



**BOARD OF TRUSTEES
AGENDA**

**JUNE 2, 2022
12:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**
- V. **RECOMMEND APPROVAL OF MINUTES OF THE APRIL 28, 2022,
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC
MEETINGS** ***Bd. Action***
- VI. **PRESENTATIONS/COMMENDATIONS**
- VII. **COMMITTEES**
 - A. **Finance Committee** *(Mr. Frank Dupignac, Chairperson)
(Ms. Sara Winchester, Executive Vice President of Finance
And Administration)*

1. Recommend approval of business/finance actions as presented (Exhibit A)

Bd. Action

B. **Bylaw, Policy, and Curriculum Committee**

(Mrs. Joanne Pehlivanian, Chairperson)

(Dr. Joseph Konopka, Vice President of Academic Affairs)

1. Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B)

Bd. Action

C. **Buildings and Grounds Committee (Mrs. Linda Novak, Chairperson)**

(Mr. James Calamia, Interim Associate Vice President of Facilities Management and Construction)

1. Recommend approval of buildings and grounds items as presented (Exhibit C)

Bd. Action

D. **Personnel Committee (Mr. Stephan Leone, Chairperson)**

(Ms. Sara Winchester, Executive Vice President of Finance and Administration)

1. Recommend approval of personnel actions as presented

Bd. Action

VIII. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, June 30, 2022, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation, the results of which will be released to the public when the need for confidentiality no longer exists**

Bd. Action

IX. **PRESIDENT'S REPORT**X. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, JUNE 30, 2022**

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| 1. International Programs Committee
(as needed) | Time: 9:30 a.m.
Place: Conference Room A&B and
via Webex |
| 2. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: 9:30 a.m.
Place: Conference Room A&B and
via Webex |
| 3. Finance Committee | Time: 10:00 a.m.
Place: Conference Room A&B and
via Webex |
| 4. Buildings and Grounds Committee | Time: 10:30 a.m.
Place: Conference Room A&B and
via Webex |
| 5. Personnel Committee | Time: 11:00 a.m.
Place: Conference Room A&B and
via Webex |
| 6. Entire Board | Time: 11:30 a.m.
Place: Conference Center and
via Webex
Purpose: Caucus Meeting—Personnel,
Pending Litigation, and
Collective Bargaining |

7. Entire Board

Time: 12:30 p.m.

Place: Conference Center and
via Webex

Purpose: **Regular Public Monthly Meeting**

XI. **PUBLIC COMMENTS**

XII. **ADJOURNMENT**

This agenda includes all items that are known at this time.



BOARD OF TRUSTEES

Regular Meeting

Minutes

April 28, 2022

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:39 p.m. on Thursday, April 28, 2022, 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 April 22, 2022, 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. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Carl V. Thulin, Mr. Stephen Zabarsky, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Commissioner Virginia Haines, and Mrs. Connie Bello.

Attendance

Mr. Dasti and Dr. Larson welcomed Commissioner Virginia Haines, who is also a long serving member of the Ocean County College Foundation Board.

Mr. Dasti also welcomed Dr. Bradley Ebersole, ACCT Search Consultant, who will assist the Board and College community throughout the Presidential Search process.

The minutes of the March 24, and April 14, 2022, Board of Trustees closed sessions and public meetings were approved by roll call vote with an abstention from Mr. Muller on the April 14, 2022, minutes.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, who recognized Mr. Ralph Bertini, Television Production Director, who is retiring from his position as of June 1, 2022, after 17 years at OCC. Dr. Larson and the Trustees expressed appreciation to Mr. Bertini for being a long-time valued employee of the College, and wished him well in his retirement.

Presentations/
Commendations

Dr. Ali Botein-Furrevig, Director of the Center for Holocaust, Genocide, and Human Rights Education, discussed the travelling exhibition, "The Courage to Remember," developed by the Simon Wiesenthal Center, which will be on display in the Center and throughout the Library.

Finance Committee

The following Finance Committee items were approved upon unanimous roll call vote:

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| ➤ The statement of income and expenditures as of March 31, 2022, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts Awarded |
| ➤ A maximum of \$52,870.25 to Marlee Contractors, LLC, Hammonton, New Jersey, for the first year with a second-year contract option for professional boiler burner maintenance services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$47,845 to GPC, Inc., Millburn, New Jersey, for the first year with a second-year contract option for maintenance and materials for painting services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$18,875 to Trinity Water Solutions, Point Pleasant, New Jersey, for the first year with a second-year contract option for maintenance and materials for water treatment services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$73,750 to Unitemp, Inc., Somerset, New Jersey, for the first year with a second-year contract option for chiller maintenance services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$78,112 to McCloskey Mechanical Contractors, Inc., Blackwood, New Jersey, for the first year with a second-year contract option for professional plumbing services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$119,947.50 to the following vendors for the second-year contract option for offset printing services from July 1, 2022, through June 30, 2023, at Ocean County College: | |
| ➤ \$50,856.50 to PIP Printing, Brick, New Jersey | |
| ➤ \$69,091 to Gangi Graphics, Brick, New Jersey | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted
for Contract Awards |
| ➤ A maximum of \$20,000 to W.B. Mason Company, Inc., Secaucus, New Jersey, for the purchase of copy paper from July 22, 2022, through June 30, 2023, through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract, for use at Ocean County College. | |

- A maximum of \$45,000 to Pocket Nurse, Monaca, Pennsylvania, for the purchase of instructional and non-instructional medical supplies on an as-needed basis through the Omnia Partners Cooperative Purchasing Program for use by the Nursing and Workforce and Professional Education departments at Ocean County College.
- A maximum of \$110,000 per year for a total of \$220,000, to Office Depot, Inc., Boca Raton, Florida, for a two-year contract for the purchase of office supplies from July 1, 2022, through June 30, 2024, through the Omnia Partners Cooperative Purchasing Program for use at Ocean County College.
- A maximum of \$100,000 per year for a total of \$200,000 to Amazon Services, LLC, Seattle, Washington, for a two-year contract for the purchase of online marketplace products from July 1, 2022, through June 30, 2024, for various departments through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$75,000 to Cleary Giacobbe Alfieri Jacobs, LLC, Matawan, New Jersey, for a one-year agreement for professional legal services, special labor counsel, from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$85,000 to Consolidus, LLC, Akron, Ohio, for the second-year contract option for a professional promotional online storefront from July 1, 2022, through June 30, 2023, for the purchase of OCC-branded items through the New Jersey Council of County Colleges Joint Purchasing Consortium at Ocean County College.
- A maximum of \$24,000 to Patron Manager, LLC, New York, New York, for the fourth year of a five-year contract for a Box Office Ticketing System from July 1, 2022, through June 30, 2023, for the Theatre and Planetarium at Ocean County College.
- A maximum of \$35,000 to the Foundation for Independent Artists, Inc., New York, New York, for a four-month agreement for the engagement of "UnderScored" by Ephrat Asherie Dance at the Grunin Center to include performances, rehearsal, and workshops for the arts at Ocean County College.
- A maximum of \$109,025.12 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture for various classrooms and buildings through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract, funded through the Securing Our Children's Future Bond Act at Ocean County College.
- A maximum of \$81,359 to SHI International Corporation, Somerset, New Jersey, for a one-year contract for CrowdStrike Cybersecurity Services from May 7, 2022, through May 6, 2023, through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.

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| <p>➤ Resolutions were adopted to award the following contracts through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) with Ocean County College serving as lead agency:</p> <ul style="list-style-type: none">➤ For the second-year contract option for professional economic modeling program services from July 1, 2022, through June 30, 2023.➤ For the second-year contract option for employee and student background screening services from July 1, 2022, through June 30, 2023.➤ For the second-year contract option for a professional promotional online storefront for the purchase of college-branded items from July 1, 2022, through June 30, 2023.➤ For a one-year contract for Learning Management System licensing from July 1, 2022, through June 30, 2023, with an additional one-year contract option.➤ For a three-year contract for online proctoring services, from July 1, 2022, through June 30, 2025. | <p>Resolutions Adopted
for Contract Awards</p> |
| <p>➤ The following contracts were amended:</p> <ul style="list-style-type: none">➤ An additional \$26,000, for a maximum total of \$66,000, to TEC Elevator, Inc., Marmora, New Jersey, for additional elevator repair and maintenance services at Ocean County College (contract originally awarded at the April 22, 2021, Board meeting).➤ An additional \$20,000, for a maximum total of \$40,000, to Cintas Corporation No. 2, Mason, Ohio, for additional fire prevention services and fire control equipment at Ocean County College (contract originally awarded at the December 16, 2021, Board meeting).➤ An additional \$96,210.04, for a maximum total of \$274,033.24, to Laerdal Medical Corporation, Wappingers Falls, New York, for the purchase of simulation mannequins as part of the web-based simulation training and management for use by the Nursing Department at Ocean County College (contract originally awarded at the November 4, 2021, Board meeting).➤ An additional \$20,285.86, for a maximum total of \$67,435.70, to SHI International Corporation, Somerset, New Jersey, for expansion of the Microsoft Software Campus volume license agreement through the NJEdge Consortium at Ocean County College (contract originally awarded at the February 24, 2022, Board meeting).➤ An additional \$14,577, for a maximum total of \$52,576, to Bowman and Company, LLP, Voorhees, New Jersey, for additional professional auditing services associated with the FY21 Federal Single Audit for COVID-19 grants at Ocean County College (contract originally awarded at the August 26, 2021, Board meeting). | <p>Contracts
Amended</p> |

- An additional \$2,500, for a maximum total of \$24,000, to Townsquare Media Shore Millennium, Toms River, New Jersey, for additional advertising services on an as-needed basis for the remainder of fiscal year 2022 at Ocean County College (contract originally awarded at the December 16, 2021, Board meeting).
- An additional \$20,000, for a maximum total of \$60,000, to Apple Computer, Inc., Atlanta, Georgia, for the purchase of additional Apple computers and accessories through the Educational Services Commission of New Jersey (ESCNJ) for use at Ocean County College (contract originally awarded at the October 7, 2021, Board retreat).
- An additional \$50,000, for a maximum total of \$146,000, to Mechanical Preservation Associates, Inc., Hillsborough, New Jersey, for an upgraded induced downdraft counter flow cooling tower as part of the replacement and installation of a new cooling tower for Administration Building at Ocean County College (contract originally awarded at the January 27, 2022, Board meeting).
- An additional \$20,000, for a maximum total of \$60,000, to B&H Photo Video Pro Audio, Inc., New York, New York, for additional audio video equipment and peripherals for the remainder of fiscal year 2022 at Ocean County College (contract originally awarded at the July 22, 2021, Board meeting).
- The Board accepted a \$40,000 grant from The Andrew W. Mellon Foundation, to support a tech residency with Ephrat Asherie Dance to help develop and present their new dance piece for a school and evening performance in October 2022 and for future touring opportunities. Project Director: Ms. Jaclyn Wood, Assistant Director of Education and Community Engagement. Project Period: May 1, 2022, through October 31, 2022. Grant Award Accepted
- The Board accepted a \$13,614 grant from OSHE (Office of the Secretary of Higher Education) Career Accelerator Internship Grant Program (CAIGP) to facilitate innovative connections between students and employers for internship opportunities at Ocean County College. Project Director: Ms. Anna Regan, Executive Director of Academic Advising. Project Period: May 1, 2022, through August 31, 2022. Grant Award Accepted

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who shared Academic Affairs highlights from the President's Report and explained the American Association of Community Colleges (AACC) has invited OCC to join the AI Incubator Network, which will allow the College to have access to curriculum, train-the-trainer courses, and professional development discussions led by the AACC and our partners, Dell and Intel.

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

- Amended Board Bylaws Amended Board Bylaws
 - Bylaw #1210, Board of Trustees

- Bylaw #1215, Qualifications of Members, Terms of Office, Filing Vacancies, Compensation
- Bylaw #1220, Authority of the Board of Trustees
- Bylaw #1230, Officers of the Board
- Bylaw #1232, Officers of the Board, Terms of Office
- Bylaw #1234.1, Officers of the Board, Duties of Officers, Chairman
- Bylaw #1234.2, Officers of the Board, Duties of Officers, Vice Chairman
- Bylaw #1234.3, Officers of the Board, Duties of Officers, Secretary
- Bylaw #1234.4, Officers of the Board, Duties of Officers, Treasurer
- Bylaw #1242, Advisory Personnel
- Bylaw #1244.1, Advisory Personnel, Duties of Advisory Personnel, Counsel
- Bylaw #1244.2, Advisory Personnel, Duties of Advisory Personnel, Auditor
- Bylaw #1244.3, Advisory Personnel, Duties of Advisory Personnel, Architect/Engineer

- Revised Policy Revised Policy
 - Policy #2140, Nondiscrimination, Equal Opportunity, and Harassment

- Rescinded Policies Rescinded Policies
 - Policy #2420, Prohibition of Discrimination and Harassment in All Forms
 - Policy #2430, Sexual Assault

- The following items, as accepted by the College Senate at its meetings on April 7, and April 21, 2022, were approved unanimously upon roll call vote: College Senate
Items Approved
 - Revised Certificate Revised Certificate
 - Certificate of Completion in Photography

 - Revised Course Revised Course
 - CSIT 241, Cybersecurity Legal and Regulatory Overview

- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Ocean County College Foundation Scholarship Celebration on Friday, June 24, 2022, on the Ocean County College Campus Mall from 6:00 p.m. to 10:00 p.m. Policy #8600
Suspended

Buildings and Grounds Committee

Mrs. Novak and Mr. James Calamia, Interim Associate Vice President of Facilities and Construction, discussed the status of several projects, including the new Administration Building, Library renovation, and the Grunin Center Lobby expansion. Mrs. Novak then presented the Buildings and Grounds Committee Report for April 28, 2022, which was unanimously accepted upon roll call vote. Report Accepted

Personnel Committee

Mr. Leone shared annual salary increases for College Lecturers and non-affiliated personnel are being recommended for approval. Mr. Leone then presented the Personnel Report, which was unanimously approved as submitted upon roll call vote. Personnel Report Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meetings to be held on Thursday, June 2, 2022, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation. Resolution Adopted for a Closed Meeting

The following meetings were scheduled:

Meetings
Scheduled

Thursday, June 2, 2022	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 Ms. Carmen Mora, Coordinator Community and Displaced Homemaker Program, who shared her experience with the program as a student and previous recipient of the New Beginnings Award. Ms. Mora discussed this year's recipient, Melissa Douglas, who has demonstrated outstanding resilience and a deep commitment to the program. President's Report

Dr. Garcia discussed the Badr University Bridge Program where OCC will work with Badr on two projects, in order to prepare Egyptian students for college who are unable to pass an entrance exam. One and two-year programs are being developed.

The OCC Fact Book, which is published annually by the Office of Institutional Research in collaboration with College Relations was distributed to the Trustees. It is also available on the OCC website and tells the story of the College through data and infographics for a five-year period, from fall 2017 through fall 2021.

In the absence of Dr. Gerald Racioppi, Vice President of Student Affairs, Dr. Sheenah Hartigan, Executive Director of Enrollment Services, discussed the Open House event held on campus which hosted 268 prospective students. Dr. Hartigan thanked all members of the campus who helped make this event a success. Dr. Hartigan then provided an update regarding Summer enrollment, which is currently up by 16% and Fall enrollment, which is up by 20%.

Dr. Larson introduced Dr. Jessica Adams, Dean of Kean Ocean, who shared club and events offered by Kean Ocean are open to all OCC students and staff. Dr. Adams reported on Kean Ocean's Research Day presentation on Coastal Resiliency, which was attended by students from the Marine Academy of Technology and Environmental Science (MATES) high school.

In the absence of Mr. Ken Malagiere, Ms. Kim Malony, Alumni and Advancement Director, provided the OCC Foundation update. Ms. Malony shared The Ten Tenors concert raised over \$40,000 in support of students at OCC, and thanked community sponsors and supporters. Upcoming events include The Blauvelt Lecture Series featuring Philippe Cousteau on May 19, 2022, the Summer Scholarship Celebration to be held on June 24, 2022, on the campus mall, the New Jersey Symphony on June 28, 2022, and the Annual Alumni, Students, and Staff picnic at the Lakewood Blue Claws game on Friday, August 5, 2022.

Dr. Larson shared the following Commencement week event schedule:

- Nurses Pinning Ceremony – Tuesday, May 24, 5:00 p.m., on the Gateway Lawn
- Awards Ceremony – Wednesday, May 25, 5:00 p.m., on the Gateway Lawn
- Commencement, Thursday, May 26, 6:00 p.m., on the Gateway Lawn

Following Mr. Dasti's request for public comments, Dr. David Bordelon, Professor of English and Literature and FAOCC Chief Negotiator, shared faculty concerns regarding increasing student absences as the semester progresses.

Public Comments

Dr. Bordelon reported the English, Philosophy, and Sociology Honors Societies, together with the Kean Ocean Student Organization sponsored an event on campus regarding cancel culture, which was very well attended.

Dr. Bordelon then shared this is the third year that the faculty is working under an expired contract. A request was made on behalf of faculty for a COVID stipend, as provided by other community colleges. In addition, several faculty members reported requests to speak with immediate supervisors/Administrator have gone unanswered. At the request of Dr. Larson and the Trustees, Dr. Konopka will look into these requests.

Lastly, Dr. Bordelon requested a member of the faculty be included on the Presidential search committee. Dr. Larson explained this is forthcoming.

With no further comments from the Board members or the public, the meeting adjourned at 1:41 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President