



BOARD OF TRUSTEES

Regular Meeting

Minutes

November 4, 2021

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:45 p.m. on Thursday, November 4, 2021, immediately following the Reorganization Meeting by Mr. Jerry Dasti, Chair, in the Conference Center and via Webex. The Pledge of Allegiance was recited by all present. 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 2021 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on October 28, 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. Dasti, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Carl V. Thulin, Mr. Stephen Zabarsky, Ms. Josephine O'Grady, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, Commissioner Virginia Haines, and Mrs. Connie Bello. Attendance

The minutes of the August 26, 2021, Board of Trustees closed session and public meetings were approved by roll call vote, with abstentions from Mr. Muller and Mr. Thulin. Minutes Approved

Presentations

Dr. Larson introduced Dr. Amir Sadrian, Associate Vice President of Academic Affairs, and Ms. Brianna DeCicco, Associate Director of Academic and Tutoring Support Services, who discussed the services offered by the Tutoring Center, the increase in number of students using the center, and persistence of students who take advantage of tutoring services. Presentations

As part of the Ellucian CRM, Advise, Dr. Sadrian explained faculty will be able to notify Tutoring Services when a student is in need and can benefit from assistance.

Ms. DeCicco explained services consist of the Writing Center, STEM Center, General Tutoring Center, and Peer Assisted Learning, offered in-person, online synchronous or asynchronous sessions. Students are encouraged to receive tutoring early and often.

Finance Committee

Ms. Winchester presented the Finance Agenda, which was approved upon unanimous roll call vote.

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| ➤ The statement of income and expenditures as of September 30, 2021, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts
Awarded |
| ➤ A maximum of \$41,092.90 to Ed-O Insulation Company, Inc., Trenton, New Jersey, 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. | |
| ➤ A maximum of \$61,896, to Galassini-Oliver LLC dba Cunningham Piano Company, King of Prussia, Pennsylvania, 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. | |
| ➤ A maximum of \$40,000, to Berry. Sahradnik, Kotzas and Benson, P.C., Toms River, New Jersey, for the second-year of a two-year contract for legal services at Ocean County College. | |
| ➤ A maximum of \$59,000, to H2M Architects and Engineers, Inc., Wall Township, New Jersey, for professional engineering services for a feasibility study of the HVAC system of the Gateway Building at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted
for Contract Awards |
| ➤ A maximum of \$28,189.96 to Krueger International, Inc., Green Bay, Wisconsin, 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. | |
| ➤ A maximum of \$177,823 to Laerdal Medical Corporation, Wappingers Falls, New York, for SimCapture Enterprise Cloud Bundle license for web-based simulation training and management for use by the Nursing Department at Ocean County College. | |
| ➤ A maximum of \$35,000 to Waters and Sims Employment Services, Inc., Red Bank, New Jersey, for employment counseling training services to be offered through the Continuing and Professional Education Department at Ocean County College. | |
| ➤ A maximum of \$50,000 to Mental Health Association of NJ, Springfield, New Jersey, for youth peer outreach support training services to be offered through the Continuing and Professional Education Department at Ocean County College. | |

- A maximum of \$1,321,137.47 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for an expansion of the wireless network bandwidth capabilities funded through the Higher Education Emergency Relief Fund (HEERF) at Ocean County College.
- A maximum of \$128,440.80 to Ben Shaffer Recreation, Inc., Lake Hopatcong, New Jersey, 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.
- A maximum of \$29,000 to National Auto Fleet Group, Watsonville, California, for the purchase of a Ford F150 truck through the Sourcewell Cooperative Purchasing Program for use by the Facilities Department at Ocean County College.
- A maximum of \$31,427 to BSN Sports, LLC, Dallas, Texas, for the purchase and installation of sports field netting through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College.
- A maximum of \$31,427 to BSN Sports, LLC, Dallas, Texas, for the purchase and installation of sports field netting through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College.
- A maximum of \$30,000 to the County of Ocean, Toms River, New Jersey, 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.
- A maximum of \$60,487.82 to PeopleAdmin, Inc., Austin, Texas, 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.
- A maximum of \$35,574.60, to Vic Gerard Golf Cars, Farmingdale, New Jersey, 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.
- A maximum of \$120,000 to Medicat, LLC, Atlanta, Georgia, for COVID-19 vaccine verification, testing and lab results, and contact tracing system software for use at Ocean County College.
- A maximum of \$150,140.52, to Aspire Technology Partners, LLC, Eatontown, New Jersey, 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.
- A maximum of \$600,000 to Weatherproofing Technologies, Inc., Beachwood, Ohio, 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 contracts were amended:
 - An additional \$20,000, for a maximum total of \$46,940, 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).
 - An additional \$6,000, for a maximum total of \$20,500, 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).
 - An additional \$76,896, for a maximum total of \$91,896, 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).
 - An additional \$10,229.60, for a maximum total of \$49,929.60, 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).
 - An additional \$1,800, for a maximum total of \$31,650, 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).
 - An additional \$4,875, for a maximum total of \$20,800, 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).

Contracts
Amended

- An additional \$20,000, for a maximum total of \$60,000, 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).
- An additional \$271,154, for a maximum total of \$571,154, 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).
- An additional \$8,625, for a maximum total of \$20,125, 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 Board rejected the over-budget bid proposals 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. Bid Proposal Rejected
- The Board rejected the bid proposals for the 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 the goods or services to be rebid at a future date. Bid Proposal Rejected

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who shared, the President's Council has been notified of 3+1 program options with New Jersey City University for Business, and Southern New Hampshire University for Human Services and Addictions Counseling have been submitted.

As part of the Governmental Affairs Institute, Mr. Jason Ghibesi, College Lecturer II in Political Science, presented a lecture by Dr. Benjamin Dworkin, Director, Rowan Institute for Public Policy and Citizenship, "The State of State Politics: New Jersey's Race for Governor and Its Implications for America."

Dr. Konopka shared 13 of 15 students successfully completed the Workforce and Professional Education Community Health Worker Apprenticeship Program. The Department of Health may sponsor more programs in the future.

Dr. Konopka commended Dr. Jennifer Dellner, Professor of English, who has been named President of the Association for Interdisciplinary Studies, and Dr. Rosann Bar, Dean of the School of Business and Social Sciences; and Dr. Heidi Sheridan, Dean of the School of Arts and Humanities, who completed the Chair Academy Program, which provides Leadership Development in Higher Education.

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

- New Program Options to the Associate in Science Degree in Advanced and Continuous Studies: New Program Option
 - Accounting Option aligned with New Jersey City University
 - Marketing Option aligned with New Jersey City University
 - Management Option aligned with New Jersey City University
 - Human Services/Addictions Counseling Option aligned with Southern New Hampshire University
- Rescinded Policy: Rescinded Policy
 - Policy #5320, Students, Tuition and Fees, College/Student Fee
- The following item, as accepted by the College Senate at its meeting on October 7, 2021: College Senate
Items Approved
 - Obsolete Course Obsolete Course
 - ENGR 252, Electrical Engineering II

Buildings and Grounds Committee

Mrs. Novak shared finalized plans for the new Administration Building will be reviewed prior to the December 16, 2021, Board meeting. Completed projects include the Student Enrollment Building and cafeteria seating area expansion. A modernization of the Library is being analyzed with visits to recently renovated libraries in New Jersey and will include input from students.

Mr. Dasti thanked Commissioner Haines and the Ocean County Board of Commissioners for their continued support of the College and the new Administration Building.

- The Buildings and Grounds Committee Report for November 4, 2021, was unanimously accepted upon roll call vote. Building/Grounds
Report Accepted

Personnel Committee

Mr. Leone presented the Personnel Report, which includes a Memorandum of Understanding between the Support Staff Association and OCC for limited vacation time restoration of furloughed employees, and recognition of employees who reported to campus during the pandemic closure was unanimously approved upon roll call vote. Personnel Report
Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, December 16, 2021, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted
for Closed Meeting-
December 16, 2021

The following meetings were scheduled:

Meetings
Scheduled

Thursday, December 16, 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 introduced Dr. Racioppi, who shared Ocean County College has been identified as one of ten finalists for the prestigious Bellwether Award for the submission "Meet Reggie: the AI Chatbot Transforming Ocean County College." Dr. Racioppi will travel to San Antonio, Texas, together with Ms. Sheenah Hartigan, Executive Director of Enrollment Services, and Dr. Kate Mohr, Assistant Director of Enrollment Services, to attend the Bellwether Conference in late January 2022 as one of ten finalists competing among peer institutions. Dr. Racioppi, Ms. Hartigan, and Dr. Mohr will share the presentation with the Trustees that will be used at the January Conference following the December 16, 2021, Board meeting.

President's Report

Dr. Garcia shared Ocean County College was one of 1,000 colleges selected as the 150, and one of two New Jersey Community Colleges, eligible to apply for the 2023 Aspen Prize for Community College Excellence. Dr. Garcia explained the selection criteria and process. In addition to a monetary award, the winner and finalists receive substantial recognition in the press, among peer colleges, and within their states.

Dr. Larson introduced Dr. Racioppi, who provided an update regarding Fall enrollment. Returning stop-out students continue to positively impact enrollment, thanks to efforts by the HUB and Registration and Records, and Early College Enrollment by the Academic Success team, in addition to funding provided by the HEERF Grant.

Dr. Larson introduced Dr. Jessica Adams, Acting Associate Dean of Kean Ocean, who shared Kean University is targeting R2 Carnegie classification, as the University will engage in high research activity over the next four years. Dr. Adams announced Kean and Kean Ocean will present a hybrid model for Research days April 26 and 27, 2022, on both the Union and Ocean campuses, and invites OCC students and faculty to submit applications to participate.

Dr. Adams commended Ocean County College for its success in having 62% of graduating students pursue a Bachelor's Degree; well above the national average of 25%. Dr. Adams shared 21% of OCC's graduates pursue Bachelor Degrees at Kean Ocean.

Discussion regarding the Lampitt Law, which allows students to have a smooth transfer from a New Jersey community college to a New Jersey public four-year institution then took place.

Dr. Larson shared Kean Ocean/OCC will hold a Celebration on the Life of Dr. Steve Kubow on November 11, 2021, at 1:30 p.m. Dr. Lamont Repollet, President, Kean University, and Dr. David Birdsell, Provost and Senior Vice President, will attend.

Dr. Larson introduced Mr. Kenneth Malagiere, Executive Director, OCC Foundation, who reported Foundation Jump Start scholarships for Ocean County High School students taking OCC courses has increased to \$250 each year. In addition, scholarship opportunities are available to Workforce and Professional Education students. Spring Blauvelt Lecture Series event planning is under way, with thanks to Dr. Konopka and the Academic Deans for their assistance.

Mr. Malagiere shared Mr. David Paulus will assume the Foundation Chair.

Mr. Dasti again thanked Mr. Thulin and recognized late Freeholder John Bartlett for his continued support of Ocean County College.

With no further comments from the Board members or the public, the meeting adjourned at 2:02 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President