

May 2021

## FINANCE COMMITTEE

Contact VP Sara Winchester x2062 for specific information

The following was accepted:

- The statement of income and expenditures as of April 30, 2021
- A \$150,000 grant award from the New Jersey Department of Children and Families, Division on Women, to provide funding for services to meet the needs of displaced homemakers in Ocean County by fostering the development of career and employment skills and educational opportunities so clients and their families can become economically self-sufficient. Project Director: Dr. Kate Pandolpho, Director of Counseling and Student Development Services. Project Period: July 1, 2021, through June 30, 2022.

The following resolutions were adopted:

- For professional support services for the implementation and support of new Colleague Finance and Colleague Student Advisory Service subscription software from August 1, 2021, through July 30, 2022, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College
- For the purchase and installation of video conferencing equipment for the Conference Center funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College
- For the first year of a two-year contract for chiller maintenance services from July 1, 2021, through June 30, 2022, at Ocean County College
- For a one-year contract for the purchase of miscellaneous electrical supplies from July 1, 2021, through June 30, 2022, for use at Ocean County College
- For the award of a one-year contract with a second-year contract option for professional economic modeling program services from June 1, 2021, through May 31, 2022, on behalf of the New Jersey County College Joint Purchasing Consortium, with Ocean County College serving as the lead agency, through the New Jersey Council of County Colleges
- For the renewal of the Kaspersky security license from July 1, 2021, through June 30, 2022, through the Omnia Partners Cooperative Purchasing Program for use at Ocean County College
- For the purchase of online marketplace products for various departments from July 1, 2021, through June 30, 2022, through the Omnia Partners Cooperative Purchasing Program for use at Ocean County
- For the purchase of a forklift for use by the Facilities Department through the Sourcwell Cooperative Purchasing Program at Ocean County College
- For a one-year contract for planned maintenance and inspection services for the refrigeration of

Office of Information Technology equipment from July 1, 2021, through June 30, 2022, at Ocean County College

- For the renewal of the annual licensing fee for the 25Live Software System from July 1, 2021, through June 30, 2022, at Ocean County College
- For a professional grant services evaluator for the Veteran Affairs federal grant project from February 1, 2021, through December 31, 2024, at Ocean County College
- For a one-year renewal from June 26, 2021, through June 25, 2022, of the campus-wide digital signage software subscription license through the Omnia Partners Cooperative Purchasing Program at Ocean County College
- For a one-year contract for the purchase of electric generation supply services, with Ocean County College as the lead agency, through the County College Energy Consortium (CCEC) at Ocean County College
- For the purchase and installation of electrical outlets in classrooms to support hybrid instruction at Ocean County College
- For the e-commerce annual volume fee for all online financial transactions from July 1, 2021, through June 30, 2022, at Ocean County College
- For professional electrician services from July 1, 2021, through June 30, 2022, on an as needed basis at Ocean County College
- For a twelve-month renewal contract for Horizon View/VM Ware Virtualization Software and support from July 1, 2021, through June 30, 2022, for use at Ocean County College
- For the first year of a two-year agreement from July 1, 2021, through June 30, 2022, plus an annual inflation adjustment for professional management information services at Ocean County College
- For the purchase of new classroom lecterns to replace existing aging lecterns through the Omnia Partners Cooperative Purchasing Program at Ocean County College
- To identify a qualified pool of professional American Sign Language Interpreting and Captioning service providers to be used on an as needed basis at Ocean County College
- To identify a qualified pool of professional security consultant services to be used on an as needed basis at Ocean County College

The following were awarded:

- To Catel, Inc. for general contractor construction services for a new storage barn for the Facilities Department at Ocean County College
- To PIP Printing, Gangi Graphics and Maple Direct for first year with a second-year contract option for offset printing services from July 1, 2021, through June 30, 2022, at Ocean County College

The following were extended:

- For a contractor to assign, train, and evaluate basketball officials for the National Junior College Athletic Association (NJCAA) basketball conferences for the Region XIX and 2021-2022 basketball seasons

The following were amended:

- Additional monies to Ocean Construction, LLC, Marmora, New Jersey, for additional general contractor construction services to replace a sidewalk section at the top of the east stairs as part of the replace and repair exterior stairs project at the Library Building at Ocean County College (contract originally awarded at the March 25, 2021, Board meeting)
- Additional monies to Santorini Construction, Neptune, New Jersey, to furnish and install a high stone backsplash along the east windows of the reception desk as part of the general contractor construction services for interior renovations for the student services area of Kean University at the Gateway Building at Ocean County College (contract originally awarded at the July 23, 2020, Board meeting)
- Additional monies to Catel, Inc., Bradley Beach, New Jersey, for TMS door access control, a keyless entry system, relocation of piping, supply and install ramp over exposed pipes, installation of water bottle filling stations, install additional sidewalk, repave parking lot, as part of the general contractor construction services as part of the Student Enrollment Building at Ocean County College (contract originally awarded at the January 9, 2020, Board meeting)
- Additional monies to CDM Smith, Inc., Edison, New Jersey, for additional analysis of water quality samples collected as part of the professional ecological engineering consulting services for the Barnegat Bay Partnership at Ocean County College (contract originally awarded at the September 28, 2017, Board meeting)
- Additional monies to Aspire Technology Partners, LLC, Eatontown, New Jersey, for additional components and programming as part of the purchase and installation of equipment to implement interactive classrooms for hybrid and video instruction funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds for use at Ocean County College (contract originally awarded at the April 22, 2021, Board meeting)
- Additional monies to Krueger International, Inc., Green Bay, Wisconsin, to furnish and install full length film for three interview room windows, two conference room doors and transoms as part of the installation of administrative and classroom furniture and Lightline Wall Systems in the new Student Enrollment Building (contract originally awarded at the April 23, 2020, Board meeting)
- Additional monies to Ellucian Company, L.P., Fairfax, Virginia, for additional subscription modules as part of the one-year subscription of the Recruit SaaS software for the recruitment of prospective students at Ocean County College (contract originally awarded at the April 22, 2021, Board meeting)
- Additional monies to Barnes and Noble College Booksellers, LLC, Basking Ridge, New Jersey, to amend the agreement for costs to reconfigure and move current retail space and temporary setup for relocation during construction services at Ocean County College (contract originally awarded at the April 7, 2020, Board meeting)

## **BY LAW POLICY AND CURRICULUM COMMITTEE**

Contact Vice President Joe Konopka x2264 for specific information

Approved:

The following new policies:

- a. Policy #3111C, Personnel, Academic Staff and Faculty, General, Qualifications for Embedded Adjunct Instructors

- b. Policy #3111D, Personnel, Academic Staff and Faculty, General, Qualifications for WPE/CPE Instructors

The rescission of the following policies:

- a. Policy #3113, Personnel, Academic Staff and Faculty, General, Employment of Instructional Staff for Non-Credit Continuing and Professional Education Courses
- b. Policy #3136.2, Personnel, Academic, Compensation and Benefits, Continuing and Professional Educational Faculty Salaries

The revised policy and name change:

- a. Policy #3331, Personnel, Non-Academic, Compensation for Extra Work for Teaching Assignments to Compensation for Extra Work for Teaching Assignments – Administrator and Re-employed Retirees

#### New Courses

- 1) CSIT 124, Introduction to Programming
- 2) CSIT 175, Digital Logic and Circuits
- 3) ENGR 253, Electronic Circuits
- 4) ENGR 255, Digital Circuits
- 5) ENGR 271, Introduction to Biomechanics
- 6) ENGT 127, Introduction to Robotics
- 7) ENVI 121, Renewable Energy
- 8) ENVI 220, Life Cycle Analysis

## BUILDING AND GROUNDS COMMITTEE

Contact Assoc. VP Matthew Kennedy x7033 for specific information

Approved:

- The acceptance of the Facilities Engineering and Operations Status Report for May 20, 2021.

## PERSONNEL COMMITTEE

Contact Assoc.VP Tracey Donaldson x2150 for specific information

### EMPLOYMENT

#### Administrative

First Name	Last Name	Position	Start Date
Kencis	Kleinschmidt	Veterans Program Coordinator/Student Advisor (DOE)	6/1/21
Taylor	Kirkpatrick	Registration Services Specialist	6/7/21

#### Non-Affiliated Hourly

First Name	Last Name	Position	Start Date
Haley	Abruzzese	Enrollment Services Technician	6/1/21

### Coaches

First Name	Last Name	Position	Start Date
John	Merklin	Assistant Coach – Women's Soccer	6/1/21

### CHANGE OF STATUS

#### Non-Affiliated Hourly

First Name	Last Name	From	To	Effective Date
Audrey	Dvorak	Administrative Asst. – Nursing	Office Coordinator, School of Nursing & Health Sciences	5/31/21

#### SSA Hourly

First Name	Last Name	From	To	Effective Date
Maria	Galindo*	Administrative Asst. I – Arts & Humanities	Administrative Asst. I – Advising (Career Services)	7/1/21
Suzanne	Marquand*	Administrative Asst.	Administrative Asst. – Registrar (HUB)	7/1/21

#### Administrative

First Name	Last Name	From	To	Effective Date
Rachel	Doss-Block	Assoc. Director of e-Learning	Director of e-Learning and Learning Enterprises	5/31/21
Christina	Matuszewski	Talent Acquisition Specialist	Talent Acquisition Coordinator	5/31/21
Desiree	McSulla	Sr. HR Technician	HR Specialist, Benefits & Talent Acquisition	5/31/21

#### College Lecturer II

First Name	Last Name	From	To	Effective Date
Nancy	Rizzuto	Adjunct Asst. Professor, Math	College Lecturer II -Math	8/23/21

### RESIGNATION

#### Administrative

First Name	Last Name	Position	Effective Date
Lauren	Arduini	Academic Coach – Title III (PT)	6/30/21
Britni	Epstein	Academic Administrator – e-Learning & Learning Enterprises	5/14/21
Elizabeth	Gwynne	Academic Coach - Title III	6/30/21

**College Lecturer**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Effective Date</b>
Benny	Castillo	College Lecturer, Criminal Justice & Homeland Security Program	6/30/21

**Non-Affiliated Hourly**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Effective Date</b>
Shealyn	Manning	HVAC Technician	4/23/21

**Supportive Staff**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Effective Date</b>
Howard	Doherty	P/T Security Officer II	5/2/21
Lawrence	Pietrangelo III	P/T Security Officer II	5/16/21

**RETIREMENT****Administrative**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Effective Date</b>
Eileen	Burdge	Coordinator, Community & Displaced Homemakers Programs	8/1/21

**PRESIDENTS REPORT**

<https://www.ocean.edu/news/dr-larsons-report-to-the-occ-board-of-trustees-32/>