



BOARD OF TRUSTEES
AGENDA

JUNE 30, 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 JUNE 2, 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 in recognition of the outstanding dedication and commitment of Ms. Josephine O'Grady during her one-year term as the student/alumni representative on the Board of Trustees during 2021-2022** **Bd. Action**
- B. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, July 14, 2022, and Thursday, July 28, 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 REPORTX. NEXT MEETINGS OF THE BOARD OF TRUSTEES ON**THURSDAY, JULY 14, 2022**

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|------------------------|--|
| 1. Entire Board | Time: 12:00 noon
Place: Conference Center and
via Webex
Purpose: Board Retreat |
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and

THURSDAY, JULY 28, 2022

- | | |
|--|---|
| 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

June 2, 2022

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Thursday, June 2, 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 May 30, 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 Sahradi, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, and Vice President Gerald Racioppi.

Attendance

The minutes of the April 28, 2022, Board of Trustees closed session and public meetings were approved by unanimous roll call vote.

Minutes Approved

Finance Committee

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

- The statement of income and expenditures as of April 30, 2022, was accepted.
- The following contracts were awarded:
 - A maximum of \$79,200 to the following vendors for the first year with a second-year contract option for the operation and maintenance of the energy management system from July 1, 2022, through June 30, 2023, at Ocean County College:
 - \$38,600 to Automated Building Controls, Neptune, New Jersey
 - \$40,600 to Unitemp, Inc., Somerset, New Jersey

Income/Expenditures
Accepted

Contracts Awarded

- A maximum of \$80,000 to the following vendors for the first year with a second-year contract option for interior and exterior campus-wide signage from July 1, 2022, through June 30, 2023, at Ocean County College:
 - Bergen Sign Company, Wayne, New Jersey
 - North Star Signs, Inc., Fairfield, New Jersey
- A maximum of \$250,000 to Spartan Construction, Inc., South Amboy, New Jersey, for professional repointing and additional exterior work for the Health and Human Performance Center and Technology Building at Ocean County College.
- A maximum of \$327,000 to Success Advertising, Inc., dba SCG Advertising and PR, Whippany, New Jersey, for the first year with a second-year contract option for media placement agency services from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$55,208 to Bowman and Company, LLP, Voorhees, New Jersey, for the first year with a second-year contract option for professional auditing services from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$387,913.13 to Earle Asphalt Company, Farmingdale, New Jersey, for repairs to the sidewalk and parking lot at the Southern Education Center.
- Resolutions were adopted to award the following contracts:
 - A maximum of \$214,911.24 to Instructure, Inc., Salt Lake City, Utah, for the first year of a three-year contract for the Canvas Learning Management System, from July 1, 2022, through June 30, 2023, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for use at Ocean County College.
 - To identify a qualified pool of professional American Sign Language Interpreting and Captioning service providers to be used on an as-needed basis from July 1, 2022, through June 30, 2023, at Ocean County College.
 - To identify a qualified pool of construction project management services providers for building and site development from July 1, 2022, through June 30, 2023, at Ocean County College.
 - A maximum of \$494,594 to Ellucian Company, LP, Fairfax, Virginia, for a one-year agreement for maintenance and support of existing and new modules of Colleague subscription software and cloud software from July 1, 2022, through June 30, 2023, at Ocean County College.
 - A maximum of \$220,000 to Honorlock, Inc., Boca Raton, Florida, for the first year with a second-year contract option for online proctoring services, from July 1, 2022, through June 30, 2023, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for the e-Learning Department at Ocean County College.

Resolutions Adopted
for Contract Awards

- A maximum of \$154,244.04 to NJEdge.NET, Newark, New Jersey, for the annual dues and a one-year contract for campus-wide internet service through the NJEDGE.NET Consortium from July 1, 2022, through June 30, 2023, for use at Ocean County College, the Southern Education Center, and Montclair State University.
- A maximum of \$40,000 to Cintas Corporation No. 2, Mason, Ohio, for a twelve-month agreement for the inspection and service of fire prevention and fire control equipment from July 1, 2022, through June 30, 2023, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$41,698.64 to CollegeNET, Inc., Portland, Oregon, for the renewal of the annual licensing fee for the 25Live Campus Scheduling System from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$70,266 to Ellucian Company, L.P., Fairfax, Virginia, for a one-year subscription of the Recruit SaaS software from July 1, 2022, through June 30, 2023, for the recruitment of prospective students at Ocean County College.
- A maximum of \$30,101 to Ellucian Company, L.P., Fairfax, Virginia, for a twelve-month agreement for the e-commerce annual volume fee for all online financial transactions from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$74,056.28 to NJEdge.NET, Newark, New Jersey, for a twelve-month renewal contract for Horizon View/VM Ware Virtualization Software and support from July 1, 2022, through June 30, 2023, for use at Ocean County College.
- A maximum of \$25,000 to KT's Office Services, LLC, Lanoka Harbor, New Jersey, for the purchase of power supplies and campus-wide printer services and maintenance from July 1, 2022, through June 30, 2023, through the National Cooperative Purchasing Alliance (NCPA) for the Office of Information Technology at Ocean County College.
- A maximum of \$7,114,200 to Ellucian Company, L.P., Fairfax, Virginia, for a five-year agreement from July 1, 2022, through June 30, 2027, at \$1,422,840 per year, for professional management information services at Ocean County College. (This contract will supersede and rescind the current contract awarded at the May 20, 2021, Board meeting).
- 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:
 - Acutis Diagnostics, Inc., Hicksville, New York
 - AM LLC, Leesburg, Virginia
 - Brio Systems, Somerville, Massachusetts
 - Grapefruit Testing, LLC, Parsippany, New Jersey

Resolutions Adopted
for NJCCC Purchasing
Consortium Contract
Awards

- Innovative Genomics, LLC, San Antonio, Texas
 - ITC Systems Corporation, St. Louis, Missouri
 - Maximus Federal Services, Inc., Falls Church, Virginia
 - Medicat LLC, Atlanta, Georgia
 - WellHealth Management LLC, Plano, Texas
 - MKJ Communications, Inc., Brooklyn, New York
 - P4 Clinical LLC, Pinebrook, New Jersey
 - Premier Medical Laboratories Services, Greenville, South Carolina
 - Vault Medical Services of NJ, PC, Coral Gables, Florida
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- To TouchNet Information Systems, Inc., Lenexa, Kansas, and Nelnet Business Solutions, Inc., Lincoln, Nebraska, for e-commerce and student financial services from July 1, 2022, through June 30, 2025.
 - To Assessment Technologies Institute, LLC, Leawood, Kansas, and Hurst Review Services, Inc., Brookhaven, Mississippi, for the first year with a second-year contract option for the purchase of tests, study guides, and miscellaneous supplies from July 1, 2022, through June 30, 2023.
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- The following contracts were amended:
- Contracts
Amended
- An additional \$3,000, for a maximum total of \$62,076.92, to Johnson Controls, Inc., Blackwood, New Jersey, for tube testing services for three evaporators as part of the first year of a two-year contract for chiller maintenance services at Ocean County College (contract originally awarded at the May 20, 2021, Board meeting).
 - An additional \$9,000, for a maximum total of \$187,048, to UCEDA Institute, Inc., Paterson, New Jersey, for additional English as a Second Language (ESL) instruction for Title II Grant participants through the Office of Workforce and Professional Education at Ocean County College (contract originally awarded at the November 4, 2021, Board meeting).
 - An additional \$4,000, for a maximum total of \$24,800, to Safe-T EMS & Safety Training, LLC, Morganville, New Jersey, to provide additional in-person instruction for CPR/AED/Basic First Aid Courses funded by the Work Readiness Assistance Program (WRAP) Grant through the Workforce and Professional Education Program at Ocean County College (contract originally awarded at the November 4, 2021, Board meeting).
 - An additional \$15,000, for a maximum total of \$46,536.51, to NCS Pearson, Inc., Bloomington, Minnesota, for additional side-by-side class books and activity workbooks for students enrolled in various programs and class books and activity workbooks for ESL students through the Adult Education, Civics, and Workforce Preparation Program at Ocean County College (contract originally awarded at the February 24, 2022, Board meeting).
 - An additional \$2,572, for a maximum total of \$18,850.12, to SHI International Corporation, Somerset, New Jersey, for campus-wide hardware/software for audio visual equipment through the NJEdge Microsoft Licensing Consortium contract for use at OCC (initial contract was under threshold and did not require Board approval).

- An additional \$11,664.75, for a maximum total of \$6,877,901.36, to Catel, Inc., Bradley Beach, New Jersey, for allowance usage authorization for general contractor construction services for the Student Enrollment Building at Ocean County College (contract originally awarded at the January 9, 2020, Board meeting).
- The Board authorized an application to apply for a \$525,143 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education for the purpose of developing more fully the academic, career, and technical skills of Ocean County College students through instruction, equipment and supplies, professional development for faculty and students, curriculum assessment and accreditation, with emphasis on those curricula that promote workforce and economic development. Project Manager: Ms. Susan O'Connor, Executive Director of Curriculum and Program Development. Funding Period: July 1, 2022, through June 30, 2023. Grant Application Authorized

Bylaw, Policy, and Curriculum Committee

No items were recommended for approval this month.

Buildings and Grounds Committee

At the request of Mrs. Novak, Committee Chair, Mr. James Calamia, Interim Associate Vice President of Facilities and Construction, provided an update on several campus projects that are currently underway. Proposals will soon be received from architects for the design of the Library renovation, which will be followed by review and interviews. New softball and baseball bleachers will be installed the week of June 23, and the Administration Building chiller will be replaced next week.

With fewer students on campus during the summer, Mr. Calamia noted that many projects can be undertaken, some of which are power washing, interior painting, deep carpet and floor cleaning, and road repairs.

There was discussion about reviewing the number of vehicle charging stations on campus to determine if there is a need to make more available.

Mrs. Novak presented the Buildings and Grounds Committee Report for June 2, 2022, which was unanimously accepted upon roll call vote. Building/Grounds Committee Report Accepted

Personnel Committee

Mr. Leone, Chair, recommended approval of the Personnel Report as presented, which was approved upon unanimous 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, June 30, 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 30, 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

On April 28, 2022, the New Jersey Council of County Colleges honored community college students who were named to the 2022 New Jersey All-State Academic Team for their outstanding academic achievements and their commitment as members of Phi Theta Kappa. Two OCC students received this honor, Kaitlyn Barrett and Sarah Wymbs.

President's
Report

Ms. Barrett and Ms. Wymbs were unable to attend this meeting to receive their certificates and medals; hopefully, they can join the Board at the June 30 meeting. PTK Advisor Carolyn Showalter was pleased to share comments on the work done by PTK members during this past academic year. She commended the officers of OCC's Tau Iota Chapter for their leadership throughout the year, especially noting the accomplishments of hosting two outstanding induction ceremonies, one in fall and one in spring, as well as the selection of the annual PTK project, which will be presented to Dr. Larson after additional research. Given the College's purchase of additional outdoor furniture that has been placed throughout the campus, PTK will be proposing that the purchase of heat lamps be considered in order to extend the use of the furniture beyond the warm weather months.

Dr. David Bordelon, Professor of English, presented an overview of the work he did during his fall 2021 semester sabbatical leave to revise the course shell for ENGL 151, English I, for the purpose of teaching and supporting the student writing process to benefit both faculty and students. The process is one that can be utilized by all English faculty and will be effective for students well into the future.

Dr. Gerald Racioppi reported that summer enrollment is up by 3.14% over last year at the same time. Fall enrollment continues to look promising; it is currently 37% ahead of last year. This may be because students are registering earlier in response to the pro-active recruiting efforts of the Student Enrollment staff and the readily available academic advising.

Dr. Racioppi also shared information pertaining to the success of OCC's Early College Program offered to high school students. During the past academic year, students who took advantage of the program registered for 17,031 credits while in high school. Comparing OCC's tuition of \$105 per credit to the average New Jersey public higher institution charge of \$465 per credit shows an average savings of \$360 for each credit taken by Early College students. This equates to a stunning amount of \$6,131,160 that was saved by Ocean County high school families during 2021-2022. Based on the number of students in the program this past year at each of the schools, families of students in the Vocational Technical School saved \$1,356,120,

Lacey Township families saved \$774,270, and Central Regional families saved \$729,000. This information will be shared with Ocean County superintendents and high school personnel, students, and families, as well as publicized throughout the community.

Dr. Jessica Adams, Dean of Kean Ocean, expressed appreciation to all who worked on the OCC/Kean Education program articulation agreement. There has been 100% success in student job placements, which allows the students to receive credit while working. Dr. Adams congratulated OCC and the Veterans Program for achieving Military Friendly Status again this year. She looks forward to OCC and Kean working together for the benefit of veterans.

In OCC Foundation Executive Director Ken Malagiere's absence, Ms. Kimberly Malone, Alumni and Advancement Director, updated the trustees on Foundation activities as found in the President's Report. She specifically noted the work being done by the Equity, Diversity, and Inclusion (EDI) Steering Committee and the proposed EDI statement; the New Jersey Symphony presentation scheduled for June 28, 2022; the Celebration of Life in honor of Mrs. Gail G. Wayman on July 15, 2022; and the Summer Scholarship Celebration to be held on campus on June 24, 2022.

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English and FAOCC Chief Negotiator, noted the work that continues to be done by faculty without a contract. He requested that the Board assist the faculty in reaching a settlement for a new agreement.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:43 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Assistant to the President