



## **BOARD OF TRUSTEES**

### **Public Retreat/Meeting**

#### **Minutes**

**October 7, 2021**

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:16 p.m. on Thursday, October 7, 2021, by Mrs. Linda Novak, Vice Chair, presiding in Mr. Carl V. Thulin's absence, in the Conference Center and 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 October 1, 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: Mrs. Novak, Mr. Jerry Dasti, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Steven Zabarsky, Ms. Josephine O'Grady, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President of Finance and Administration Sara Winchester, and Mrs. Connie Bello. Also, in attendance were Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, Ms. Sheenah Hartigan, Executive Director, Enrollment Services, Dr. Kathleen Mohr, Assistant Director, Enrollment Services, Dr. Gerald Racioppi, Vice President, Student Affairs, and Dr. Heidi Sheridan, Dean of the School of Arts and Humanities,

Attendance

#### Finance Committee

Mr. Dasti presented the Finance Agenda, which was approved upon unanimous roll call vote.

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted  
for Contract Awards

- A maximum of \$40,000 to Apple Computer, Inc., Atlanta, Georgia, for the purchase of Apple computers and accessories from October 7, 2021, through June 30, 2022, through the Educational Services Commission of New Jersey (ESCNJ) for use at Ocean County College.

- A maximum of \$30,000 to SHI International Corporation, Somerset, New Jersey, for the purchase of chromebooks to replace existing classroom chromebooks to be provided to students with technology needs, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, through the NJEDGE EdgeMarket Contract at Ocean County College.
- A maximum of \$125,000 to Hegazy and Associates, Houston, Texas, for a one-year contract for international human resources and payroll services from September 24, 2021, through September 23, 2022, in conjunction with Ocean County College's projects and activities in Egypt.
- A maximum of \$35,704.76 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a one-year contract for an Imagicle call analytics monitoring and reporting system, from October 7, 2021, through October 6, 2022, 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 \$117,586.98 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase and installation of video display and conferencing equipment, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, for use in the Technology Building at Ocean County College.
- A maximum of \$116,776.56 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of Cisco network switch upgrades, funded through the Higher Education Emergency Relief Fund (HEERF), to provide increased bandwidth capabilities and virtualization options at Ocean County College.
- A maximum of \$29,470.73 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of Cisco network switch upgrades, funded through the Higher Education Emergency Relief Fund (HEERF), for remote simulation programs in the Nursing program at Ocean County College.
- A maximum of \$624,000 to KBS, Oceanside, California, for a ten-week contract, with an optional additional six-month extension, for supplemental custodial services of classrooms, offices, and public areas from October 18, 2021, through December 31, 2021, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, at Ocean County College.
- A maximum of \$270,457.75 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase and installation of audio-visual equipment upgrades, funded through the Higher Education Emergency Relief Fund (HEERF), for conference rooms in the H. Hovnanian Health Sciences, Facilities Management, Library, Jon and Judith Larson Student Center, and Instructional Buildings at Ocean County College.

- A maximum of \$19,589.40 to NetQ Multimedia Company, Freehold, New Jersey, for the purchase and installation of data cables and cabling service, funded through the Higher Education Emergency Relief Fund (HEERF), to support remote simulation programs in the Nursing program at Ocean County College.
- The following contracts were amended: Contracts Amended
  - An additional \$1,500, for a maximum total of \$24,000, to Patron Manager, LLC, New York, New York, for the addition of virtual events to the third year of a five-year contract for a Box Office Ticketing System for the Theatre and Planetarium at Ocean County College (contract originally awarded at the July 22, 2021, Board meeting).
  - An additional \$426,000, for a maximum total of \$606,000, to Brio Systems, Inc., Somerville, Massachusetts, for additional COVID testing and vaccination record-keeping, funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds, for students, faculty, and staff, at Ocean County College (contract originally awarded at the August 26, 2021, Board meeting).
  - An additional \$1,666, for a maximum total of \$128,684, to Ocean Construction, LLC, Marmora, New Jersey, for additional general contractor construction services to replace a sidewalk section on the west 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).

#### Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

- Revised Policy Revised Policy
  - Policy #3317, Personnel, Non-Academic Staff, General, Remote Work

Dr. Larson introduced Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, and Dr. Heidi Sheridan, Dean of the School of Arts and Humanities, Middle States Co-Chairs, who updated the Trustees on the Middle States Self-Study process. Dr. Sheridan shared that the working groups are currently writing the Self-Study report to be submitted prior to the Middle States Peer Review visit in April 2023. Dr. Beshara-Blauth explained to the Trustees the peer review process and the Commission's selection of the evaluation team.

Mrs. Novak commended Dr. Beshara-Blauth and Dr. Sheridan for their work in the process keeping the Steering Committee on track.

Dr. Beshara-Blauth then discussed the Board Self-Assessment and explained the connection to the evaluation and the importance of Trustee involvement to the Self-Study process.

Dr. Gerald Racioppi, Vice President of Student Affairs, announced that all Ocean County High Schools are participating in the Pathways Program and commended Ms. Sheenah Hartigan, Executive Director of Enrollment Services, and Mr. James Hauenstein, Director, Southern Education Center, for their efforts in finalizing the last remaining high school.

Dr. Racioppi then introduced Ms. Hartigan and Dr. Kathleen Mohr, Assistant Director of Enrollment Services, who discussed ways the HUB will utilize Ellucian's CRM system to assist students and aid in retention and persistence by providing necessary help as needed throughout the semester, which is supported by the Title III grant. Ms. Hartigan and Dr. Mohr explained the team approach using cross-trained success coaches utilizing intentional contact using multiple modalities as reported through the CRM system.

With no further comments from the Board members or the public, the meeting adjourned at 1:30 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President