



BOARD OF TRUSTEES
AGENDA

JULY 28, 2022
12:30 p.m.

- I. CALL TO ORDER
- II. ANNOUNCEMENT OF PUBLIC MEETING
- III. PLEDGE OF ALLEGIANCE
- IV. SWEARING-IN BY MR. JACK SAHRADNIK OF MR. RAYMOND JOSEPH LATSHAW, III, SELECTED TO SERVE AS THE STUDENT/ALUMNI REPRESENTATIVE ON THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES FOR 2022-2023, THROUGH JUNE 30, 2023
- V. ROLL CALL
- VI. RECOMMEND APPROVAL OF MINUTES OF THE JUNE 30, AND JULY 14, 2022, BOARD OF TRUSTEES CLOSED SESSIONS AND PUBLIC MEETINGS *Bd. Action*
- VII. PRESENTATIONS/COMMENDATIONS

VIII. **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

IX. **MISCELLANEOUS**

- A. *Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, August 25, 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. ActionX. **PRESIDENT'S REPORT**XI. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, AUGUST 25, 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**

XII. **PUBLIC COMMENTS**

XIII. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

June 30, 2022

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Thursday, June 30, 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 June 23, 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, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Carl V. Thulin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Gerald Racioppi, and Mrs. Connie Bello.

Attendance

The minutes of the June 2, 2022, Board of Trustees closed session and public meetings were approved by unanimous roll call vote.

Minutes Approved

Presentations/Commendations

Dr. Larson introduced Ms. Carolyn Showalter, Assistant Dean of STEM, and PTK Advisor, who recognized Kaitlyn Barrett, who was honored in April by the New Jersey Council of County Colleges as a member of the 2022 New Jersey All-State Academic Team and for outstanding achievements and exceptional service to Phi Theta Kappa. Ms. Barrett was presented with an All-State Academic Team certificate and medal, and will receive a Congressional Certificate of Recognition signed by Congressman Andy Kim.

Presentations/
Commendations

Ms. Christine Pericone, Assistant Professor of Science and Coordinator of the Honors by Contract Program, provided an overview of the program and introduced Donte Calabrese, second place recipient, who discussed his research project and shared his plans after graduating OCC.

Ms. Ilene Cohen, Executive Director of Athletics, provided an update on Spring sports programs. She then introduced Josh Kerley, OCC Golfer, who hit a hole-in-one on the 8th hole at the championship in Chautauqua, New York. Mr. Kerley thanked the Trustees for providing the opportunity to compete in the championship and Ms. Cohen thanked both the Trustees and the Foundation for their support.

Finance Committee

Mr. Dupignac introduced Ms. Winchester, who discussed the contract for custodial services, through the cooperative purchasing program. The following Finance Committee items were then approved as amended upon unanimous roll call vote:

- | | |
|---|---------------------------------|
| ➤ The statement of income and expenditures as of May 31, 2022, was accepted. | Income/Expenditures
Accepted |
| ➤ The following contracts were awarded: | Contracts Awarded |
| ➤ A maximum of \$50,850, to A & D United Doors, Inc., Toms River, New Jersey, for the first year with a second-year contract option for automatic door maintenance, replacement, and repair services from July 1, 2022, through June 30, 2023, at Ocean County College. | |
| ➤ A maximum of \$750,000 to LGB Mechanical, Inc., West Berlin, New Jersey, for professional boiler replacement and installation of variable frequency drives on pumps, air source heat pump, occupancy sensors and associated building management system integration in the Library, Gym, and Grunin Center at Ocean County College. | |
| ➤ A maximum of \$53,190 to Integrated Systems and Services, Inc., Eatontown, New Jersey, for the second-year contract option for inspection, repair, maintenance, and related activities for the Electronic Access Control and Video Surveillance Systems from July 1, 2022, through June 30, 2023, for use by the Security Department at Ocean County College. | |
| ➤ A maximum of \$348,000 to BKP Architects, Philadelphia, Pennsylvania, for professional architectural and engineering design services for the Library Building Modernization project at Ocean County College. | |
| ➤ A maximum of \$51,649.42 to Quality Cut, Inc., Farmingdale, New Jersey, for the second-year of an optional three-year contract for weed control and fertilization services at Ocean County College and the Southern Education Center. | |
| ➤ A maximum of \$237,500 to the School for Children with Hidden Intelligence (SCHI), Lakewood, New Jersey, to establish a county college-based adult center to serve individuals with developmental disabilities up to the age of 24. | |

- Resolutions were adopted to award the following contracts:
- Resolutions Adopted
for Contract Awards
- A maximum of \$125,000 to Connor Strong and Buckelew Companies, LLC, Marlton, New Jersey, for the first year of a three-year contract from July 1, 2022, through June 30, 2023, for professional consulting for insurance broker and risk management services at Ocean County College.
 - A maximum of \$18,656 to SHI International Corporation, Somerset, New Jersey, for a one-year renewal from June 26, 2022, through June 25, 2023, of the campus-wide digital signage software subscription license through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
 - A maximum of \$41,651.62 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of miscellaneous books and Internet database subscriptions for use in the Library, and for online courses for Workforce and Professional Education, from July 1, 2022, through June 30, 2023, at Ocean County College.
 - A maximum of \$919,961 to School Alliance Insurance Fund (SAIF), West Windsor, New Jersey, for the first year of a three-year membership in the School Alliance Insurance Fund for general liability college insurance at Ocean County College.
 - A maximum of \$20,000 to Hegazy and Associates, Houston, Texas, for international legal services on an as-needed basis from July 1, 2022, through June 30, 2023, in connection with Ocean County College's projects and activities in Egypt.
 - A maximum of \$22,000 to Yankee Book Peddler, Inc., Birmingham, Alabama, for the purchase of miscellaneous books and e-books from July 1, 2022, through June 30, 2023, for use in the Library at Ocean County College.
 - A maximum of \$33,884 to West Publishing Corporation, Eagan, Minnesota, for the purchase of miscellaneous books and database subscriptions from July 1, 2022, through June 30, 2023, for use in the Library at Ocean County College.
 - A maximum of \$81,470.42 to EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions from July 1, 2022, through June 30, 2023, for use in the Library at Ocean County College.
 - A maximum of \$41,535 to DVL Group, Inc., Bristol, Pennsylvania, for a twenty-four-month agreement for planned maintenance and inspection services for the climate control of Office of Information Technology equipment from July 1, 2022, through June 30, 2024, at Ocean County College.
 - A maximum of \$17,745.88 to ProQuest Holdings, LLC, Boston, Massachusetts, for the purchase of miscellaneous books and Internet database subscriptions from July 1, 2022, through June 30, 2023, for use in the Library at Ocean County College.

- A maximum of \$150,000 to the following vendors for the second-year contract option for the purchase of tests and study guide materials from July 1, 2022, through June 30, 2023, through the New Jersey Council of County Colleges Joint Purchasing Consortium, for use by various departments at Ocean County College:
 - \$100,000 to Assessment Technologies Institute, LLC, Leawood, Kansas
 - \$50,000 to Hurst Review Services, Inc., Brookhaven, Mississippi
- A maximum of \$87,395.92 to NJEdge.NET, Newark, New Jersey, for the purchase of miscellaneous books and Internet database subscriptions from July 1, 2022, through June 30, 2023, through the Virtual Academic Library Environment (VALE) Consortium for use in the Library at Ocean County College.
- A maximum of \$45,697 to Online Computer Library Center, Dublin, Ohio, for a twelve-month agreement for a cloud-based library management system and EZ-proxy authentication services from July 1, 2022, through June 30, 2023, for use by the Library at Ocean County College.
- A maximum of \$584,227.97 to Grainger, Eatontown, New Jersey, for the purchase of campus-wide energy efficient lighting upgrades for use 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 July 1, 2022, through June 30, 2023, in conjunction with Ocean County College's projects and activities in Egypt.
- A maximum of \$86,971.41 to Alertus Technologies, LLC, Beltsville, Maryland, for an upgrade to the existing mass notification system at Ocean County College.
- To identify a qualified pool of vendors for professional international and domestic support, travel, and consulting services for study abroad programs and overseas campus support to be used on an as-needed basis at Ocean County College.
- A maximum of \$4,196,110 (\$123,415 per month) to Olympus Building Services, LLC, a parent company of Kellermeyer Building Services, LLC (KBS), Phoenix, Arizona, for a three-year contract for custodial services from August 29, 2022, through June 30, 2025, through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- A maximum of \$40,000 to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for professional electrician services from July 1, 2022, through June 30, 2023, on an as-needed basis through the Ocean County Cooperative Contract at Ocean County College.
- A maximum of \$138,847.50 to Dell Marketing, LP, Round Rock, Texas, for the purchase of Dell computers for Cybersecurity and Artificial Intelligence lab classrooms in the Technology Building at Ocean County College.

- A maximum of \$24,719.90 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture for the Technology Building 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 resolution was adopted to award the following contract through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) with Ocean County College serving as lead agency:
 - To NORESKO, LLC, Edison, New Jersey, for energy consulting services from July 23, 2022, through July 22, 2024.
- The following contract was amended:
 - An additional \$2,493.75, for a maximum total of \$502,493.75, to Philip M. Casciano Associates, Inc., dba PMC Associates, Hazlet, New Jersey, for the purchase of BDA frequency radio coverage to ensure emergency responders have communication capabilities at Ocean County College (contract originally awarded at the September 23, 2021, Board meeting).
- The Board approved the scheduling of a sale of surplus items no longer needed by the College.
- The Board authorized an application to apply for a \$899,513 Workforce Innovation and Opportunity Act Title II Adult Education and Family Literacy grant program from the State of New Jersey Department of Labor and Workforce Development for the purpose of providing adult basic education, literacy, and English as a second language services to adults. Project Manager: Ms. Gina Opauski, Director of Community and Workforce Development. Funding Period: July 1, 2022, through June 30, 2023.
- The Board accepted a \$250,000 Center for Adult Transition grant from the Office of the Secretary of Higher Education (OSHE) for the purpose of establishing an Adult Transition Center. The Center will be located at the SCHI school, utilizing their extensive experience and expertise to provide essential transition services to adults with disabilities in Ocean County. Project Manager: Mr. Thomas Gialanella, Executive Director, School Relations. Funding Period: June 15, 2022, through June 30, 2023.

Resolution Adopted
for NJCCC Purchasing
Consortium Contract
Awards

Contract
Amended

Sale of Surplus
Items Approved

Grant Application
Authorized

Grant Accepted

Bylaw, Policy, and Curriculum Committee

In the absence of the Bylaw, Policy, and Curriculum agenda, Dr. Konopka provided an Academic Affairs update, which included the Centers of Workforce Innovation; the partnership with the NJCCC in Cyber Security and Artificial Intelligence, where New Jersey Community Colleges share curriculum; meetings with the Joint Base to discuss offerings for military and family members; and discussion with Point Pleasant Beach High School to expand offerings with a pilot program of HyFlex courses.

Buildings and Grounds Committee

Mrs. Novak presented the Buildings and Grounds Committee Report for June 30, 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 which was approved as amended upon unanimous roll call vote.

Personnel Report
Approved

Miscellaneous

The Board adopted, upon unanimous roll call vote, a resolution to recognize 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 2021-22.

Resolution Adopted
to Recognize Service
of Ms. Josephine
O'Grady

Upon unanimous roll call vote, a resolution was adopted to provide for closed meetings to be held on Thursday, July 14, and Thursday, July 28, 2022, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted
for Closed Meetings

The following meetings were scheduled:

Meetings
Scheduled

Thursday, July 28, 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 shared a note of appreciation with photos from Carly Zellman, a recipient of the Board of Trustees Scholarship.

President's
Report

Dr. Rosann Bar, Dean of the School of Business and Social Sciences, has been selected by the Fulbright Foreign Scholarship Board for the Fulbright International Administrators award and will travel to Germany during the Fall semester. Dr. Bar discussed how the Fulbright Program works and explained she will study the German education system, with a focus on apprenticeships. Dr. Bar then thanked Ms. Heidi Sheridan, Interim Executive and Artistic Director of the Grunin Center, and Ms. Jan Kirsten, Executive Director of College Relations, who provided letters of support of her application and Dr. Konopka for supporting the pursuit of this opportunity.

Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, and Dr. Larson met remotely with Dr. Anne Wahl, who recently assumed the role of Middle States Commission on Accreditation Vice President for Institutional Field Relations and OCC Liaison. They also met remotely with Dr. Vicki Bastecki-Perez, who will chair the Middle States visiting team.

Dr. Gerald Racioppi reported that summer enrollment is down less than 1% over last year at the same time. Fall enrollment continues to look promising; it is currently 19% ahead of last year. Dr. Racioppi credits recruitment efforts by the HUB technicians and Success Coaching staff, who have focused outreach to the 2,000 stop-out students who completed 45 or more credits. Of the 500 contacted to date, 250 have expressed interest in reenrollment.

Dr. Racioppi then commended Ms. Ilene Cohen and Ms. Patricia Carroll, Assistant Athletic Director, for the academic success of athletes who have earned GPAs of 3.5 and above, and Ms. Carmen Mora, Coordinator, Community and Displaced Homemakers Program of Ocean County College, which has enrolled 42% more clients as compared to last year.

The SEC staff, including Mr. James Hauenstein, Director, attended the Barnegat Township School District's high school orientation program for middle school graduates where they discussed the Promoting Learners to Achieve Now (P.L.A.N.) program. Forty-five students and parents expressed interest in the program and will receive a follow-up email with detailed information about the program.

Dr. Eileen Garcia discussed the upcoming trip to Egypt in August, where the leadership team will visit Badr University, Ain Shams University, and the Arab Academy in order to finalize programs and recruit students.

Dr. Garcia then provided an update on the Equity, Diversity, and Inclusion Committee, which recently met with the team from Monmouth University. Further updates will be provided as they become available.

Dr. Ali Botein-Furrevig, Director of the Center for Holocaust, Genocide, and Human Rights Education, discussed her presentation, "Know the Heart of the Stranger: Dismantling the Pyramid of Hate," which has been presented to area high schools. Dr. Botein-Furrevig then shared her recent experience at Lacey High School. Mr. Leone commended Dr. Botein-Furrevig and suggested expansion of the program.

Ms. Katie Napoli, Kean Ocean Assistant Director of Student Affairs, and Ms. Omara Cardoza, Managing Assistant Director, provided an update on Kean Ocean campus and service activities, which are available to both OCC and Kean Ocean communities.

Ms. Cardoza shared Kean University will host Research Day in April 2023, and hopes to increase participation by Kean Ocean and OCC students, including working with Ms. Pericone and OCC's Honors by Contract students.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the Foundation's Scholarship Celebration held on Friday, June 24, helped to raise over \$200,000, which will directly benefit OCC's students. Mr. Malagiere thanked Ms. Sherri Bray, Assistant Director, Events and Advertising, for organizing the event.

Over 600 members of the community attended the New Jersey Symphony performance on June 28. Mr. Malagiere commended Ms. Jan Kirsten and the College Relations team for their efforts with this event. Mr. Malagiere recognized Dr. Henry Jackson, Executive Director of Academic Success, for organizing the 1st annual Juneteenth event.

Upcoming events include the Celebration of Life in honor of Mrs. Gail G. Wayman to be held on July 15, 2022, the 8th Annual Alumni, Student and Staff Picnic at the Jersey Shore BlueClaws game on Friday, August 5, 2022, and the 2022-23 Blauvelt Lecture Series.

Lastly, Mr. Malagiere expressed continued prayers for the people of the Ukraine.

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English and FAOCC Chief Negotiator, echoed concerns shared by Dr. Botein-Furrevig and suggested including discussion on systemic racism and liberal democracy into the curriculum as appropriate. Dr. Botein-Furrivig is willing to address classes on campus to help spread the message. Public Comments

Dr. Bordelon also commended Ms. Pericone as advisor of Honors by Contract. He then expressed concern regarding the current status of negotiations and asked the Trustees for additional assistance to reach a resolution.

With no further comments from the Board members or the public, the meeting adjourned at 2:06 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President



Public Retreat/Meeting

Minutes

July 14, 2022

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:00 p.m. on Thursday, July 14, 2022, by Mr. Jerry Dasti, Chair, 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 2021 reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on July 8, 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. Stephen Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Jack Sahradek, Dr. Jon Larson, and Mrs. Connie Bello. Also, in attendance were Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, Ms. Heidi Sheridan, Interim Executive and Artistic Director, Grunin Center, and Mr. James Marshall, Assistant Director of Assessment.

Attendance

Dr. Larson introduced Dr. Beshara-Blauth, who explained the Board self-assessment launched on April 11, 2022, with a closure date of April 25. All eleven trustees participated, representing a 100% response rate. The results of the assessment were shared by Dr. Beshara-Blauth with the trustees; they indicate that the Board functions well and works well together. It also highlights the effectiveness and dedication of the Board, the open communications with the administration, and the student-centered focus of the College.

Dr. Beshara-Blauth recommended that the Executive Committee meet to discuss the strengths and opportunities for development to determine any appropriate course of action.

Following the results of the self-assessment, it was suggested that the Investment Subcommittee provide more frequent general updates to the trustees so they are assured the College's resources are secure.

Dr. Larson congratulated Dr. Beshara-Blauth for her excellent management of this process. He noted there are few, if any, other college Boards that work together as well as OCC's Board.

Dr. Beshara-Blauth, Mr. Marshall, and Ms. Sheridan then shared an update on the Self-Study process and provided a brief review and explained next steps. The final Self-Study document will be shared with the campus community in January 2023 and the MSCHE visit is scheduled for April 2-5, 2023.

Fall Colloquium will include sessions regarding the Self-Study process and poster sessions to highlight the seven standards and goals. In addition, one of the seven standards will be highlighted and reviewed at each of the upcoming Board meetings.

Dr. Larson and the trustees commended Dr. Beshara-Blauth for keeping the team well organized and prepared.

With no public comments forthcoming, the trustees moved into closed session at 12:55 p.m. At 1:00 p.m., the trustees adjourned the meeting. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President