

November 2022

## FINANCE COMMITTEE

Contact Executive Vice President Sara Winchester x2062 for specific information

The following was accepted:

- The statement of income and expenditures as of September 30, 2022

The following contracts were awarded:

- To KSS Architects for professional architectural and engineering design services for the Novins Planetarium renovation project at Ocean County College

The following resolutions were adopted:

- For a one-year membership from November 3, 2022, through November 2, 2023, in the online mentorship program to support ESL students and students enrolled in Career Technical Education programs who have requested assistance from the Counseling Center at Ocean County College
- For the purchase and installation of furniture for the Bloomberg Labs in the Gateway 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
- For a twelve-month agreement for street sweeping services from January 1, 2023, through December 31, 2023, at Ocean County College
- For a twelve-month agreement for management services, preventative maintenance, remote technical support, repair services, and service incidence tracking reporting for Cisco Webex equipment from November 3, 2022, through October 31, 2023, in various locations at Ocean County College
- For counseling services for employment for the Workforce and Professional Education Department from November 3, 2022, through September 30, 2023, funded through the Work Readiness Assistance Program (WRAP) Grant at Ocean County College
- For a three-year contract for computerized maintenance management system (CMMS) software from November 23, 2022, through November 22, 2025, for use by the Facilities Department at Ocean County College
- For travel services from November 3, 2022, to November 2, 2023, for the OCC Study Abroad Seminar in Ireland from August 11, 2023, through August 18, 2023
- To identify a qualified pool of consultants for professional architectural and engineering services from November 3, 2022, through November 2, 2023, at Ocean County College
- To identify a qualified pool of consultants for professional environmental services from November 3, 2022, through November 2, 2023, at Ocean County College
- To identify a qualified pool of consultants for professional mechanical, electrical, and plumbing and

building envelope commissioning services from November 3, 2022, through November 2, 2023, at Ocean County College

- 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:
  - For the second year of a two-year contract from November 4, 2022, through November 3, 2023, for the purchase of athletic uniforms and apparel

The following were amended:

- Additional monies to Johnson Controls, Inc., Blackwood, New Jersey, for additional chiller maintenance services and to purchase and install the materials necessary for piping modifications to provide access to the condenser head at Ocean County College (contract originally awarded at the May 20, 2021, Board meeting)
- Additional monies to Pocket Nurse, Monaca, Pennsylvania, to purchase nursing beds and additional instructional and non-instructional medical supplies on an as-needed basis through the Omnia Partners Cooperative Purchasing Program for use by the Nursing and Workforce and Professional Education departments at Ocean County College (contract originally awarded at the April 28, 2022, Board meeting)
- Additional monies to Fellowship Travel International, Inc., Ashland, Virginia, for travel services from July 29, 2022, to June 30, 2023, for an additional five student travelers for the OCC Study Abroad Seminar in Italy from January 1, 2023, through January 15, 2023 (contract originally awarded at the July 28, 2022, Board meeting)
- Additional monies to Nelnet Business Solutions, Inc., Lincoln, Nebraska, for additional e-commerce and student financial services from November 3, 2022, through June 30, 2023 for the Bursar and Accounting Office to provide paperless billing for students at Ocean County College (initial contract was under threshold and did not require Board approval)

The following were accepted:

- A \$98,000 grant award from the New Jersey Department of Human Services, Division of Mental Health and Addiction Services, to fund recovery supports to prevent and reduce substance abuse on college campuses in New Jersey. Project period: October 1, 2022, through September 30, 2023. Project Director: Dr. Kathryn Pandolpho, Director, Counseling and Student Development.

## **BUILDING AND GROUNDS COMMITTEE**

Contact Associate Vice President James Calamia x2066 for specific information

Approved:

- The acceptance of the Facilities Engineering and Operations Status Report for November 3, 2022.

## **BYLAW, POLICY, AND CURRICULUM COMMITTEE**

Contact Vice President Dr. Joseph Konopka x2264 for specific information

Approved:

Policy #2410, Administration, General, Nondiscrimination, Equal Opportunity, and Harassment

# PERSONNEL COMMITTEE

Contact Associate Vice President Tracey Donaldson x2150 for specific information

## EMPLOYMENT

### Academic – Adjunct Faculty

First Name	Last Name	Position	Start Date
John	DiLonardo	Adjunct Assistant Professor – Arts & Humanities	10/10/22
Keavy	Handley-Byrne	Adjunct Assistant Professor – Arts & Humanities	10/4/22
Taejoong	Kim	Adjunct Assistant Professor – Arts & Humanities	10/5/22
Carlos	Morales-Ramírez	Adjunct Assistant Professor – e-Learning	11/14/22
Skye	Naslund	Adjunct Assistant Professor – e-Learning	11/14/22
Kaliana	Sakas	Adjunct Assistant Professor – e-Learning	11/14/22

### Administrator

First Name	Last Name	Position	Start Date
Elizabeth	Arango	Financial Aid Processing Specialist	1/4/2023
Allison	Betts	P/T Career Pathways Coordinator, Social Work (Title III)	11/14/22
Laura	Dunn	Advisor/Case Manager, Adult Education (Title II)	11/14/22
Christina	Hernandez	Assistant Director of Veteran and Military Resource Center	11/28/22
Sandrine	Holloway	Financial Aid Advisor	11/14/22
William	Trub	Student Success Coach	11/14/22

### Non-Affiliated Hourly

First Name	Last Name	Position	Start Date
Robert	Caracciola	Electrical Maintenance Mechanic	11/14/22
William	Clanton	P/T Office Coordinator	11/28/22
Emily	Ponticello	Student Life Coordinator	11/14/22
Christopher	Power	General Building Maintenance Technician	11/14/22

### Professional

First Name	Last Name	Position	Start Date
Alexandra	Bianchi	Workforce & Professional Education Instructor III	10/17/22
Jeffrey	Grose	Workforce & Professional Education Instructor III	11/14/22

### Support Staff Association

First	Last	Position	Start
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Name	Name		Date
Andrew	Daley	Security Officer II	11/14/22
Jared	Dickinson	P/T Security Officer I	11/14/22

## CHANGE OF STATUS

### Academic – Adjunct Faculty

First Name	Last Name	From	To	Effective Date
Timothy	Sperling	Nursing Skills Lab Assistant, On-Call	Adjunct Assistant Professor, Nursing	11/07/22

### Administrator

First Name	Last Name	From	To	Effective Date
Erich	Carstens	Network Systems Administrator	Director, IT Support Services	11/7/22
Robbin	Haynes	Assistant Director of Financial Aid	Interim Executive Director of Financial Aid	11/7/22
Christina	Matuszewski	Talent Acquisition Coordinator	Employee Benefits Coordinator	11/7/22
Amy	Nadybal	Job Development & Outreach Coordinator	Academic Advisor	11/7/22

### Non-Affiliated Hourly

First Name	Last Name	From	To	Effective Date
Alexandria	Halloran	P/T Library Services Technician	Financial Aid Technician	11/14/22

### Professional

First Name	Last Name	From	To	Effective Date
Madisyn	Raguz	Assistant Coach Volleyball (Women's)	Head Coach Volleyball (Mens)	11/14/22

## PROMOTION

### Administrator

First Name	Last Name	From	To	Effective Date
Thomas	Granit	HVAC Technician	Lead HVAC Technician	11/7/22

## RESIGNATION

### Academic – Adjunct Faculty

First Name	Last Name	Position	Effective Date
Howard	Polenberg	Adjunct Assistant Professor - Arts and Humanities	07/01/22
Hank	Young	Adjunct Assistant Professor – Business	7/1/2020

## PRESIDENTS REPORT

<https://www.ocean.edu/news/dr-larsons-november-3-2022-report-to-the-occ-board-of-trustees/>

### B. Election of Officers

1. **Chairperson** - Mr. Jerry Dasti
2. **Vice Chairperson** - Mrs. Linda Novak
3. **Secretary** - Mr. Stephan Leone
4. **Treasurer** - Mr. Frank Dupignac

#### Newly elected Chairperson assumes chair

### C. Designation of Committee Membership

(As appointed by the Chair)

1. **Buildings and Grounds Committee**  
Mrs. Linda Novak, Chairperson  
Mr. Frank Dupignac  
Mr. Joe Teichman  
Mr. Carl V. Thulin  
Mr. Jerry Dasti (ex officio)
2. **Bylaw, Policy, and Curriculum Committee**  
Mrs. Joanne Pehlivanian, Chairperson  
Mr. Robert Fall  
Mr. Jerry Dasti (ex officio)
3. **Finance Committee**  
Mr. Frank Dupignac, Chairperson  
Mrs. Linda Novak  
Mr. Carl V. Thulin

Mr. Steven Zabarsky  
Mr. Jerry Dasti (ex officio)

4. **Personnel Committee**

Mr. Stephan Leone, Chairperson  
Mr. Robert Fall  
Mrs. Joanne Pehlivanian  
Mr. Carl V. Thulin  
Mr. Jerry Dasti (ex officio)

5. **Executive Committee**

Officers of the Board

6. **Audit Committee**

Mr. Charles Muller  
Mrs. Linda Novak  
Mrs. Joanne Pehlivanian  
Mr. Carl V. Thulin  
Mr. Jerry Dasti (ex officio)

7. **Compensation Committee**

Mr. Stephan Leone  
Mrs. Linda Novak  
Mr. Joseph Teichman  
Mr. Carl V. Thulin  
Mr. Jerry Dasti, (ex officio)

8. **International Program Committee**

Mr. Robert Fall, Chairperson  
Mr. Frank Dupignac  
Mr. Stephan Leone  
Mrs. Linda Novak  
Mr. Jerry Dasti (ex officio)

9. **Litigation Committee**

Members to be appointed as needed  
(Grievance Hearings – Mr. Dasti,  
Mr. Dupignac, Mr. Fall, Mr. Leone,  
Mr. Teichman, Mr. Thulin, Mr. Zabarsky)

- D. **Designation of the fourth Thursday of each month for the regular monthly meeting of the Board of Trustees at 12:30 p.m., in the Conference Center, except as noted; should the meetings be held remotely, specific access information will be distributed in advance of the meeting date:**

Thursday, December 8, 2022  
Thursday, January 26, 2023  
Thursday, February 23, 2023  
Thursday, March 23, 2023  
Thursday, April 27, 2023  
Thursday, June 1, 2023

Thursday, June 29, 2023  
Thursday, July 27, 2023  
Thursday, August 24, 2023  
Thursday, September 28, 2023  
No October meeting  
Thursday, November 9, 2023 (second Thursday)  
Thursday, December 7, 2023

E. **Designation of the following days for Board Retreats at 12:00 noon in the Conference Center, except, as noted; should the meetings be held remotely, specific access information will be distributed in advance of the meeting date:**

Thursday, January 12, 2023  
Thursday, April 13, 2023  
Thursday, July 13, 2023  
Thursday, October 12, 2023

F. **Designation of the following days for Board meetings to be held for Conversations with the Trustees at 12:00 noon in the Student Center; should the meetings be held remotely, specific access information will be distributed in advance of meeting dates:**

Thursday, March 9, 2003  
Thursday, October 26, 2023

**EXHIBIT "A"**

**OCEAN COUNTY COLLEGE  
SUMMARY OF CASH DEPOSITORIES**

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**SANTANDER BANK**

940 Fischer Boulevard  
Toms River, New Jersey 08753

1. General Checking
2. Student Life
3. Investment – Money Market
4. Restricted Fund Checking
5. Section 125
6. Payroll
7. International

Services:

1. Direct Deposit
2. Automated Account Reconciliation

3. Foreign Drafts
4. Credit Card Service
5. Wire Transfer
6. Positive Pay
7. ACH Protection
8. Remote Deposit

**INVESTORS BANK**

130 N County Line Rd.  
Jackson, New Jersey 08527

1. Investment – Money Market
2. Checking Account – Capital

**OCEAN FIRST**

975 Hooper Avenue  
Toms River, New Jersey 08753

1. Investment Account

**UBS FINANCIAL**

100 Overlook Center, Ste 100  
Princeton, New Jersey 08540-5270

1. Investment Account

**LAKELAND BANK**

1012 Hooper Avenue  
Toms River, New Jersey 08753

1. Investment Account – Money Market

**STATE OF N.J. CASH MANAGEMENT FUND**

C/O State Street Bank and Trust  
P.O. Box 5994  
Boston, Massachusetts 02206-5994

1. Purchase of Money Market Shares:  
NJ Employment Security Agency

**METLIFE**

One Financial Center  
Boston, Massachusetts 02111

1. Investment Account