



BOARD OF TRUSTEES

Regular Meeting

Minutes

September 22, 2022

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:37 p.m. on Thursday, September 22, 2022, by Mr. Jerry Dasti, Chair, in the Conference Center and via Webex. The Pledge of Allegiance was recited by all present.</p>	Call to Order
<p>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 September 15, 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.</p>	Public Meeting Announcement
<p>Those in attendance were Mr. Dasti, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Van Thulin, 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.</p>	Attendance
<p>The minutes of the August 25, 2022, Board of Trustees public meeting were unanimously approved by roll call vote.</p>	Minutes Approved
<p>Dr. Larson introduced Ms. Jan Kirsten, Executive Director, College Relations, who shared clips of four new recruitment videos, which are intended to engage a wide variety of stakeholders. Ms. Kirsten discussed the effectiveness of the videos and how they will be utilized.</p>	Presentation
<p><u>Finance Committee</u></p>	
<p>Mr. Dupignac reported the Investment Committee met August 30, 2022, with investment advisors to review the College portfolios, which are performing well under the current financial climate. Review of the portfolios will continue over the coming months. The following Finance Committee items were then approved upon unanimous roll call vote:</p>	
<p>➤ The statement of income and expenditures as of August 31, 2022, was accepted.</p>	Income/Expenditures Accepted

- The following contracts were awarded: Contracts Awarded
 - A maximum of \$40,000 to Berry, Sahradnik, Kotzas and Benson, P.C., Toms River, New Jersey, for the first year of a two-year contract for legal services at Ocean County College.
 - A maximum of \$57,295 to PIP Printing, Brick, New Jersey, for the first year, with a second-year contract option, for campus-wide copy services at Ocean County College and the Southern Education Center.
 - A maximum of \$500,000 to Land-Tech Enterprises, Inc., Warrington, Pennsylvania, for the second-year contract option of an optional three-year contract for snow removal services at Ocean County College and the Southern Education Center.

- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
 - A maximum of \$577,810.25 to Troller Electric LLC, Lake Como, New Jersey, for the installation of campus-wide energy efficient lighting upgrades through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
 - A maximum of \$46,823.83 to National Auto Fleet Group, Watsonville, California, for the purchase of a Ford F150 truck through the Sourcewell Cooperative Purchasing Program for use by the Barnegat Bay Partnership at Ocean County College.

- The following contracts were amended: Contracts Amended
 - An additional \$133,980, for a maximum total of \$178,980, to Geneva Worldwide, Inc., New York, New York, for additional 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 (contract originally awarded at the July 28, 2022, Board meeting).
 - An additional \$3,338.30, for a maximum total of \$253,338.30, to Spartan Construction, Inc., South Amboy, New Jersey, to apply a three-course liquid flashing system as part of the professional repointing and additional exterior work project for the Health and Human Performance Center and Technology Building project at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).

- The Board approved the scheduling of a sale of surplus items no longer needed by the College. Sale of Surplus Items Approved

- The contract awarded at the June 30, 2022, Board meeting to W.W. Grainger, Inc., Eatontown, New Jersey, for the provisions of labor for the installation of campus-wide energy efficient lighting upgrades through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College was rescinded as W.W. Grainger has not met labor requirements set forth by NJNG's Energy Repayment Program. Rescission of Contract Award

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who shared Academic Affairs highlights from the President's Report, including work continues with Workforce Development to provide students a path from non-credit and certificate programs to degree programs.

- The following items, as accepted by the College Senate at its meetings on September 8, and 15, 2022, were approved unanimously upon roll call vote: College Senate Items Approved
 - New Program Options New Program Options
 - Associate in Science Degree in Advanced and Continuous Studies – Option in Business Analytics and Data Science
 - Associate in Science Degree in Advanced and Continuous Studies – Option in Supply Chain, Logistics, and Maritime Port Management
 - Associate in Science Degree in Hospitality, Recreation, and Tourism Management – Option in Culinary Arts
 - Revised Program Revised Program
 - Associate in Science Degree in Computer Science
 - Terminated Program Terminated Program
 - Associate in Science Degree in Psychosocial Rehabilitation
 - New Courses New Courses
 - BUSN 320, Procurement and Supplier Relationship Management
 - BUSN 321, Decision Intelligence in Supply Chains
 - BUSN 390, Fundamentals of Data Visualization for Business Analytics and Data Science
 - BUSN 391, Basics of Data Collection, Data Warehousing, and Data Cleansing
 - HRTM 230, Principles of Food and Beverage Management
 - HRTM 231, Culinary Fundamentals
 - HRTM 232, Advanced Culinary Concepts
 - Revised Course Revised Course
 - MATH 281, Differential Equations

Buildings and Grounds Committee

Mrs. Novak reported the completion of the Library Renovation project and thanked Mr. James Calamia, Assistant Vice President of Facilities, and Mr. Ryan Ward, Director of Capital Projects. She then provided an update on the status of the new Administration Building.

The Buildings and Grounds Committee Report for September 22, 2022, was then unanimously accepted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

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

Personnel Report
Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for closed meetings to be held on Thursday, October 13, and Thursday, November 3, 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-
October 13, and
November 3, 2022

The following meetings were scheduled:

Meetings
Scheduled

Thursday, October 13, 2022	12:00 p.m.	Meeting/Retreat
Thursday, November 3, 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.	Reorganization Meeting
	Immediately Following	Regular Public Monthly Meeting

President's Report

Dr. Larson introduced Ms. Janine Emma, Registrar, and Mr. Anthony Jordan, Director of Enterprise Applications, Co-Chairs of the Guiding Coalition, who provided an update on the status of OCC's Strategic Plan, OCC at the Helm. Ms. Emma and Mr. Jordan shared highlights supporting initiatives of the goals for the upcoming year. Ms. Emma thanked the Trustees and Dr. Larson for their support, the members of the Guiding Coalition for their work, and Mr. Jordan for his time as Co-Chair. She then introduced Dr. Mary Gibson, Director of Title II, as the new Co-Chair.

President's Report

Dr. Larson introduced Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, and Mr. James Marshall, Associate Director of Assessment, and Self-Study Co-Chairs, who discussed the one-page review of Standard IV, Support of the Student Experience, which was distributed to the Trustees. Dr. Beshara-Blauth explained the Self-Study draft report is available for the Trustees to review and will be discussed at the October 13, 2022, Board Retreat.

Ms. Winchester provided an update on the Presidential Search. The College Presidential Search Committee has reviewed all candidate application materials and scheduled the first round of Webex interviews with the top-ranked candidates. Ms. Winchester and Dr. Bradley Ebersole, ACCT Consultant, met with the Executive Search Committee to discuss the College Committee's ratings. The Executive Search Committee will determine the applicants who will be invited to interview with the committee. Following those interviews, finalists will be identified, shared with the College Community, and invited to campus.

Dr. Eileen Garcia shared e-Learning highlights from the President's Report. She noted that e-Learning faculty have been trained to use Simple Syllabus, an online software package that enables students to access their course syllabi five days before the first day of the term. Training will be offered to all faculty and lecturers in November. Dr. Garcia then reported additional open education resources have been published for Organic Chemistry II, Computer Science, and Artificial Intelligence.

The Diversity, Equity, and Inclusion (DEI) Committee is conducting a survey of OCC faculty, lecturers, staff, and administrators in regard to the topics of diversity, equity, and inclusion to help shape the DEI committee's next steps in creating an actionable plan for moving the institution forward.

Dr. Larson introduced Dr. Jessica Adams, Dean of Kean Ocean, and Mr. Vito Zajda, Director of Kean University's Center for Veterans Student Success. Mr. Zajda reported he spends one day each week at Kean Ocean. Services are available for both Kean Ocean and OCC veteran students.

Ms. Kim Malony, Alumni and Advancement Director, discussed the Summer/Fall edition of "Ocean Views," which was distributed to the Trustees. This edition, highlights Ms. Hailey Sadowski, 2022 Commencement Speaker. The issue is distributed to over 40,000 alumni and stakeholders.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the Foundation has awarded 150 Jump Start 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.

The Blauvelt Lecture Series successfully opened on September 20, 2022, with actor/musician Ice-T, which was sold out. Upcoming events include:

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

With no further comments from the Board members or the public, the meeting adjourned at 1:28 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President