

November 2021

## **FINANCE COMMITTEE**

Contact Executive Vice President Sara Winchester x2062 for specific information

The following was accepted:

- The statement of income and expenditures as of September 30, 2021

The following were awarded:

- To Ed-O Insulation Company, Inc. for an eight-month contract with a second-year option for fiberglass pipe and metal heating, ventilation, and air conditioning (HVAC) duct insulation services at Ocean County College
- To Galassini-Oliver LLC dba Cunningham Piano Company for the purchase of an organ for the School of Arts and Humanities for use in classroom settings and on the Grunin Center stage at Ocean County College
- To Berry, Sahradnik, Kotzas, & Benson P.C. for the second-year of a two-year contract for legal services at Ocean County College
- To H2M Architects & Engineers Inc. for professional engineering services for a feasibility study of the HVAC system of the Gateway Building at Ocean County College

The following resolutions were adopted:

- For the purchase and installation of computer classroom chairs and additional furniture for the Student Enrollment Building through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract, funded through the Higher Education Emergency Relief Fund (HEERF) at Ocean County College
- For SimCapture Enterprise Cloud Bundle license for web-based simulation training and management for use by the Nursing Department at Ocean County College
- For employment counseling training services to be offered through the Continuing and Professional Education Department at Ocean County College
- For youth peer outreach support training services to be offered through the Continuing and Professional Education Department at Ocean County College
- For an expansion of the wireless network bandwidth capabilities funded through the Higher Education Emergency Relief Fund (HEERF) at Ocean County College
- For the purchase and installation of outdoor benches and tables funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College
- For the purchase of a Ford F150 truck through the Sourcewell Cooperative Purchasing Program for use by the Facilities Department at Ocean County College

- For the purchase and installation of sports field netting through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College
- For the second year of a two-year agreement for street sweeping services from January 1, 2022, through December 31, 2022, at Ocean County College
- For a one-year contract from December 2, 2021, through December 1, 2022, for an automated applicant tracking management system and Lightweight Directory Access Protocol for use by the Human Resources Department at Ocean County College
- For the purchase of two electric vehicles through the Omnia Partners Cooperative Purchasing Program for use by the Office of Information Technology at Ocean County College
- For COVID-19 vaccine verification, testing and lab results, and contact tracing system software for use at Ocean County College
- For the purchase of anti-malware protection upgrade software for the CISCO network funded through the Higher Education Emergency Relief Fund (HEERF) for use at Ocean County College
- For the Technology Building roof replacement project through the Education Services Commission of New Jersey (ESCNJ) cooperative contract at Ocean County College
- To authorize participation in The Interlocal Purchasing System (TIPS) at Ocean County College
- For a twelve-month agreement with a second year option for the purchase of Athletic Uniforms and Apparel to be utilized by New Jersey's community colleges from November 4, 2021, through November 3, 2022, through the New Jersey Council of County Colleges Joint Purchasing Consortium (JPC), with Ocean County College serving as the lead agency

The following were amended:

- Additional monies to Automated Building Controls, Neptune, New Jersey, for additional repair and replacement of HVAC equipment as part of the first year with a second-year contract option for the operation and maintenance of the energy management system at Ocean County College (contract originally awarded at the April 22, 2021, Board meeting)
- Additional monies to Economic Modeling, LLC (EMSI), Moscow, Idaho, for renewal of the EMSI Analyst Software License as part of the professional economic modeling services through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College (initial contract was under threshold and did not require Board approval)
- Additional monies to UCEDA Institute, Inc., Paterson, New Jersey, for non-credit English as a Second Language (ESL) instruction through the Continuing and Professional Education Department at Ocean County College (initial contract was under threshold and did not require Board approval)
- Additional monies to Pocket Nurse, Monaca, Pennsylvania, for the purchase of additional Nursing Skills lab cabinets and face shields for use by the Nursing and Continuing and Professional Education Departments through the Omnia Partners Cooperative Purchasing Program at Ocean County College (contract originally awarded at the August 26, 2021, Board meeting)
- Additional monies to JRS Architect, P.C., Princeton, New Jersey, for revisions to the architectural and engineering design services for a pole barn and storage building at Ocean County College (contract originally awarded at the December 10, 2020, Board meeting)

- Additional monies to Safe-T EMS and Safety Training, LLC, Morganville, New Jersey, to provide in-person instruction for CPR/AED/Basic First Aid Courses funded by the Work Readiness Assistance Program (WRAP) Grant through the Continuing and Professional Education Program at Ocean County College (initial contract was under threshold and did not require Board approval)
- Additional monies to CDW Government, Inc., Vernon Hills, Illinois, for additional audio video equipment and peripherals, on an as needed-basis through the Educational Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College (contract originally awarded at the August 26, 2021, Board meeting)
- Additional monies to Dell Marketing, LLP, Round Rock, Texas, for additional Dell computers, parts, and supplies as needed for the repair of existing computers funded through the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief funds at Ocean County College (contract originally awarded at the April 22, 2021, Board meeting)
- Additional monies to Penn Foster, Inc., Scranton, Pennsylvania, to provide online customer service and sales credentials for participants in the Work Readiness Assistance Program (WRAP) funded through the WRAP grant for the Continuing and Professional Education Department at Ocean County College (initial contract was under threshold and did not require Board approval)

The following were rejected:

- The bids for Fire Prevention and Fire Control Equipment at Ocean County College, received on October 5, 2021, in accordance with New Jersey Statute 18A: 18A-22.a, as the lowest bid substantially exceeds the cost estimates for the goods or services
- The bids for Grunin Center Boiler Replacement, Thermostats, Air to Water Heat Pump Installation at Ocean County College, received on October 20, 2021, in accordance with New Jersey Statute 18A: 18A-22.d, in order to substantially revise the specifications for goods or services.

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

Contact Vice President Joe Konopka x2264 for specific information

Approved:

The following new program options to the Associate in Science Degree in Advanced and Continuous Studies:

- a. Accounting Option aligned with New Jersey City University
- b. Marketing Option aligned with New Jersey City University
- c. Management Option aligned with New Jersey City University
- d. Human Services/Addictions Counseling Option aligned with Southern New Hampshire University

Rescinded Policy

Policy #5320, Students, Tuition and Fees, College/Student Fee

Obsolete Course

ENGR 252, Electrical Engineering II

# BUILDING AND GROUNDS COMMITTEE

Contact Interim Associate Vice President James Calamia x2066 for specific information

Approved:

- The acceptance of the Facilities Engineering and Operations Status Report for November 4, 2021.

# PERSONNEL COMMITTEE

Contact Associate Vice President Tracey Donaldson x2150 for specific information

## EMPLOYMENT

### Academic

First Name	Last Name	Position	Start Date
Kimberly	Gabuardi	Adjunct Assistant Professor – Arts & Humanities	10/25/21
Jee Sun	Lee	Adjunct Assistant Professor – Applied Music	11/15/21

### Administrative

First Name	Last Name	Position	Start Date
Dori	Londres	Marketing & Communications Writer/Editor	11/15/21
Katherine	Moreno	Coordinator of Student Basic Needs, OSHE (PT)	11/15/21
Elizabeth	Norman	Academic Coach – Title III	11/15/21
Meredith	Riddle	Assistant Dean – e-Learning	11/29/21
Ellen	Stipo	Program Director, Technical Education & Perkins Programs	12/6/21
Erik	Stratton	Education & Community Engagement Coordinator	11/15/21

### Non-Affiliated Hourly

First Name	Last Name	Position	Start Date
Nicola	Nelson	Enrollment Services Technician (PT)	11/15/21

### Nursing Clinical Instructors

First Name	Last Name	Position	Start Date
Carolyn	McDowell	Nursing Clinical Instructor	11/15/21
Karolina	Piwnica	Nursing Clinical Instructor	11/15/21
Arbie Marie	Ramos	Nursing Clinical Instructor	11/15/21

### Professional

First Name	Last Name	Position	Start Date
Danielle	Budden	Asst. Coach – Softball	11/15/21
Kyle	Lindberg	Asst. Coach – Lacrosse (Men's)	11/15/21

### Supportive Staff

First Name	Last Name	Position	Start Date
John	Hennessy	Security Officer II	11/15/21
Guy	Jackson	Security Officer II	11/8/21

### CHANGE OF STATUS

#### Administrative

First Name	Last Name	From	To	Effective Date
Briana	Ferlisi	Temp, Professional Tutor I (TRIO)	Student Support Services Project Specialist (TRIO)	11/15/21
Frank	Tino	PT Security Officer II	Lieutenant-Security (PT)	11/15/21

#### Non-Affiliated Hourly

First Name	Last Name	From	To	Effective Date
Ryan	Kelly	Help Desk Technician	PC Technician	11/15/21
Malia	Padalino	Information Access Technician (PT)	Information Access Technician	11/15/21
Joseph	Pasieka	Security Officer II	General Building Maintenance Technician	12/6/21

### PROMOTION

#### Administrative

First Name	Last Name	From	To	Effective Date
Matthias	Banner	Sr. Buyer	Assistant Director, Purchasing & Payables	11/15/21
Nicolaus	Burr	Social Media Web Developer	Social Media Coordinator	11/15/21
Christine	Healey	Director, Purchasing & Payables	Executive Director, Procurement & Compliance	11/8/21

### RESIGNATION

#### Academic

First Name	Last Name	Position	Effective Date
Gail	Flanagan	Adjunct Asst. Professor-Social Science	12/30/21

## Administrative

First Name	Last Name	Position	Effective Date
Eric	Daniels	Educational Technologist	10/15/21
John	Lopez	Director of College Safety & Security	1/1/22
Megan	Miskin	Student Support Services Program Director	11/5/21
Justin	Zutski	Manager, Apprenticeship Programs	10/29/21

## Non-Affiliated Hourly

First Name	Last Name	Position	Effective Date
Michele	Marcum	Sr. Student Services Technician	10/22/21

## RETIREMENT

## Academic

First Name	Last Name	Position	Effective Date
Donald	Symanski	Adjunct Assistant Professor – Business	6/1/22

## Administrative

First Name	Last Name	Position	Effective Date
Thomas	Murasky	Virtual Desktop Administrator	2/1/22

# PRESIDENTS REPORT

<https://www.ocean.edu/news/dr-larsons-november-2021-report-to-the-occ-board-of-trustees/>

### Election of Officers

1. Chairperson - Jerry J. Dasti
2. Vice Chairperson – Linda L. Novak
3. Secretary – Stephan R. Leone
4. Treasurer - Frank J. Dupiganc, Jr.

### Newly elected Chairperson assumes chair

#### C. Designation of Committee Membership

(As appointed by the Chair)

to be presented at the December 16, 2021, Board meeting)

- D. Designation of the fourth Thursday of each month for the regular monthly meeting of the Board of Trustees at 12:30 p.m., in the Conference Center, except as noted;

**should the meetings be held remotely, specific access information will be distributed in advance of the meeting date:**

Thursday, December 16, 2021 (third Thursday)  
Thursday, January 27, 2022  
Thursday, February 24, 2022  
Thursday, March 24, 2022  
Thursday, April 28, 2022  
Thursday, June 2, 2022  
Thursday, June 30, 2022  
Thursday, July 28, 2022  
Thursday, August 25, 2022  
Thursday, September 22, 2022  
No October meeting  
Thursday, November 3, 2022 (first Thursday)  
Thursday, December 8, 2022

E. **Designation of the following days for Board Retreats at 12:00 noon in the Conference Center, except, as noted; should the meetings be held remotely, specific access information will be distributed in advance of the meeting date:**

Thursday, January 13, 2022  
Thursday, February 10, 2022  
Thursday, April 14, 2022  
Thursday, July 14, 2022  
Thursday, October 13, 2022

F. **Designation of Depositories**

OCEAN COUNTY COLLEGE  
SUMMARY OF CASH DEPOSITORIES

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**SANTANDER BANK**

940 Fischer Boulevard  
Toms River, New Jersey 08753

1. General Checking
2. Student Life
3. Investment- Money Market
4. Restricted Fund Checking
5. Section 125
6. Payroll
7. International

Services:

1. Direct Deposit
2. Automated Account Reconciliation

3. Foreign Drafts
4. Credit Card Service
5. Wire Transfer
6. Positive Pay
7. ACH Protection
8. Remote Deposit

### **INVESTORS BANK**

130 N County Line Rd.  
Jackson, New Jersey 08527

1. Investment – Money Market
2. Checking Account – Capital

### **OCEAN FIRST**

975 Hooper Avenue  
Toms River, New Jersey 08753

1. Investment Account

### **UBS FINANCIAL**

100 Overlook Center, Ste 100  
Princeton, NJ 08540-5270

1. Investment Account

### **LAKELAND BANK**

250 Oak Ridge Road  
Oak Ridge, NJ 07438

1. Investment Account – Money Market

### **STATE OF N.J. CASH MANAGEMENT FUND**

C/O State Street Bank and Trust  
P.O. Box 5994  
Boston, MA 02206-5994

1. Purchase of Money Market Shares:  
NJ Employment Security Agency

### **METLIFE**

One Financial Center  
Boston, MA 02111

1. Investment Account