3+1 Nursing degree with Kean, grant proposals are being developed, and a healthcare assessment is underway.

- The Board approved the following academic calendars: Academic Calendars Approved
 - 2020-2021 Academic Calendar
 - 2021-2022 Academic Calendar
 - 2020 Accelerated Academic Calendar
 - 2021 Accelerated Academic Calendar
 - 2022 Accelerated Academic Calendar
- The following items, as accepted by the College Senate at its meeting on June 20, 2019, were approved unanimously upon roll call vote: College Senate Items Approved
 - New Courses New Courses
 - BUSN 163, Transportation Systems
 - ENGL 296, Travel Seminar: Studies in Contemporary Literature
 - Revised Courses Revised Courses
 - COMM 110, Introduction to Communications
 - COMM 151, Media Writing I
 - COMM 152, Media Writing II
 - COMM 172, Communication Law
 - COMM 272, Public Relations and Publicity
 - COMM 281, Mass Communication
 - COMM 290, Communications Internship I
 - COMM 291, Communications Internship II
 - Revised Course and Course Code Revised Course and Course Code
 - COMM 192, Voice and Diction, to THTR 101

Buildings and Grounds Committee

Mrs. Novak, Chair, noted the recommendation of Kimmel Bogrette as architect for the new Administration Building today. Mr. Matthew Kennedy, Assistant Vice President of Facilities Management and Construction, updated the trustees on several projects, including the College Center demolition, new Student Services Building, Parking Lot 2 improvement project, and Security Building addition, which includes the Crime Scene Lab. Dr. Rosann Bar, Dean, School of Business and Social Sciences, thanked all involved for the new lab space.

- The Buildings and Grounds Committee Report for July 25, 2019, was unanimously accepted upon roll call vote.

Building/Grounds
Report Accepted

Personnel Committee

Ms. Winchester presented the Personnel Report, which was unanimously approved as amended.

Personnel Report
Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, August 22, 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 -
August 22, 2019

President's Report

Dr. Larson introduced Dr. Racioppi, who discussed a new opportunity at Lakewood High School, where OCC classes will be offered after 3:00 p.m. This will give those in Lakewood who lack transportation the ability to continue their education, including those who are eligible for the Community College Opportunity Grant. Dr. Racioppi thanked Ms. Yessika Garcia-Guzman, Director of Financial Aid, and Ms. Veronica Guevera-Lovgren, Assistant Dean, Arts and Humanities, for their assistance.

President's Report

Mr. Akl and Dr. Maysa Hayward, Assistant Vice President of International Programs, provided a report to the trustees on the status of the issuance of a decree authorizing the American Community College in Egypt.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported that scholarship applications for the fall semester will be accepted until August 16, 2019. He also discussed the Foundation's upcoming events, including the 6th Annual Alumni, Students, and Staff picnic on Friday, August 9, 2019, and the annual golf outing on October 16, 2019.

Dr. Larson introduced Dr. Steve Kubow, Acting Associate Vice President for Kean Ocean, and Dr. Jessica Adams, Associate Dean of Kean Ocean. Dr. Kubow reported renovations to the Gateway Building were approved by Kean University to expand and create a one-stop shop for Kean Ocean. Dr. Adams reported on the expanded offerings for the Southern Education Center, which will include the ability to complete several baccalaureate degrees on the SEC campus.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, August 22, 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 1:29 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President