



BOARD OF TRUSTEES
AGENDA

AUGUST 25, 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 JULY 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, September 22, 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, SEPTEMBER 22, 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

July 28, 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, July 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, a notice was publicized on July 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

Mr. Sahradnik administered the trustee oath of office to Mr. Raymond Joseph Latshaw, III, who was selected by the Student Life Committee to serve as the student/alumni representative on the Board from July 1, 2022, through June 30, 2023. The trustees welcomed Mr. Latshaw to the Board.

Swearing-In of
Mr. Raymond
Joseph Latshaw, III

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. Joseph Teichman, Mr. Steven Zabarsky, Mr. Raymond Joseph Latshaw, III, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello.

Attendance

The minutes of the June 30, and July 14, 2022, Board of Trustees closed sessions and public meetings were approved by roll call vote with an abstention from Mr. Zabarsky.

Minutes Approved

Finance Committee

Mr. Dupignac reported the Investment Committee meets regularly with investment advisors to review the College portfolios, which are performing well under the current financial climate. The following Finance Committee items were then approved upon unanimous roll call vote:

- The statement of income and expenditures as of June 30, 2022, was accepted.

Income/Expenditures
Accepted

- The following contract was awarded: Contract Awarded
- A maximum of \$97,490, to SSP Architects, Somerville, New Jersey, for professional architectural and engineering design services for the Grunin Center Music Room renovation project at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
- A maximum of \$17,500 to Smartsheet, Inc., Bellevue, Washington, for a one-year renewal from August 9, 2022, through August 8, 2023, of the Smartsheet Business Plan Plus Pro Support software subscription at Ocean County College.
- A maximum of \$24,000 to Data Recognition Corporation, Maple Grove, Minnesota, for the purchase of study guides and miscellaneous supplies for students enrolled in various programs and class books and activity workbooks for ESL students from July 28, 2022, through June 30, 2023, through the Adult Education, Civics, and Workforce Preparations Program (AECWP) at Ocean County College.
- A maximum of \$45,000 to Geneva Worldwide, Inc., New York, New York, for a one-year contract for professional interpreting and captioning services for students with disabilities on an as-needed basis from July 1, 2022, through June 30, 2023, at Ocean County College.
- A maximum of \$216,992 to Medical Shipment, LLC, Skokie, Illinois, for a medication dispensing system for the Nursing Department at Ocean County College.
- A maximum of \$49,584.08 to Hyland, LLC, Lenexa, Kansas, for the maintenance license renewal for Document Imaging/Image Now software from October 1, 2022, through September 30, 2023, for use at Ocean County College.
- A maximum of \$38,500 to NCS Pearson, Inc., Bloomington, Minnesota, for the purchase of study guides and miscellaneous supplies for students enrolled in various programs and class books and activity workbooks for ESL students from July 28, 2022, through June 30, 2023, through the Adult Education, Civics, and Workforce Preparation Program (AECWP) at Ocean County College.
- The following qualified pool of professional ecological engineering service providers for various projects to be used on an as needed basis for the Barnegat Bay Partnership from July 28, 2022, through June 30, 2023, at Ocean County College:
- CDM Smith, Inc., Edison, New Jersey
 - CME Associates, Barnegat, New Jersey
 - Colliers Engineering and Design, Red Bank, New Jersey
 - Davey Resource Group, Inc., Kent, Ohio
 - Engineering and Land Planning Associates, Inc., High Bridge, New Jersey
 - GZA GeoEnvironmental, Inc., Fairfield, New Jersey
 - Matrix New World Engineering, Florham Park, New Jersey
 - Princeton Hydro, LLC, Trenton, New Jersey
 - Sovereign Consulting, Inc., Robbinsville, New Jersey

- A maximum of \$65,000 to Fellowship Travel International, Inc., Ashland, Virginia, for travel services for OCC Study Abroad Seminar in Italy from July 29, 2022, through June 30, 2023, scheduled from January 1, 2023, through January 15, 2023.
- A maximum of \$165,000 to Apple Computer, Inc., Austin, Texas, for a three-year agreement from July 29, 2022, through July 28, 2025, for the purchase of Apple computers and AppleCare service through the Educational Services Commission of New Jersey (ESCNJ) for Computer Science Technology rooms at Ocean County College.
- A maximum of \$30,993 to Dell Marketing, L.P., Round Rock, Texas, for the purchase of Chromebooks for students enrolled in the Adult Education, Civics and Workforce Preparations Program (AECWP) at Ocean County College.
- A maximum of \$60,000 to Explorica, Inc., Charlottesville, Virginia, for travel services for the OCC Study Abroad Seminar in Las Vegas from July 29, 2022, through June 30, 2023, scheduled from March 18, 2023, through March 24, 2023.
- A maximum of \$21,288 to Cove Corporation, Lusby, Maryland, to sort and identify benthic invertebrate samples collected as part of the Benthic Habitat Assessments project from July 28, 2022, through June 30, 2023, for the Barnegat Bay Partnership at Ocean County College.
- A maximum of \$325,000 to Howard Industries, Inc., Laurel, Mississippi, for the purchase of classroom projectors to provide interaction between instructors, in-class students, and remote students through the Securing Our Children's Future Bond Act for use at Ocean County College.
- A maximum of \$100,000 to Fellowship International, Inc., Ashland, Virginia, for travel services for the OCC Study Abroad Seminar in London from July 29, 2022, through June 30, 2023, scheduled from January 5, 2023, through January 15, 2023.
- A maximum of \$26,965.40 to Blackboard, Inc., Washington, District of Columbia, for a one-year agreement from August 1, 2022, through July 31, 2023, for the Blackboard Ally Learning Management System Licensing through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
- The Board accepted a \$216,000 New Jersey Pathways to Career Opportunities (Work Phase) grant from the New Jersey Community College Consortium for Workforce and Economic Development to bring together employers, industry associations, labor unions, education institutions and workforce development partners to provide students, adult learners, and workers with the education and career pathways they need to find new careers to earn competitive wages, and to ensure that employers have the access to a highly skilled innovative workforce to meet critical labor market needs. Project Directors: Dr. Joseph Konopka, Vice President of Academic Affairs, and Dr. Sylvia Riviello, Dean of Stem. Funding Period: July 1, 2022, through December 31, 2022. Grant Accepted

- The Board accepted \$40,000 to fund Ocean County College's participation in the Artificial Intelligence Incubator Network and Community of Practice from the American Association of Community Colleges (AACC), funded by Intel and Dell Technologies. OCC will work with the AACC, Dell, and Intel to build out an AI hybridized laboratory platform that works with and supports OCC's current AI work both on campus and in a HyFlex learning environment. Project Director: Mr. Kenneth Michalek, College Lecturer II in Computer Science/Information Technology. Project Period: July 15, 2022, through May 31, 2023. Grant Accepted
- The Board accepted an additional \$16,807, for a total \$30,371 grant, from Richard Stockton University to conduct an additional year of Benthic Macroinvertebrate Assessment near Sunflower Island, Brigantine Channel. Project Director: Dr. Jim Vasslides, Barnegat Bay Partnership Senior Program Scientist. Project Period: June 1, 2020, through October 31, 2023. Grant Accepted
- The Board accepted an additional \$18,294, for a total \$33,963 grant, from Richard Stockton University to conduct an additional year of Benthic Macroinvertebrate Assessment in a dredge hole and nearby habitats along the Intercoastal Waterway. Project Director: Dr. Jim Vasslides, Barnegat Bay Partnership Senior Program Scientist. Project Period: July 1, 2021, through June 30, 2023. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who shared Academic Affairs highlights from the President's Report including work continues on HyFlex classrooms with over 60 options available for the Fall semester. He explained 56 College Lecturers have been trained to address student issues through the Advise CRM, which will help increase retention.

Mr. Leone expressed concern that students would opt for remote-only attendance rather than in-person with HyFlex courses. Dr. Konopka explained the purpose of HyFlex courses is not to replace traditional face-to-face learning, but provide students the option to attend class remotely in the event of extenuating circumstances. Mr. Latshaw felt there was a lack of participation by remote students as part of his HyFlex experience, which impacted classroom discussion.

The following items were then approved unanimously by roll call vote:

- Revised Policies Revised Policies
 - Policy #2037, Administrative Operations, Filming and Photography of Ocean County College
 - Policy #3055, Personnel, All Employees, Educational Reimbursement
 - Policy #3339, Personnel, Non-Academic, Compensation and Benefits, Tuition Waivers

Buildings and Grounds Committee

Mrs. Novak discussed the status of several projects including the campus-wide LED lighting upgrade through the New Jersey Natural Gas Energy Conservation Program, the Larson Student Center seating expansion project, and the installation of new athletic bleachers for the softball and baseball fields.

Mrs. Novak then presented the Buildings and Grounds Committee Report for July 28, 2022, which was unanimously accepted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

Mr. Leone, Chair, explained the Personnel Report was amended to include a three-year Support Staff Association Agreement that was recently agreed upon by both parties. The Personnel Report was then 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, August 25, 2022, at 11:30 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted
for Closed Meeting

The following meetings were scheduled:

Meetings
Scheduled

| | | |
|----------------------------------|------------|--|
| Thursday, August 25, 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. Kaitlin Everett, Executive Director of Workforce and Professional Education, and Ms. Gina Opauski, Director of Community and Workforce Development, who provided an update on the Adult Education, Civics, and Workforce Preparation Program, which is supported through Title II Funding from the State Department of Labor and Workforce Development for Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education. Currently 510 students are serviced through the program, which provides support to improve reading, writing and speaking skills in order to earn a high school diploma. Classes are offered on the main campus and at the Southern Education Center. It also includes a Boot Camp program for students who only need to pass one or two subjects on the HiSET equivalency exam. Ms. Opauski thanked the Foundation for providing financial support to fund exam fees.

President's
Report

Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, discussed the one-page review of Standard II, Ethics and Integrity, which was distributed to the Trustees.

Dr. Gerald Racioppi reported that fall enrollment is currently ahead 10% in credits over last year. Dr. Racioppi credits recruitment efforts by the Success Coaching staff, through the Advise CRM. The team averages monthly outreach to 2,000 students, with a focus on those who have not reregistered. He noted a drop for non-payment is scheduled this week.

Dr. Racioppi commended Enrollment Services with help from Academic Affairs, Student Life, Athletics, College Relations, and IT, for the successful New Student Launch event held on campus last night for new students and their families.

Dr. Racioppi then noted the retirement of Mr. James Hauenstein, Director, Southern Education Center. He thanked Mr. Hauenstein for his work on behalf of students and wished him well in his retirement.

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 sign agreements, finalize programs, and recruit students.

Virtual professional development opportunities for Adjuncts were offered this summer by Ms. Meredith Riddle, Assistant Dean, e-Learning. Dr. Garcia reported the sessions were well attended.

Dr. Garcia then provided an update on the Equity, Diversity, and Inclusion Committee, which recently met to develop professional development programs for Spring/Summer 2023. Further updates will be provided as they become available.

In the absence of Mr. Ken Malagiere, Ms. Kim Malony, Alumni and Advancement Director, provided the OCC Foundation update and reported the Foundation's Scholarship Celebration held on Friday, June 24, helped to raise over \$200,000. These funds will directly benefit OCC's students. Fall 2022 Foundation Scholarship applications will remain open until August 19, 2022.

Ms. Maloney then shared the Foundation recently launched its multi-year \$25 million Legacy Campaign, which will offer many ways to participate. The Foundation Nominating Committee will meet this summer to review the standing of current Board members and review recommendations from community members to join the Board.

Upcoming events include the Annual Alumni, Students, and Staff picnic at the Lakewood Blue Claws game on Friday, August 5, 2022, which is sold-out, SUP the River paddleboard race will take place September 17, 2022, with registration and sponsorship information available on the Foundation website.

The 2022/23 Blauvelt Lecture Series include:

- Actor/musician Ice-T, September 20, 2022
- Best-selling author Juno Diaz, October 24, 2022
- Olympic Gold Medalist and professional athlete Mia Hamm, March 8, 2023
- Presidential historian Michal Beschloss, April 25, 2023.

Registration is open for the Foundation's Annual Golf Outing on October 11, 2022, at Pine Barrens Golf Club.

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English, expressed support for the Success Coaching team, which Dr. Bordelon has noticed having helped students with various difficulties throughout the semester. He then shared concerns regarding the HyFlex format, as he has noticed a lack of class participation by remote students. Public Comments

Dr. Bordelon and Mr. Neil Schiller, Associate Professor of Engineering, announced a change in FAOCC leadership. Dr. Bordelon will assume the role of President, and Mr. Schiller will be Chief Negotiator. They shared that the FAOCC recently responded to the communication received from Mr. Dasti by providing comments and FAOCC availability to resume negotiations.

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