



BOARD OF TRUSTEES

Regular Meeting

Minutes

July 26, 2018

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:32 p.m. on Thursday, July 26, 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. Stephan Leone, Mr. Robert Fall, Dr. Judith DeStefano-Anen, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Joe Teichman, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Gerald Racioppi, and Interim Associate Vice President Joseph Konopka.

Attendance

The minutes of the June 28, 2018, and July 12, 2018, Board of Trustees closed sessions and public meetings were approved upon roll call vote with an abstention from Mr. Monahan on the June 28, 2018, minutes.

Minutes Approved

Presentations

Dr. Larson introduced Dr. Angel Camilo, College Lecturer II of Biology, Mr. Edmond Hong, College Lecturer II of Computer Science, both co-advisors of the Maker's Club, and Nicholas Scnering, President, and Jacob Lewis, Vice President of the Maker's Club, who presented the Trustees with wooden nameplates. Nicholas and Jacob explained the process the club used to make the nameplates. Dr. Camilo thanked Ms. Alison Noone, Assistant Director of Student Life, who manages orders of the nameplates which are available for a \$20 donation to support the club, and the Trustees and administration for their support.

Presentations

Finance Committee

Ms. Winchester requested approval of the finance agenda after withdrawing Exhibit A-12, the contract recommendation for International Higher Education Support Services. The amended report and its addendum was approved with an abstention on Exhibit A-10 from Mr. Leone, who requested additional supporting documentation on this item:

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|--|---------------------------------|
| ➤ The statement of income and expenditures as of June 30, 2018, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts
Awarded |
| ➤ A maximum of \$71,735 to Craig Testing Laboratories, Inc., Mays Landing, New Jersey, for professional construction testing and inspection services for the new Performing Arts Academy at Ocean County College. | |
| ➤ A maximum of \$20,000 to Lew Corporation, Mine Hill, New Jersey, for the first year, with a second year contract option, for professional asbestos removal and mold remediation on an as-needed basis at Ocean County College. | |
| ➤ A maximum of \$68,875.25 to Allied Fire and Safety Equipment Company, Inc., Neptune, New Jersey, for the second year of an optional two-year contract for the inspection and service of fire prevention and fire control equipment at Ocean County College. | |
| ➤ A maximum of \$125,000 to Success Communications Group, Parsippany, New Jersey, for the first year of a second year contract option for media placement agency services at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions
Adopted for |
| ➤ A maximum of \$125,000 to various vendors for the purchase of medical and laboratory supplies and equipment through the New Jersey County College Joint Purchasing Consortium for use by the Facilities, Nursing, Science, and Continuing Education Departments at Ocean County College. | |
| ➤ A maximum of \$18,000 to Strategic Account Services, Bristol, Pennsylvania, for a one-year contract for planned maintenance and inspection services for the refrigeration of Office of Information Technology equipment at Ocean County College. | |
| ➤ A maximum of \$100,000 to B&H Photo Video Pro Audio, Inc., New York, New York, for the purchase of photography equipment and supplies for use at Ocean County College. | |
| ➤ A maximum of \$25,000 to North Star Signs, Inc., Fairfield, New Jersey, for the replacement of campus signage on an as-needed basis at Ocean County College. | |

➤ The following contracts were amended:

Contracts
Amended

- An additional \$20,000, for a maximum total of \$101,119, to Integrated Systems and Services, Inc., Eatontown, New Jersey, for additional labor and material costs to the Electronic Access Control System for use by the Security Department at Ocean County College (contract originally awarded at the January 25, 2018, Board meeting).
- An additional \$35,000, for a maximum total of \$160,000, to Success Communications Group, Parsippany, New Jersey, for additional advertising campaigns associated with the Thomas Edison State University and Kean Ocean Partnerships (contract originally awarded at the June 29, 2017, Board meeting).
- An additional \$47,818.35, for a maximum total of \$978,618.35, to RSC Architects, Hackensack, New Jersey, for additional architectural services for the Performing Arts Academy Building at Ocean County College (contract originally awarded at the April 13, 2017, Board meeting).
- An additional \$115,118, for a maximum \$767,690, to Conner Strong and Buckelew Companies, LLC, Marlton, New Jersey, for third-year membership in the School Alliance Insurance Fund for general liability insurance at Ocean Count College (contract originally awarded at the March 29, 2018, Board meeting).

- The Board authorized an application to apply for a \$441,612 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education for the purpose of developing more fully the academic, career, and technical skills of Ocean County College students through instruction, equipment and supplies, professional development for faculty and students, curriculum assessment and accreditation, with emphasis on those curricula that promote workforce and economic development. Project Manager: Ms. Susan O'Connor, Director of Curriculum Management. Funding Period: July 1, 2018, through June 30, 2019.

Grant Application
Authorized

Bylaw, Policy, and Curriculum Committee

Mr. Monahan, Chair, introduced Dr. Konopka, who presented the Bylaw, Policy, and Curriculum Committee items. Dr. Konopka shared that program and course development and revisions continue. He thanked Ms. Susan O'Connor, Director of Curriculum Management, for her work in ensuring College and State requirements are met.

- The following items, as accepted by the College Senate at its meeting on July 19, 2018, were approved unanimously upon roll call vote:

College Senate
Items Approved

➤ Revised Courses

Revised Courses

- BIOL 114, Principles of Biological Science
- HEHP 228, Care and Prevention of Athletic Injuries
- HEHP 238, Management and Rehabilitation of Athletic Injuries
- HEHP 239, Strength and Conditioning Physiology
- HEHP 252, Nutrition for Fitness and Sport
- HEHP 266, Exercise and Health Counseling
- HEHP 267, Sports Management
- HLSC 171, Fundamentals of Emergency Management

Buildings and Grounds Committee

Mrs. Novak, Chair, invited all in attendance to the Instructional Building ribbon cutting ceremony following today's meeting. Mr. Matthew Kennedy, Assistant Vice President of Facilities, provided updates of many of the projects underway, including the completion of the pond's fountain, current status of the Performing Arts Academy and Hovnanian Health Sciences Buildings, and the upcoming Nursing Building renovation.

- The Buildings and Grounds Committee Report for July 26, 2018, was unanimously accepted upon roll call vote.

Building/Grounds
Report Accepted

Personnel Committee

Mr. Leone, Chair, presented the Personnel Report as amended, which was unanimously approved 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, August 23, 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 -
August 23, 2018

President's Report

President's Report

Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, who shared with the trustees the new alumni banners, which were installed on June 28, 2018. The new banners highlight success stories of OCC alumni, including former student alumni trustees Mordechai Grubin and Melanie Fernandez. Ms. Kirsten acknowledged Mr. Scott Bruinooge, Manager of Graphic Design, and Dr. Larson thanked Ms. Kirsten and Mr. Bruinooge for their outstanding work on this project.

Dr. Essam El-Kordi, President of Alexandria University, will visit OCC from August 1 to 7, 2018, to sign the second Community College in Egypt agreement. He will meet with New Jersey Secretary of Higher Education Zakiya Smith Ellis and Dr. Fadi Deek, Provost and Senior Executive Vice President at NJIT.

Dr. Larson introduced Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, and Dr. Jessica Adams, Associate Dean of Kean Ocean. Dr. Kubow and Dr. Adams shared an update regarding new degree programs for both the Toms River campus and Southern Education Center and indicated that the hiring process has begun for a lead person for the joint BSN program. Dr. Kubow also thanked Mr. Kevin Braendly, Instructional Technical Systems Manager, who helped install the video infrastructure which enables Toms River and SEC students to enroll in classes held on the Kean Union campus via video platform. Mr. Leone commended all involved for the new programs and suggested a feature be included in the Kean University Alumni Magazine highlighting the Kean Ocean campus and programs.

Dr. Konopka shared that a licensed nurse practitioner has been hired for the Wellness Center which will open in the H. Hovnanian Health Sciences Building as early as the beginning of the Fall semester in conjunction with Robert Wood Johnson Barnabas Heath, Community Medical Center.

Mr. Kenneth Malagiere, Executive Director, OCC Foundation, provided an overview of the upcoming Blauvelt Lecture Series, funded by a \$100,000 donation from Mr. David Wintrobe. He also discussed the Foundation's upcoming events, including the annual golf outing on October 9, 2018, at Pine Barrens Golf Club, and the annual Scholarship Celebration on June 14, 2019, honoring the H. Hovnanian Foundation and Ms. Gayle Wayman. The Foundation will also be highlighted at the September Toms River Chamber of Commerce event.

Dr. Larson welcomed back Dr. Carol Brown, former Acting Vice President of Academic Affairs, who attended the meeting. Dr. Brown commended Dr. Larson for his leadership and commitment to students.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, August 23, 2018	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, Mr. Neil Schiller, Associate Professor of Engineering, introduced himself as the new President of the Faculty Association of Ocean County College. Mr. Schiller has been a faculty member for over 26 years. His wife and all three of his children received degrees from OCC.

Public Comments

Dr. Ali Botein-Furrevig, Associate Professor of English and Literature and Director of the Ocean County College Center for Holocaust, Genocide, and Human Rights Education, discussed the upcoming Holocaust Survivor Speaker Series being offered in collaboration with Kean University's Holocaust Resource Center. The series will be presented to middle and high school students.

With no further comments from the Board members or the public, the meeting adjourned at 1:21 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President