



BOARD OF TRUSTEES

Regular Meeting

Minutes

November 1, 2018

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:39 p.m. on Thursday, November 1, 2018, immediately following the Reorganization Meeting by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.

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, Mr. Jerry Dasti, Mr. Stephan Leone, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. John Peterson, 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 September 27, 2018, and October 18, 2018, Board of Trustees closed session and public meetings were approved upon roll call vote, with an abstention from Mr. Peterson on the September 27, 2018, minutes.

Minutes Approved

Presentations

Dr. Larson introduced Dr. Norma Betz, former Vice President of Student Affairs, who presented a review of her Sabbatical Leave report, a comprehensive study, "Why a One-Stop Shop at Ocean County College." Dr. Betz provided her findings and recommendations in support of a One-Stop Shop. A copy of Dr. Betz' report was distributed to the Trustees. Dr. Larson thanked Dr. Betz for the report and for being a long-time valued employee of the college.

Presentations

Finance Committee

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

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| ➤ The statement of income and expenditures as of September 30, 2018, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts
Awarded |
| ➤ A maximum of \$40,748.98 to Quality Cut, Inc., Farmingdale, New Jersey, for the first year of optional second- and third-year contracts for weed control and fertilization services at Ocean County College and the Southern Education Center. | |
| ➤ A maximum of \$1,569,000 to PJM Mechanical Contractors, Inc., Ewing, New Jersey, for the installation of an 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. | |
| ➤ A maximum of \$40,805 to Stanley Access Technologies, LLC, Trenton, New Jersey, for the second year of an optional two-year contract for automatic door maintenance, replacement and repairs at Ocean County College. | |
| ➤ A maximum of \$50,000 to Malachy Mechanical, Bayonne, New Jersey, for the second year of an optional two-year contract for kitchen equipment repair services and preventative maintenance at Ocean County College. | |
| ➤ A maximum of \$10,600 to ITC Delaware Valley, LLC, Pasadena, Texas, for the purchase of a safety railing system for the Gateway Building at Ocean County College. | |
| ➤ A maximum of \$40,000 to Berry, Sahradnik, Kotzas, and Benson, P.C., Toms River, New Jersey, for the first year of a two-year contract for professional legal services at Ocean County College. | |
| ➤ A maximum of \$145,000 to EACM Corporation, Sea Bright, New Jersey, for upgrades and renovations to the HVAC system for the Black Box Theatre and the Main Stage Theatre in the Grunin Center at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions
Adopted for
Contract Awards |
| ➤ A maximum of \$30,786.56 to The Hon Company, c/o E.J. Schuster's Discount Office Furniture, Inc., Lakewood, New Jersey, for the purchase and installation of furniture for use in the plaza and student lounges in the Southern Education Center. | |
| ➤ A maximum of \$45,000 to AdmitHub, Inc., Boston, Massachusetts, for one-year chatbot software services for student enrollment and retention for the HUB at Ocean County College. | |

- A maximum of \$36,497.79 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of analog ports and video cables for use by the Office of Information Technology at Ocean County College.
- A maximum of \$49,823.44 to PeopleAdmin, Inc., Austin, Texas, for the first year of a two-year contract for renewal of the position management software module and automated applicant tracking management system for use by the Human Resources Department at Ocean County College.
- To authorize Ocean County College's participation in the Hunterdon County Educational Services Commission Cooperative Pricing System.
- A maximum of \$35,000 to Brinkerhoff Environmental Services, Inc., Manasquan, New Jersey, for professional environmental sampling and testing in the Health and Human Performance Center and Grunin Center, and to monitor the College Center Demolition Project at Ocean County College.
- To identify a qualified pool of vendors for construction-related services as needed at Ocean County College.
- To identify a qualified pool of vendors for professional architectural and engineering services as needed at Ocean County College.
- A maximum of \$63,000 to Teach by Travel, Inc., East Brookfield, Massachusetts, for travel services for the OCC Study Abroad Course in Ireland from August 2, 2019, through August 10, 2019.
- The following contracts were amended: Contracts Amended
 - An additional \$190,000, for a maximum total of \$19,780,000 to Wallace Brothers, Inc., Brick, New Jersey, for the construction of a new Performing Arts Academy Building at Ocean County College (contract originally awarded at the May 10, 2018, Board meeting).
 - An additional \$92,139.24, for a maximum total of \$10,482,179.24, to Benjamin R. Harvey Company, Inc., Ocean, New Jersey, for the Instructional Building Renovation project at Ocean County College (contract originally awarded at the November 3, 2016, Board meeting).
 - An additional \$6,000, for a maximum total of \$65,500, to Rising Star Distribution, Inc., Ocean, New Jersey, and Aramark Work Apparel Group, Norwell, Massachusetts, for additional professional promotional items to be used by various departments at Ocean County College (contract originally awarded at the September 28, 2017, Board meeting).

- An additional \$5,000, for a maximum total of \$30,300, to Johnson Controls, Inc., Blackwood, New Jersey, for the service and maintenance of the Combined Heat and Power Plant Chiller at Ocean County College (contract originally awarded at the June 29, 2017, Board meeting).
- The contract awarded at the July 12, 2018, Board meeting to Teach by Travel, Inc., East Brookfield, Massachusetts, to provide program support services for the Ocean County College Study Abroad Seminar in Costa Rica scheduled from January 10 through January 18, 2019, was rescinded due to low enrollment. Rescission of Contract Award
- The following grant awards were accepted: Grant Awards Accepted
 - A \$2,241,257 award from the U.S. Department of Education, Title III Strengthening Institutions Program, to fund three full-time positions, four part-time positions, and tutors to enhance student success and retention through improved academic advising, expanded academic support services, and an enhanced early alert system for students in health sciences. Project Director: Dr. Joseph Konopka, Interim Associate Vice President of Academic Affairs. Project Period: October 1, 2018, through September 30, 2023.
 - A \$250,000 award from the Office of the Secretary of Higher Education and the Higher Education Student Assistance Authority (HESAA) for the Implementation of the Community College Opportunity Grant (CCOG) Pilot Program and to acknowledge additional financial aid for eligible students when the program is underway. Project Directors: Dr. Joseph Konopka, Interim Associate Vice President of Academic Affairs; Dr. Gerald Racioppi, Vice President of Student Affairs. Project Period: October 10, 2018, through June 30, 2019.

Bylaw, Policy, and Curriculum Committee

In the absence of Mr. Monahan, Chair, Dr. Konopka presented the Bylaw, Policy, and Curriculum Committee items. Dr. Konopka explained degree audit revisions continue to be made in order to adhere to the recently enacted State legislation limiting associate degrees to a maximum of 60 credits for completion.

- The following items, as accepted by the College Senate at its meeting on October 4, 2018, were approved unanimously upon roll call vote: College Senate Items Approved
- New Course New Course
 - ENGL 262, Digital and Electronic Literature

➤ Revised Courses

Revised Courses

- DANC 145, Dance Appreciation
- DANC 160, Modern Dance I
- DANC 161, Modern Dance II
- DANC 170, Ballet I
- DANC 171, Ballet II
- DANC 180, Jazz Dance
- DANC 191, Dance Theatre Workshop
- DANC 270, Ballet III

- 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

- The Boy Scouts Distinguished Citizen Award reception on Tuesday, December 11, 2018, beginning at 6:00 p.m., in the Black Box Theatre.
- The Big Brothers Big Sisters rebranding reception on Friday, December 14, 2018, beginning at 5:30 p.m., in the Planetarium.

Buildings and Grounds Committee

Mr. Peterson introduced Mr. Matthew Kennedy, Assistant Vice President of Facilities, who reported that the architect for the new Student Enrollment Services Building has been selected. He also explained that the rubble from the upcoming demolition of the College Center will be recycled as filler for the conversion of the Pool to the Performing Arts Academy gymnasium.

- The Buildings and Grounds Committee Report for November 1, 2018, was unanimously accepted upon roll call vote.

Building/Grounds
Report AcceptedPersonnel Committee

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved upon roll call vote. He explained the report contained a list of qualified county high school teachers that are teaching embedded courses at their respective schools.

Personnel Report
ApprovedMiscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, December 6, 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 -
December 6, 2018President's Report

President's Report

Dr. Larson introduced Dr. Toni Clay, Assistant Vice President of Academic Affairs, who discussed the Honors by Contract Program and shared a video promoting the program. The video was created as a recruitment tool, which is currently airing on OCC's TV station and is being used for promotion at county high schools.

Ms. Jan Kirsten, Executive Director of College Relations, shared the video and flyer promoting the Community College Opportunity Grant Program. A website landing page has been developed directing potential and current students that may be eligible for the program. Dr. Racioppi shared there have been 860 current students and approximately 8,200 former students identified who appear to meet the criteria and will be contacted with information. Ms. Kirsten thanked Ms. Kayci Clayton, Manager of Grants, for her work in bringing the grant to OCC.

Dr. Larson introduced Mr. Fall and Mr. Hatem Akl, Interim Associate Vice President of e-Learning and Learning Enterprises, who, together with Dr. Larson and Dr. Maysa Hayward, Assistant Vice President of International Programs, attended the 2018 Association of Community College Trustees (ACCT) Leadership Congress on October 26, 2018, in New York City. Mr. Fall explained the program presented, "Into Egypt: Carrying the Mission and Culture of the Contemporary American Community College Model to Northern Africa," was very well received. Mr. Akl thanked Mr. Fall and Dr. Larson for their support.

Mr. Akl reported that the recent performances held on campus by the National Dance Troupe of Alexandria, Egypt, on October 21 and 22, 2018, were very well attended by delegates of the Egyptian Consulate and Embassy. Mr. Akl thanked everyone on campus who helped bring culture from Egypt to campus.

Dr. Ali Botein-Furrevig, Director of the Ocean County College Center for Holocaust, Genocide, and Human Rights Education, extended an invitation to all present to celebrate the opening of the new home of the Center immediately following today's meeting and to view its first exhibit, "Modern Genocides: Why We Can't Remain Silent in the Face of Evil, Hatred, and Ethnic Cleansing."

Dr. Larson discussed his upcoming trip to Egypt, November 10 through 18, 2018, where he and Mr. Akl, will be joined by Dr. Hayward, and Dr. Joel Bloom, President of NJIT. On November 14, 2018, Mr. Thomas Goldberger, Charges d'Affaires, U.S. Embassy in Egypt, will host a reception at his residence for Dr. Larson and Dr. Bloom. On November 16, 2018, Dr. Bloom and Dr. Larson will present at the 2018 Egypt Entrepreneurship Summit in Luxor, "New Trends in Entrepreneurship in Higher Education." The Board will be updated upon their return.

Dr. Larson invited everyone to attend the Veteran's Day ceremony that will be held on Friday, November 9, 2018, at noon at the Veterans Memorial on the College mall.

Mr. Dasti and Mr. Peterson discussed the ceremony they attended with Dr. Larson on Wednesday, October 31, 2018, to dedicate the Berkeley Island Park as the John C. Bartlett, Jr., County Park at Berkeley Island. It was an honor to attend the ceremony honoring Mr. Bartlett, who is the longest serving Freeholder in the State and a great friend to Ocean County College.

Dr. Larson introduced Dr. Steve Kubow, Acting Associate Vice President for Kean Ocean, who shared Kean is also working on the recent State legislation regarding baccalaureate degrees requiring a maximum of 120 credits for completion. Dr. Kubow distributed the first joint Kean Ocean publication, which will be available at the NJEA Convention.

Mr. Kenneth Malagiere, Executive Director of the Ocean County College Foundation, thanked the Trustees for their support of the Foundation Golf Outing which took place on October 9, 2018. The event was a great success and helped to raise money for scholarships to support our students.

Dr. Henry Jackson, Executive Director of Academic Success, invited the Trustees to the Center for Academic Success on November 13, 2018, from 12:30 pm to 2:30 pm, as they host zSpace Technologies on the campus of Ocean County College. zSpace combines elements of Augmented and Virtual Reality to create lifelike experiences that encourage educational curiosity.

Mr. Dasti shared that Dr. Larson was selected by the Jersey Shore Council of the Boy Scouts of America to receive the Ocean Distinguished Citizen Award on Tuesday, December 11, 2018.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Thursday, December 6, 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

With no further comments from the Board members or the public, the meeting adjourned at 2:00 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President