



**BOARD OF TRUSTEES
AGENDA**

**SEPTEMBER 22, 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 AUGUST 25, 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, October 13, 2022, at 11:30 a.m. and November 3, 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, OCTOBER 13, 2022

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

and

THURSDAY, NOVEMBER 3, 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: **Annual Reorganization Meeting**

8. **Entire Board**

Time: Immediately following
Reorganization Meeting

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

August 25, 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, August 25, 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 August 18, 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. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, 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 July 28, 2022, Board of Trustees closed session and public meetings were unanimously approved by roll call vote. Minutes Approved
- Dr. Larson introduced Ms. Katie Hueth, Prevention Education Coordinator, who provided a comprehensive overview of suicide and mental health problems from a public health perspective, including risk factors and warning signs. Ms. Hueth then discussed the many activities the College offers to help provide a positive and safe campus environment. Presentation
- In response to Mr. Muller's inquiry, Mr. Thomas Gialanella, Executive Director of School Relations, will invite Ms. Hueth to the Ocean County Counselor Breakfast meeting, which will be held on campus in October, to discuss services available to students at OCC.
- The Board unanimously adopted upon roll call vote a resolution to proclaim September 2022 as Suicide Prevention Awareness Month at Ocean County College and to encourage the College community to participate in the activities presented by the Counseling Center during the month to increase knowledge about suicide and its prevention.

Finance Committee

In the absence of Mr. Dupignac, Ms. Winchester presented the following Finance Committee items, which were approved as amended upon unanimous roll call vote:

- | | |
|---|--|
| <ul style="list-style-type: none"> ➤ The statement of income and expenditures as of July 31, 2022, was accepted. | Income/Expenditures
Accepted |
| <ul style="list-style-type: none"> ➤ The following contracts were awarded: <ul style="list-style-type: none"> ➤ For the second-year contract option for food services from August 26, 2022, through June 30, 2023, to Bubbakoo's Burritos, Wall, New Jersey, for food services at Ocean County College. ➤ A maximum of \$42,202 to Suburban Trails, Inc., New Brunswick, New Jersey, for the second-year contract option for transportation services for OCC athletic teams for sporting events at various locations, various Student Life trips at Ocean County College, and various college activities, performances, and events. ➤ A maximum of \$540,000 to LGB Mechanical, Inc., West Berlin, New Jersey, for the purchase and installation of a standalone chiller and boiler for the Robert J. Novins Planetarium Building at Ocean County College. ➤ A maximum of \$52,010 to SSP Architects, Somerville, New Jersey, for professional architectural and engineering services for the Technology Building roof replacement project at Ocean County College. | Contracts Awarded |
| <ul style="list-style-type: none"> ➤ Resolutions were adopted to award the following contracts: <ul style="list-style-type: none"> ➤ A maximum of \$30,000 to Ocean Monmouth Care, dba Pinnacle Treatment Centers, Brick, New Jersey, for addiction counseling apprenticeship experience, funded through the Growing Apprenticeship in Non-Traditional Sectors (GAINS) Grant for students studying Addiction Counseling at Ocean County College. ➤ A maximum of \$23,200 to Economic Modeling, LLC (EMSI), Moscow, Indiana, for a one-year renewal of the EMSI Analyst Software License for Career Coach and Wid-get Builder Software from September 1, 2022, through August 31, 2023, through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College. ➤ A maximum of \$140,555.52 to GovConnection, Inc., Merrimack, New Hampshire, for a three-year contract from September 27, 2022, through September 26, 2025, for the Adobe Creative Cloud Video Editing software license and twelve-month agreement of Adobe Sign through the Omnia Partners Cooperative Purchasing Program for use at Ocean County College. | Resolutions Adopted
for Contract Awards |

- A maximum of \$28,963 to BK Interactive LLC, dba Boardworks Education, Brooklyn, New York, for the purchase of the Boardworks Software Suite from August 25, 2022, through June 30, 2023, with two years maintenance service, for online courses for students enrolled in various programs through the Adult Education, Civics, and Workforce Preparation Program funded through the State of New Jersey Department of Labor and Workforce Development for Consolidated Adult Basic Skills (Title II Grant) at Ocean County College.
- A maximum of \$45,000 to Mainstay, Boston, Massachusetts, for one-year chatbot software services from October 1, 2022, through September 30, 2023, for student enrollment and retention for the HUB at Ocean County College.
- A maximum of \$22,359.07 to Turnitin, LLC, Oakland, California, for a one-year contract for the TurnItIn Plagiarism and Writing Software license through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) , from October 1, 2022, through September 30, 2023, for the e-Learning Department at Ocean County College.
- To authorize the conduct of a bid process for natural gas supply services during the 2022 fall quarter with Noresco, LLC, on behalf of the County College Energy Consortium (CCEC), as authorized at the June 30, 2022, Board meeting.
- 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 Turnitin, LLC, Oakland, California, for a three-year contract from August 25, 2022, through August 24, 2025, with two additional one-year contract options for the TurnItIn Plagiarism and Writing Software license.
- The following contracts were amended:
 - An additional \$2,879.72, for a maximum total of \$20,421.37, to LinkedIn Corporation, Sunnyvale, California, for additional LinkedIn Learning licenses for professional development courses for faculty and staff at Ocean County College (contract originally awarded at the January 27, 2022, Board meeting).
 - An additional \$4,800, for a maximum total of \$159,044.04, to NJEdge.NET, Newark, New Jersey, to upgrade the current network speed of the campus-wide internet service at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).
- The Board adopted resolutions as follows:
 - a. Approving and authorizing the implementation of various projects consisting of college-wide infrastructure upgrades at Ocean County College:

Resolution Adopted
for NJCCC Purchasing
Consortium Contract
Awards

Contracts
Amended

Resolutions Adopted

- b. Authorizing the financing of the projects through funding available by the State of New Jersey through the Higher Education Fund Capital Improvement Fund Act (CIF); the Higher Education Facilities Trust Fund Act (HEFT), the Higher Education Technology Infrastructure Trust Fund Act (HETI); and the Higher Education Equipment Leasing Fund Act (ELF)
- c. Approving the application to the Secretary of Higher Education for the various projects
- d. Authorizing the President and Vice President of Administration and Finance to take the necessary actions to execute the projects
- e. Approving as an attachment to the resolution the Ocean County College Facilities Master Plan

- The Board accepted 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 Accepted
- The Board accepted a \$1,000 grant award from the New Jersey Department of Environmental Protection, Division of Water Monitoring and Standards, to the Barnegat Bay Partnership for the AmeriCorps New Jersey Watershed Ambassadors Program, with Ocean County College serving as the host agency, providing office space and resources. Project Director: Ms. Karen Walzer, Barnegat Bay Partnership Outreach Coordinator. Project Period: September 8, 2022, through August 31, 2023. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who shared Academic Affairs highlights from the President’s Report. He commended Dr. Henry Jackson, Executive Director of Academic Success, who has continued to create a pipeline of students from Ocean County high schools to OCC in programs including Robotics, Artificial Intelligence, and Environmental Sustainability. Dr. Konopka congratulated Tamila Purpuro and Sharon Scrofino, College Lecturers of Nursing, who recently earned doctoral degrees in Nursing.

- The following 2022-2023 Ocean County College Advisory Committees were approved: 2022-2023
Advisory
Committees
Approved
 - Addictions Counseling Advisory Committee
 - Business Advisory Committee
 - Computer Studies Advisory Committee
 - Criminal Justice Advisory Committee
 - Engineering Advisory Committee
 - Environmental Management Advisory Committee

- Fine and Performing Arts Advisory Committee
 - Health and Human Performance Advisory Committee
 - Hospitality, Recreation, and Tourism Management Advisory Committee
 - Interpreter Sign Language Advisory Committee
 - Law and Public Safety Advisory Committee
 - Media and Communication Advisory Committee
 - Nursing Advisory Committee
 - Social Work Advisory Committee
- The following items, as accepted by the College Senate at its meeting on August 4, 2022, were approved unanimously upon roll call vote:
- Revised Programs
 - Associate in Science Degree in Computer Science, Cyber-Information Security Option
 - Associate in Science Degree in Computer Science, Information Technology Option
 - Associate in Science Degree in Environmental Studies
 - Revised Courses
 - CHEM 182, General Chemistry II
 - CSIT 175, Digital Logic and Circuits
 - Revised Course and Course Code
 - SCIE 105, Forensic Science to FRSC 105

College Senate
Items Approved

Revised Programs

Revised Courses

Revised Course and
Course CodeBuildings and Grounds Committee

Mrs. Novak shared the redesign of all three floors of the Library is underway. The new space will make it easier for students to study and work.

Mrs. Novak presented the Buildings and Grounds Committee Report for August 25, 2022, which was unanimously accepted upon roll call vote.

Building/Grounds
Committee Report
AcceptedPersonnel Committee

Mr. Fall presented the Personnel Report in Mr. Leone's absence, which was unanimously approved as amended upon roll call vote.

Personnel Report
ApprovedMiscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide 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.

Resolution Adopted
for Closed Meeting

The following meetings were scheduled:

Meetings
Scheduled

Thursday, September 22, 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. Heidi Sheridan, Interim Executive and Artistic Director, Grunin Center, and Self-Study Co-Chair, who discussed the one-page review of Standard III, Design and Delivery of the Student Learning Experience, which was distributed to the Trustees. Ms. Sheridan explained the Self-Study draft report is available for the Trustees to review and will be reviewed at the October 13, 2022, Board Retreat. Ms. Sheridan then acknowledged Dr. Rosann Bar, Dean, Business and Social Sciences, who served as editor of the Self-Study report.

President's
Report

Dr. Larson reminded Trustees that the 2022 Fall Colloquium will take place in person on Thursday, September 1, 2022, with the State-of-the-College address at 9:30 a.m., in the Grunin Center Theatre.

Ms. Winchester provided an update on the Presidential Search. The Presidential Search Committee will review all candidate application materials, using the ACCT Position Profile as the criteria for rating each application. The committee will meet on September 15, 2022, to identify and select the semifinalist candidates.

Ms. Winchester then shared COVID-19 information for the Fall 2022 semester. The testing site will remain open Mondays and Thursdays in the Health and Human Performance Center for students, faculty, and staff, and class seating charts continue to be utilized for contact tracing purposes, as needed. Disposable masks are also widely available on campus.

Dr. Gerald Racioppi reported that fall enrollment is currently ahead 1.9% in credits over last year, following a drop for non-payment; he noted an additional drop for non-payment is scheduled for August 30, 2022. Dr. Racioppi shared an increase of 5% for first-time students and a very slight increase for continuing students. He commended the continued recruitment efforts by the Success Coaching staff, through the Advise CRM.

Dr. Racioppi commended Ms. Anna Regan, Executive Director of Academic Planning, and the Advising staff, who are working to implement curriculum tracks in the student planning system. These will provide a comprehensive program plan for students from beginning to end, helping to avoid students from taking a wrong course. To date, tracks have been built for 12 programs. In response to Mr. Latshaw's question, curriculum tracks can be built for specific in-State transfer programs.

Dr. Racioppi extended appreciation to Ms. Jennifer Fazio, Director of Student Life, and all who assisted with the successful New Student Launch events held on campus, which welcome new students and their families. Approximately 125 students attended the first event and 300 are expected to attend the next scheduled session.

Dr. Eileen Garcia discussed the recent trip to Egypt in August, where the leadership team met with leaders from Ain Shams University and Badr University in order to recruit students for programs beginning this Fall. The team attended Egypt's EduGate college fair, which generated 35 student inquiries. Also, Dr. Larson, Dr. Hayward, and Dr. Garcia filmed informational videos, which will be presented to the Egyptian Ministry of Education.

Dr. David Birdsell, Provost and Senior Vice President for Academic Affairs, proudly reported Kean University has the largest freshman class entering this Fall. He then reported on Kean University's Middle States Self-Study progress and shared Kean University was named the state's first urban research institute by Governor Phil Murphy.

Kean University values the partnership with OCC and thanked Dr. Larson for his leadership. In response, Dr. Larson extended congratulations to Dr. Repollet and Kean University's administration on the remarkable transformation under his leadership.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the Foundation has received over 300 scholarship applications for the Fall semester. The Foundation will also commit to Jump Start/Academy awards for the coming academic year, supporting 150 high school students with \$250 grants.

Mr. Malagiere then reported that the multi-year \$25 million Legacy Campaign has received \$1 million in donations since its launch.

Upcoming events include the SUP the River paddleboard race on September 17, 2022, with registration and sponsorship information available on the Foundation website, and the 2022/23 Blauvelt Lecture Series, which includes:

- 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 and FAOCC President, noted that the faculty has spent the summer preparing for the start of the Fall semester. He then reported the FAOCC is looking forward to the upcoming mediation session on September 12, 2022.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:46 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President