



## **BOARD OF TRUSTEES**

### **Regular Meeting**

#### **Minutes**

**June 27, 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, June 27, 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. Stephan Leone, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Joseph Teichman, Mr. Sean Newman, 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 May 30, 2019, Board of Trustees closed session and public meetings were unanimously approved upon roll call vote.

Minutes Approved

The Board adopted, upon unanimous roll call vote, a resolution to acknowledge, with regret, the resignation of Mr. Thomas E. Monahan from the Board of Trustees and expressed deep appreciation to Mr. Monahan for his dedicated service to Ocean County College.

Resolution Adopted  
to Recognize, with  
Regret, the Resig-  
nation of  
Mr. Thomas  
Monahan

Dr. Larson noted Mr. Monahan has been an outstanding Board member, whose depth of knowledge regarding education law was extraordinary.

Mrs. Novak shared she also had the pleasure of working with Mr. Monahan during her time with the Toms River School system. He made wonderful contributions at Ocean County College and will be greatly missed. Mr. Leone agreed and specifically noted his valuable participation on the Personnel Committee.

The Board adopted, upon unanimous roll call vote, a resolution to recognize the outstanding dedication and commitment of Mr. Sean Newman during his one-year term as the student/alumni representative on the Board of Trustees during 2018-19. The trustees and Dr. Larson congratulated Mr. Newman for his participation on the Board. Mr. Newman expressed his appreciation for having the opportunity to serve the students and thanked the trustees for everything they do for the College.

Resolution Adopted  
to Recognize Service  
of Mr. Sean Newman

### Finance Committee

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

- The statement of income and expenditures as of May 31, 2019, was accepted.
- The following contracts were awarded:
  - A maximum of \$20,000 to Lew Corporation, Mine Hill, New Jersey, for the second year contract option for professional asbestos removal and mold remediation on an as-needed basis at Ocean County College.
  - A maximum of \$44,000 to Crest Construction Group, LLC, Barnegat, New Jersey, for the first year of an optional two-year contract for professional emergency pipe repair at Ocean County College.
- Resolutions were adopted to award the following contracts:
  - A maximum of \$18,440 to Applied Video Technology, Kimberton, Pennsylvania, for a thirteen-month agreement from July 1, 2019, through July 31, 2020, for the renewal of the campus-wide digital signage software subscription license at Ocean County College.
  - A maximum of \$26,936 to Cidi Labs, LLC, Salt Lake City, Utah, for a thirty-six month agreement from July 1, 2019, through June 30, 2022, for the purchase of design tools for the Canvas Learning Management System at Ocean County College.
  - A maximum of \$38,094 to Ellucian Company, L.P., Fairfax, Virginia, for a thirty-six month agreement from July 1, 2019, through June 30, 2022, for the purchase of an Intelligent Learning Platform for the Canvas Learning Management System at Ocean County College.
  - A maximum of \$60,000 to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for a twelve-month agreement from July 1, 2019, through June 30, 2020, for professional legal services at Ocean County College.
  - A maximum of \$37,000 to Yankee Book Peddler, Inc., Birmingham, Alabama, for the purchase of miscellaneous books for use in the Library at Ocean County College.

Income/Expenditures  
Accepted

Contracts  
Awarded

Resolutions  
Adopted for  
Contract Awards

- A maximum of \$93,000 to EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions for use in the Library at Ocean County College.
- A maximum of \$30,000 to Amazon Services, LLC, Seattle, Washington, for the purchase of online marketplace products for various departments at Ocean County College through the U.S. Communities Government Purchasing Alliance Contract.
- A maximum of \$38,000 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of miscellaneous e-books, Internet database subscriptions for use in the Library, and online courses for use in the Continuing and Professional Education Department at Ocean County College.
- A maximum of \$55,000 to NJEdge.NET, Newark, New Jersey, for the purchase of miscellaneous Internet database subscriptions for use in the Library at Ocean County College.
- A maximum of \$150,000 to Fastenal Company, Lakewood, New Jersey, for the purchase of various maintenance supplies and materials for use in the Facilities Department at Ocean County College.
- A maximum of \$55,500 to TGI Office Automation, Brooklyn, New York, for the lease of campus-wide copiers and for a one-year maintenance and service contract at Ocean County College.
- A maximum of \$315,000 to SHI International Corporation, Somerset, New Jersey, for the purchase and installation of Audio, Video, and Dance Equipment for the Performing Arts Academy at Ocean County College through the U.S. Communities National Cooperative Contract.
- A maximum of \$18,000 to RWJ Barnabas Health Corporate Care, Lakewood, New Jersey, for a one-year contract for Occupational Health Services from July 1, 2019, through June 30, 2020, at Ocean County College.
- A maximum of \$80,000 to the following vendors for the purchase of instructional and non-instructional medical and laboratory supplies through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College:
  - Bio-Rad Laboratories, Inc., Hercules, California
  - Bound Tree Medical, LLC, Dublin, Ohio
  - Collins Sports Medicine, Raynham, Massachusetts
  - Galls, LLC, Fort Lauderdale, Florida
  - Henry Schein, Inc., Melville, New York
  - Midwest Scientific, Valley Park, Missouri

- Moore Medical, Inc., New Britain, Connecticut
- Pasco Scientific, Roseville, California
- Frey Scientific, Nashua, New Hampshire
- Sirchie Finger Print Laboratories, Youngsville, North Carolina
- Triarch, Inc., Ripon, Wisconsin
- Wallcur, LLC, San Diego, California
  
- A maximum of \$27,000 to Evergreen Printing Company, Bellmawr, New Jersey, for the printing of the Continuing and Professional Education brochures for Fall 2019 at Ocean County College.
  
- A maximum of \$172,379.48 to Instructure, Inc., Salt Lake City, Utah, for the first year of a three-year contract, with optional fourth and fifth years, for the Canvas Learning Management System through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
  
- For a three-year contract with two additional one-year contract options for the renewal of the Learning Management System, with Ocean County College acting as the lead agency, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
  
- The following contracts were amended: Contracts Amended
  - An additional \$81,000, for a maximum total of \$523,000, to Design Resources Group, Inc., Somerset, New Jersey, for additional professional architectural and engineering design services for the new Student Enrollment Building at Ocean County College (contract originally awarded at the October 18, 2018, Board retreat).
  
  - An additional \$27,500, for a maximum total of \$282,500, to Compass Group, USA, Inc., by and through its Canteen Vending Services Division, Charlotte, North Carolina, for an increase in product costs and wage rates for food service management, catering, and vending services at Ocean County College (contract originally awarded at the March 22, 2018, Board meeting).
  
  - An additional \$7,500, for a maximum total of \$32,000, to Amazon Services, LLC, Seattle, Washington, for the purchase of additional online marketplace products for various departments at Ocean County College (contract originally awarded at the April 25, 2019, Board meeting).
  
  - An additional \$6,200, for a maximum total of \$56,200, to Spruce Industries, Inc., Rahway, New Jersey, for additional custodial supplies for use at Ocean County College (contract originally awarded at the August 23, 2018, Board meeting).
  
- The resolution adopted at the May 30, 2019, Board meeting, was amended, for the County of Ocean to provide street sweeping services at Ocean County College with no change to the amount of \$15,000. Resolution Amended

Bylaw, Policy, and Curriculum Committee

Dr. Konopka thanked the Trustees for their continued support of students, and Mr. Hatem Akl, Interim Vice President of e-Learning, and Dr. Gerald Racioppi for their collaboration in the development of new programs. He also shared information regarding a very successful meeting with Commissioner Robert Asaro-Angelo, New Jersey Department of Labor and Workforce Development, and Mr. Nicholas Toth, Office of Apprenticeship, and former OCC student. Dr. Konopka then introduced the new Dean, School of Science, Technology, Engineering, and Mathematics, Dr. Sylvia Riviello.

Dr. Konopka presented the Bylaw, Policy, and Curriculum Committee item. The following item was approved as submitted upon unanimous roll call vote:

➤ Revised Policy

Revised Policy

- #3011, Personnel, All Employees, Bereavement Leave

Buildings and Grounds Committee

Mrs. Novak, Chair, noted the demolition of the Student Center is complete. Progress continues with the Performing Arts Academy (PAA); she noted that the pool renovation in the gym will allow the space to be used as the gymnasium and lunch room for PAA students. An architect will be chosen for the new Administration Building in the near future. Parking lot construction will begin this summer.

- The Buildings and Grounds Committee Report for June 27, 2019, was unanimously accepted upon roll call vote.

Building/Grounds  
Report Accepted

Personnel Committee

Prior to approval of the Personnel Report, Mr. Leone noted that the Compensation Committee met and reviewed the 2019-2020 contracts of Dr. Larson and Ms. Winchester. Mr. Leone commended them for their outstanding performance over the last year.

The Personnel Report was then unanimously approved, with an abstention from Mr. Leone on the hiring of Ms. Jennifer Blair, as a Temporary Administrative Assistant.

Personnel Report  
Approved

Mr. Thulin noted the resignation of Mr. Scott Bruinooge, Manager of Graphic Design, with regret. Dr. Larson thanked Mr. Bruinooge for sharing his talents with OCC over the years. He will be missed.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, July 25, 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 -  
July 25, 2019

President's Report

Dr. Larson introduced Dr. Ali Botein-Furrevig, Associate Professor of English, and Director, Center for Holocaust, Genocide, and Human Rights Education, who presented a review of her Sabbatical Leave report, a comprehensive study to develop and teach three courses together with the implementation of initiatives and educational programs for the Center. A copy of Dr. Botein-Furrevig's report was distributed to the Trustees. Dr. Larson and the trustees thanked Dr. Botein-Furrevig for the report and for being a long-time valued employee of the college.

President's Report

Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, who shared with the trustees the new online electronic catalog, which was developed by Ms. Maureen Alexander, Academic Administrator, School of Business and Social Sciences; Dr. Toni Clay, Assistant Vice President of Academic Affairs; Ms. Mary Fennessy, Director of Program Services, School of Nursing and Health Sciences; Mr. Anthony Jordan, Enterprise Application Director; Ms. Susan O'Connor, Director of Curriculum Development, and Mr. JR Ross, CIO. Ms. Kirsten, Mr. Ross, Mr. Jordan, Dr. Clay, and Ms. O'Connor shared a demonstration of the catalog, which will no longer be printed by 2021. Dr. Konopka thanked the team for their hard work completing the estimated twelve-month project in four months to be available for the Fall 2019 semester.

Dr. Racioppi introduced two new employees: Mr. Ryan Luurtsema, Coordinator of Veterans and Military Affairs, and Mr. Chris Carbone, Career Services Coordinator.

Dr. Larson recognized Mr. Ken Malagiere, Executive Director, OCC Foundation, for the wonderful Scholarship Celebration held on June 14, 2019. Mr. Malagiere, in turn, expressed his gratitude to everyone who supported the event, which raised over \$200,000 for student scholarship assistance. The Foundation recently received \$210,000 in scholarship requests from the campus community, of which \$203,000 in funding has been awarded. He then invited everyone to the 6<sup>th</sup> Annual Alumni, Students, and Staff picnic, which will be held on Friday, August 9, 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 a closing reception was held yesterday for the departing Egyptian students and shared details of their time at Kean University. Dr. Adams reported the curriculum update project, which brings baccalaureate degrees to 120 credits, nears completion.

Miscellaneous

The following meetings were scheduled:

Meetings  
Scheduled

**Thursday, July 11, 2019**

12:00 noon

Board Retreat

**Thursday, July 25, 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 1:39 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President