



BOARD OF TRUSTEES

Regular Meeting

Minutes

March 25, 2021

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Thursday, March 25, 2021, by Mr. Carl V. Thulin, Chair, via Webex.

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 2020 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on March 18, 2021, indicating this meeting would be held via Webex, as provided for by New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means during periods of emergency.

Public Meeting
Announcement

Those in attendance were Mr. Thulin, Mrs. Linda Novak, Mr. Jerry Dasti, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mr. Joseph Teichman, Mr. Steven Zabarsky, Ms. Emily Napolitano, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello. Also in attendance was Ocean County Commissioner Virginia Haines.

Attendance

The minutes of the February 25, and March 9, 2021, Board of Trustees closed session and public meetings were unanimously approved by roll call vote with an abstention from Mr. Zabarsky.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, who discussed the March 9, 2021, virtual Self-Study Preparation visit with Dr. Ellie Fogarty, OCC's Vice President Liaison from the Middle States Commission on Higher Education. Dr. Beshara-Blauth thanked the Trustees for their participation during the Board portion of the visit and shared Dr. Fogarty was impressed by the commitment of OCC's Trustees. OCC's Self-Study Design was reviewed and approved without the need of any modifications. Dr. Beshara-Blauth thanked all who were involved with the preparation of the Self-Study Design.

Presentations

Dr. Beshara-Blauth then introduced Ms. Jackie D'Amore, Senior HR Specialist for Talent and Organizational Development, and Mr. Anthony Jordan, Enterprise Applications Director, and co-chairs of the Guiding Coalition, who presented the final update for the 2020 Strategic Initiatives plan. Ms. D'Amore and Mr. Jordan highlighted notable accomplishments throughout the eight strategies of the 2015-2020 Strategic Plan and thanked everyone who served on the Guiding Coalition and Dr. Larson and the Trustees for their continued support. Dr. Larson thanked Ms. D'Amore and Mr. Jordan for their leadership and the commitment of all who served.

Finance Committee

Mr. Dasti introduced Ms. Winchester who reported that guidance has been received which allow for CARES Act and CRRSAA Funding to be used to offset lost revenue due to enrollment deficits, as well as be applied towards student debt, in addition to other costs incurred by the College that are directly related to the pandemic. Funds will continue to be used to convert classrooms in order to support interactive learning for students on campus and remotely.

Mrs. Novak called attention to the radio advertising to recruit veterans and active military to Ocean County College. Mrs. Novak is proud of the efforts by the College to continue to include veterans in the student population.

The following Finance Committee items were unanimously approved:

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| ➤ The statement of income and expenditures as of February 28, 2021, was accepted. | Income/Expenditures
Accepted |
| ➤ A resolution was adopted to enter into an agreement with the County of Ocean to receive funding through the Ocean County CARES Grant Program and direct appropriate College officials to execute the agreement in compliance with the terms and conditions of the December 10, 2020, agreement and its Clarification to the Ocean County CARES Act Agreement. | Resolution Adopted
to Enter Into an
Agreement with the
County of Ocean |
| ➤ The following contract was awarded: | Contract
Awarded |
| ➤ A maximum of \$123,200 to Ocean Construction, LLC, Marmora, New Jersey, for professional general contractor construction services to replace and repair exterior stairs at the Library Building at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted
for Contract Awards |
| ➤ A maximum of \$85,145.32, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of Cisco equipment, power supplies, and cable for the Student Enrollment Building at Ocean County College. | |
| ➤ For a one-year contract with a second-year contract option with Fox Rothschild, LLP, Philadelphia, Pennsylvania, for Title IX training and related services on behalf of the New Jersey Council of County Colleges Joint Purchasing Consortium, with Ocean County College serving as the lead agency at Ocean County College. | |

- A maximum of \$3,000,000 to SHI International Corporation, Somerset, New Jersey, for the purchase and installation of equipment to implement interactive classrooms for hybrid and video instruction through the Omnia Partners Cooperative Purchasing Program, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds for use at Ocean County College.
- A maximum of \$34,497.03 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of cafeteria furniture for the Jon and Judith Larson Student Center Seating Expansion Project at Ocean County College through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College.
- A maximum of \$35,000 to Jersey Shore Lawn and Sprinkler Construction Company, Inc., Whiting, New Jersey, for a one-year contract for landscape irrigation system winterization services and repairs from March 25, 2021, to March 17, 2022, at Ocean County College.
- A maximum of \$21,970 to Integrated Systems and Services, Inc., Eatontown, New Jersey, for repairs to the Electronic Access Control System for use by the Security Department at Ocean County College.
- A maximum of \$17,640.86 to Stockton University, Galloway, New Jersey, for authorization of the award of a subcontract agreement “Barnegat Bay 2021 Submerged Aquatic Vegetation Monitoring Project” with Stockton University, Galloway, New Jersey, for the period of March 25, 2021, through February 28, 2022, administered through the Barnegat Bay Partnership at Ocean County College.
- A maximum of \$36,470.40 to Verizon Wireless, Mount Laurel, New Jersey, for the purchase of replacement broadcasting equipment for the TV Studio through the Hunterdon County Educational Services Commission Cooperative contract, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College.
- A maximum of \$27,998.63 to B&H Photo Video Pro Audio, Inc., New York, New York, for radio campaigns targeting the military and veterans from December 1, 2020, through May 31, 2021, at Ocean County College.
- The following contract was extended:

	Contract Extended
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- For a one-year contract extension from March 1, 2021, through February 28, 2022, for the Submerged Aquatic Vegetation Monitoring project in the Barnegat Bay titled “Zostera-Ruppia Competition Mesocosm Experiment” with Stockton University, Galloway, New Jersey, (contract originally awarded at the April 7, 2020, Board meeting).

- The following contracts were amended: Contracts Amended
 - An additional \$28,053.50, for a maximum total of \$6,790,187.92, to Catel, Inc., Bradley Beach, New Jersey, for additional mechanical, electrical, and plumbing work for the Student Enrollment Building at Ocean County College (contract originally awarded at the April 25, 2019, Board meeting).
 - An additional \$33,226.50, for a maximum total of \$68,226.50, to Peterson Service, Inc., Medford, New Jersey, for an upgrade to the building automation software at Ocean County College (contract originally awarded at the April 23, 2020, Board meeting).
 - An additional \$250,000, for a maximum total of \$21,118,045.50, to Wallace Brothers, Inc., Brick, New Jersey, for a settlement agreement for the Performing Arts Academy at Ocean County College (contract originally awarded at the May 10, 2018, Board retreat).
- A budget modification was approved to increase to \$408,360 the FY 2021 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education (DOE) for the purpose of receipt of additional funding received from the DOE in November, 2020, and reduction in costs associated with events, conferences, and programming due to COVID-19 restrictions as well as reallocate \$51,390 to cover supplies and equipment for Engineering, Computer Science, Criminal Justice, Business, Nursing, and Graphic Design program to be purchased before May 30, 2021. Project Manager: Ms. Susan O'Connor, Director of the Perkins Grant and Curriculum Compliance. Funding Period: July 1, 2020, through June 30, 2021. Grant Budget Modification Approved

Bylaw, Policy, and Curriculum Committee

Dr Konopka was pleased to announce today's agenda includes the first 300 level courses for approval as part of the 3+1 partnerships with New Jersey City University and Southern New Hampshire University.

Dr. Konopka shared highlights to the partnerships with Intel and Google and Discovery Education.

Congratulations were extended to:

- Dr. Rosann Bar, Dean of the School of Business and Social Science, Mr. Sean Bips, College Lecturer II, Business, and Ms. Jan Kirsten, Executive Director of College Relations, who presented business topics to the Southern Region Chamber of Commerce, providing additional exposure of the College to the community
- Ms. Tracy Hill, Adjunct Professor of Science, whose proposal was accepted to the New Jersey City University Community College Showcase, "Two Remote Learning Tools to Increase Engagement and Participation: Nearpod & Flipgrid"
- Ms. Carolyn Showalter, Assistant Dean, School of Science, Technology, Engineering, and Mathematics, who hosted a Webex workshop on Technology Hints
- Dr. Madison Peschock, College Lecturer II, English, who held several professional development events for English Adjunct Faculty

- Mr. Ben Castillo, College Lecturer II, Criminal Justice, who will host the virtual Ocean County Police Chiefs Roundtable, sponsored by the Governmental Affairs Institute
- Dr. Amir Sadrian, Associate Vice President of Academic Affairs, for his efforts with the CircleIn app, which allows students to communicate with each other outside of the classroom. 24,000 items have been exchanged and 200 gift cards have been awarded to students for their participation in the program
- The following items, as accepted by the College Senate at its meetings on September 17, 2020, February 18, and March 4, 2021, were approved unanimously upon roll call vote:
 - Revised Policies
 - Policy #5154, Students, Academic Standards, Grades and Scholastic Honors
 - Policy #5156, Students, Academic Standards, Unsatisfactory Academic Progress
 - Revised Program
 - Associate in Arts in Liberal Arts Degree, Psychology Option
 - New Courses
 - ACCT 390, Accounting Information Systems
 - BUSN 300, Organizational Theory and Practice
 - BUSN 301, Human Resource Management
 - BUSN 311, Consumer Behavior
 - BUSN 312, Marketing Communications
 - ECON 300, Money and Banking
 - INTR 288, Internship – Introductory
 - INTR 289, Internship – Advanced
 - SOWK 191, Foundations of the Community Health Worker
 - SOWK 192, Introduction to Community Healthcare Practice
 - SOWK 300, Human Services Organization Systems
 - SOWK 301, Public Policy and Advocacy
 - Revised Course and Course Title
 - CRIM 255, Criminal Law and Procedures to Criminal Law and Procedure

Buildings and Grounds Committee

Mrs. Novak provided an update on the following projects: the Performing Arts Academy and Kean Gateway renovation projects are now complete. The Student Enrollment Building ribbon cutting ceremony will take place following the June 24, 2021, Board of Trustees meeting. The Bookstore/Cafeteria expansion will begin shortly. Discussions to renovate the Library space are underway to best service students and the community. In addition, handicap parking for the Gateway Building will be reviewed in order to be more accessible to the building entrance. Lastly, signage is being reviewed for the North Bay and Buckwald Drive entrances for better visibility.

- The Buildings and Grounds Committee Report for March 25, 2021, was unanimously accepted upon roll call vote.

Building/Grounds Report Accepted

Personnel Committee

Mr. Leone shared negotiations with the Faculty Association continue. Each party has submitted informational briefs to the Fact Finder, Mr. Richard Gwin and await his response. Mr. Leone then acknowledged, with regret, the resignation of Mr. Michael Bruno, Director of Facilities Planning, and the upcoming retirement of Mrs. Nancy Heroy, Foundation Program Assistant. Mr. Bruno and Mrs. Heroy will be greatly missed.

Mr. Leone presented the Personnel Report, which was unanimously approved upon roll call vote.

Personnel Report Approved

Miscellaneous

The following meetings were scheduled:

Meetings Scheduled

Thursday, April 22, 2021	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
	11:00 a.m.	Personnel Committee
	11:30 a.m.	Closed Session
	12:30 p.m.	Regular Public Monthly Meeting

President’s Report

Dr. Larson welcomed County Commissioner Virginia Haines, OCC’s Commissioner Liaison. President’s Report

Dr. Larson expressed his sincere appreciation to the Ocean County College community for all that has been and continues to be done to assist students. Dr. Larson and Dr. Racioppi then recognized Mr. Ryan Luurtsema, Assistant Director of the Veterans and Military Resource Center, who was selected as a G.I. Jobs 2021 Veteran Champion of the Year in Higher Education by VIQTORY, a military marketing company. Mr. Luurtsema was one of nineteen honored for advocating for the advancement of veterans through higher education with an anonymous nomination.

Ms. Winchester shared Commencement week events will be held on the Gateway Building mall as follows:

- Nursing Pinning Ceremony - Tuesday, May 25 – 5:00 p.m.
- Awards Ceremony - Wednesday, May 26 – 5:00 p.m.
- Commencement Ceremony – Thursday, May 27

OCC's 2021 Commencement will be split into two ceremonies. Graduates with last names starting with A-L will attend a 10:00 a.m. ceremony, and graduates with last names starting with M-Z will attend a 2:00 p.m. ceremony. In order to maintain proper social distancing and to adhere to maximum event capacity based on the Governor's Executive Orders for outdoor ceremonies, only two guests may accompany each graduate. The events will be streamed live for the enjoyment of additional family and friends, as well as College staff and faculty.

Ms. Winchester then shared that the Return to Campus Committee is in the planning stages of a project to equip many classrooms with video and audio technology which will allow students to connect synchronously to the class lecture, while some students will be able to return to the Toms River campus this Fall. Capacity limits will be set for each classroom in accordance with State guidelines. In addition, a plan will be developed for the return of staff and faculty with each of the vice presidents considering the most efficient and effective work schedules for their area.

Dr. Racioppi provided an update on Spring enrollment. He reported that enrollment is currently down 15.6% for the Spring semester. Efforts in the summer will focus on outreach to those returning students who have not registered due to the pandemic and new students (both high school graduates and non-traditional students). Dr. Racioppi reported that the number of FAFSA applications received for 2021/22 has improved from last year, and is encouraged by this information. Dr. Racioppi explained that focusing on retention of existing students will be a priority.

Mr. Leone thanked Dr. Racioppi and the Student Affairs team for their continued recruitment efforts.

Dr. Racioppi then provided an update on employee- and student-reported COVID exposures for the Spring semester, none of which are related to the OCC campus.

Dr. Larson introduced Dr. Jessica Adams, Acting Associate Dean of Kean Ocean, who shared Dr. Lamont Repollet, President of Kean University, reaffirmed his interest to travel to Egypt with Dr. Larson as soon as COVID travel restrictions are lifted. In addition, Dr. Repollet supports the five-year Kean Ocean Strategic Plan, which is in the final phase of approvals and will be shared on the Kean Ocean website.

Dr. Adams reported that Michael Salvatore, Ph.D., has joined Kean University as Senior Vice President for Administration, and Joseph Youngblood, Ph.D., as Senior Vice President for External Affairs. Lastly, a national search is underway for Provost and Vice President of Academic Affairs upon the upcoming retirement of Dr. Suzanne Bousquet.

Dr. Adams also shared work continues with Dr. Konopka, Dr. Bar, and OCC's Academic Advising department on a 3+1 in Exercise Science and explained the potential for this program to continue through to the Master level with Kean University as a 3+3 program at Kean Ocean.

Lastly, Dr. Adams explained tenured track faculty at Kean Ocean continues to expand.

Dr. Larson is proud of the partnership with Kean University, which is OCC's most valuable partnership.

Dr. Larson introduced Mr. Kenneth Malagiere, Executive Director, OCC Foundation, who discussed upcoming events, including the Blauvelt Speaker Series. Tickets for these events continue to be available through the Grunin Center website. Foundation Graduating Scholarship applications are open and Fall semester applications will open in May. The hybrid 2021 Scholarship Celebration will be held on Friday, June 18, at 6:00 p.m. Mr. Malagiere shared that the event has currently raised over \$100,000 to support Ocean County College students.

Mr. Malagiere explained work continues on the Social Justice Academy, funded by the Grunin Foundation, to promote social justice education and curriculum development efforts in Ocean and Monmouth Counties with all institutions of higher education in both counties participating.

Mr. Malagiere commended Ms. Jaclyn Wood, Education and Community Engagement Coordinator, for her efforts with the Teen Arts Festival.

Mr. Malagiere and the Trustees then extended their appreciation and best wishes to Ms. Heroy.

Dr. Larson shared a virtual “Conversation with the Trustees” will be held on Friday, April 16, at 12:30 p.m., and thanked Commissioner Haines for attending today’s meeting.

With no further comments from the Board members or the public, the meeting adjourned at 1:40 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President