



BOARD OF TRUSTEES

AGENDA

Reorganization Meeting

**November 3, 2022
12:30 p.m.**

- I. **CALL TO ORDER** (Dr. Larson presiding)

- II. **ANNOUNCEMENT OF PUBLIC MEETING**

- III. **ROLL CALL**

- IV. **REORGANIZATION OF THE BOARD OF TRUSTEES**
 - A. **Swearing-in of:**
 1. **Mr. Jerry Dasti, Mrs. Linda Novak, and Mr. Steven Zabarsky, who were reappointed by the Ocean County Board of Commissioners to four-year terms on the Ocean County College Board of Trustees, from November 1, 2022, through December 19, 2026.**

B. **Election of Officers**

Bd. Action

1. **Chairperson**
2. **Vice Chairperson**
3. **Secretary**
4. **Treasurer**

Newly elected Chairperson assumes chair

C. **Designation of Committee Membership**

Bd. Action

(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:**

Bd. Action

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:** **Bd. Action**

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

- G. **Designation of Depositories (Exhibit A)** **Bd. Action**

VI. **ADJOURNMENT**

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

EXHIBIT "A"

OCEAN COUNTY COLLEGE SUMMARY OF CASH DEPOSITORIES

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



Board of Trustees Resolution

WHEREAS, *the Open Public Meetings Act of 1975 requires public bodies to provide notice of all meetings in an effort to enhance the proper functioning of the democratic processes; and*

WHEREAS, *it is the desire of this Board to implement and adhere to the provisions of said act;*

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Ocean County College as follows:

1. *Pursuant to the provisions of Section 13 of the afore-said statute, the Board of Trustees hereby designates the fourth Thursday of each month as the date of its regular meeting, except as noted below:*

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

Thursday, December 7, 2023

Meetings shall commence at 12:30 p.m. and shall be held in the Conference Center, on the campus of Ocean County College, College Drive, Toms River, New Jersey. If meetings are held remotely, specific access information will be distributed in advance of meeting dates.

In addition, the following Board of Trustees Meetings/Retreats are scheduled, which will be held in the Conference Center, on the campus of Ocean County College, College Drive, Toms River, New Jersey, from 12:00 noon to 3:00 p.m. If meetings are held remotely, specific access information will be distributed in advance of meeting dates:

Thursday, January 12, 2023

Thursday, April 13, 2023

Thursday, July 13, 2023

Thursday, October 12, 2023

In addition, the following Meetings, Conversations with the Trustees, are scheduled, which will be held in the Student Center, on the campus of Ocean County College, College Drive, Toms River, New Jersey:

Thursday, March 9, 2023

Thursday, October 26, 2023

- 2. A copy of this resolution shall be prominently posted and maintained throughout the year in the public places reserved for such announcements.*
- 3. A copy of this resolution shall be forwarded to the Asbury Park Press and the Atlantic City Press.*
- 4. A copy of this resolution shall be filed with the Clerk of the County of Ocean.*
- 5. In the event the meeting schedule as described in paragraph 1 is revised, the Board of Trustees shall, within seven days following such revision, post, forward, and submit such revision in the manner provided for in paragraphs 2, 3, and 4 of this resolution.*
- 6. Written notice of special meetings of the Board of Trustees shall be at least 48 hours in advance, giving the time, date, location, and, to the extent known, the agenda of such special meeting. The notice shall accurately state whether formal action may or may not be taken and shall be provided for in the following manner:*
 - a. By posting a copy of such notice in at least one public place reserved for such announcements.*
 - b. By forwarding a copy of such notice to the Asbury Park Press and the Atlantic City Press.*
 - c. By filing a copy of such notice with the Clerk of the County of Ocean.*

7. *Any person may request in writing that the Board of Trustees mail to him/her a copy of the schedule of regular meetings of the Board of Trustees and/or advance written notice of special or rescheduled meetings of the Board of Trustees. Upon prepayment by such person of the applicable fee, such schedule and/or advance notices shall be made available to such person. Fees will be assessed in accordance with Board Policy #2300, Administrative Operations, Public Access to Government Records. All requests made pursuant hereto shall terminate at midnight on December 31 of the current year, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees, together with prepayment of the applicable fee. Notices requested by the news media shall be mailed free of charge.*

8. *Upon the affirmative vote of 3/4 of the Trustees present, the Board of Trustees may hold a meeting without compliance with the notice requirements of this resolution if such a meeting is required to deal with matters of such urgency and importance that delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest.*

Adopted: November 3, 2022



**BOARD OF TRUSTEES
AGENDA**

**NOVEMBER 3, 2022
Immediately Following
Reorganization Meeting**

- I. **CALL TO ORDER**

- II. **ANNOUNCEMENT OF PUBLIC MEETING**

- III. **ROLL CALL**

- IV. **RECOMMEND APPROVAL OF MINUTES OF THE AUGUST 25, 2022, CLOSED SESSION AND SEPTEMBER 22, OCTOBER 13, 18, 20, 21, and 27, 2022, BOARD OF TRUSTEES CLOSED SESSIONS AND PUBLIC MEETINGS** ***Bd. Action***

- V. **PRESENTATIONS/COMMENDATIONS**

- VI. **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, Assistant Vice President of Facilities)*

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**VII. MISCELLANEOUS**

- A. Recommend adoption of a resolution providing for closed meetings to be held immediately following today's meeting at 2:00 p.m. and 4:00 p.m. for the purpose of discussing personnel action, the results of which will be released to the public when the need for confidentiality no longer exists

Bd. Action

- B. Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, December 8, 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

VIII. PRESIDENT'S REPORTIX. NEXT MEETINGS OF THE BOARD OF TRUSTEES ON**THURSDAY, DECEMBER 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: Regular Public Monthly Meeting |

X. **PUBLIC COMMENTS**

XI. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

September 22, 2022

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.

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 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.

Public Meeting
Announcement

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.

Attendance

The minutes of the August 25, 2022, Board of Trustees public meeting were unanimously approved by roll call vote.

Minutes Approved

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.

Presentation

Finance Committee

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:

- The statement of income and expenditures as of August 31, 2022, was accepted.

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



BOARD OF TRUSTEES

Public Retreat/Meeting

Minutes

October 13, 2022

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:05 p.m. on Thursday, October 13, 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, a notice was publicized on October 7, 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.

Public Meeting
Announcement

Those in attendance were: Mr. Dasti, Mrs. Linda Novak, Mr. Stephen Leone, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Carl V. 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. Others in attendance were Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, Effectiveness, and Compliance; 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, Mr. Marshall, and Ms. Sheridan, who provided an overview of the Self-Study activities during the past two months. A draft report was shared with the College community in August, and it was the focus of the September Colloquium breakout sessions. Minimal feedback was received from the College community for revisions to the report.

Middle States
Self-Study
Report Review

The purpose of this retreat was to provide the trustees with the opportunity to review the report, ask questions, and offer advice prior to finalizing the draft document for submission to Dr. Vicki Bastecki-Perez, Chair of the Middle States Visiting Team, by November 2, in preparation for her November 17 preliminary on-campus visit. Each of the seven standards and the recommendations for improvement were then shared with the trustees by Dr. Beshara-Blauth, Mr. Marshall, and Ms. Sheridan.

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.

Dr. Larson congratulated Dr. Beshara-Blauth for her excellent management of this extremely important self-evaluation process. Dr. Larson and the trustees commended Dr. Beshara-Blauth for keeping the team well organized and prepared.

The following meetings were scheduled, which will be advertised in advance as required by the New Jersey Open Public Meetings Act:

Meetings
Scheduled

Tuesday, October 18, 2022, at 3:00 p.m.

Thursday, October 20, 2022, at 12:15 p.m.

Friday, October 21, 2022, at 12:00 p.m.

With no further business and no public comments forthcoming, the meeting adjourned at 1:45 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President



BOARD OF TRUSTEES

Special Meeting

Minutes

October 18, 2022

A special meeting of the Ocean County College Board of Trustees was called to order at 3:05 p.m. on Tuesday, October 18, 2022, by Mrs. Linda Novak, Vice Chair, in Room 201 of the Larson Student Center on the College campus 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. This special meeting was announced on October 14, 2022, as required by the New Jersey Open Public Meetings Act, by providing 24 hour notice to the Asbury Park Press, the Atlantic City Press, the Ocean County Clerk, and the College community. The notice indicated this meeting would also be held via Webex, as per New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means.

Public Meeting
Announcement

Those in attendance were Mr. Dasti, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, and Mr. Carl V. Thulin, Jr. Also in attendance were Dr. Bradley Ebersole, ACCT Consultant for the Presidential Search, and Mrs. Connie Bello.

Attendance

A resolution was introduced and adopted upon unanimous roll call vote providing for a closed meeting to be held immediately following the adjournment of this public meeting for the purpose of discussing personnel action, the results of which will be released to the public when the need for confidentiality no longer exists.

Resolution Adopted
for Closed Meeting

The following meetings are scheduled:

THURSDAY, OCTOBER 20, 2022

- Entire Board**
Time: 12:15 P.M.
Place: Instructional Building, and
INST 107, and via Webex
Purpose: **Special Meeting**

FRIDAY, OCTOBER 21, 2022

- Entire Board**
Time: 12:00 noon
Place: Technology Building,
TECH 115, and via Webex
Purpose: **Special Meeting**

With no further comments from the Board members or the public, the meeting adjourned at 3:10 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Assistant to the President and
Secretary to the Board of Trustees



BOARD OF TRUSTEES

Special Meeting

Minutes

October 20, 2022

A special meeting of the Ocean County College Board of Trustees was called to order at 12:20 p.m. on Thursday, October 20, 2022, by Mrs. Linda Novak, Vice Chair, in Room 107 of the Instructional Building on the College campus 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. This special meeting was announced on October 18, 2022, as required by the New Jersey Open Public Meetings Act, by providing 24 hour notice to the Asbury Park Press, the Atlantic City Press, the Ocean County Clerk, and the College community. The notice indicated this meeting would also be held via Webex, as per New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means.

Public Meeting
Announcement

Those in attendance were Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, and Mr. Carl V. Thulin, Jr. Also in attendance were Mr. David Paulus, Chair of the OCC Foundation; Dr. Bradley Ebersole, ACCT Consultant for the Presidential Search; and Mrs. Connie Bello.

Attendance

Given only five members of the Board were present, a quorum of the Board was not established. In accordance with Board Bylaw #1330, Quorum of the Board, the meeting was adjourned at 12:25 p.m. with no discussion taking place and no formal business being conducted.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Assistant to the President and
Secretary to the Board of Trustees



BOARD OF TRUSTEES

Special Meeting

Minutes

October 21, 2022

A special meeting of the Ocean County College Board of Trustees was called to order at 12:10 p.m. on Friday, October 21, 2022, by Mr. Jerry Dasti, Chair, in Room 115 of the Technology Building on the College campus 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. This special meeting was announced on October 18, 2022, as required by the New Jersey Open Public Meetings Act, by providing 24 hour notice to the Asbury Park Press, the Atlantic City Press, the Ocean County Clerk, and the College community. The notice indicated this meeting would also be held via Webex, as per New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means.

Public Meeting
Announcement

Those in attendance were Mr. Dasti, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, and Mr. Carl V. Thulin, Jr. Also in attendance was Mr. David Paulus, Chair of the OCC Foundation; Dr. Bradley Ebersole, ACCT Consultant for the Presidential Search; and Mrs. Connie Bello.

Attendance

A resolution was introduced and adopted upon unanimous roll call vote providing for a closed meeting to be held immediately following the adjournment of this public meeting for the purpose of discussing personnel action, the results of which will be released to the public when the need for confidentiality no longer exists.

Resolution Adopted
for Closed Meeting

The following meeting is scheduled:

THURSDAY, OCTOBER 27, 2022

1. Entire Board

Time: 2:00 p.m.

Place: Conference Center, Building 10,
and via Webex

Purpose: **A Conversation with the Trustees**

With no further comments from the Board members or the public, the meeting adjourned at 12:15 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Assistant to the President and
Secretary to the Board of Trustees



BOARD OF TRUSTEES

Public Retreat/Special Meeting

Minutes

October 27, 2022

On Thursday, October 27, 2022, at 2:00 p.m., a retreat/meeting of the Ocean County College Board of Trustees was held in the Conference Center and via Webex.

Those in attendance were: Mr. Jerry Dasti, Chair, Mr. Stephan Leone, Mr. Robert Fall, Mr. Stephen Zabarsky, Mr. Raymond Joseph Latshaw, III, Dr. Jon Larson, Executive Vice President of Finance and Administration Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, and Vice President Gerald Racioppi. Attendance

Because a majority of the trustees were not present, a formal meeting could not take place. The Trustees, Dr. Larson, and other OCC staff in attendance then informally held a conversation with those in attendance. Lack of a Quorum

Mr. Dasti welcomed all Trustees, Faculty, Staff, and Students to today's event, which gives members of the OCC community an opportunity to communicate directly with OCC's Trustees in an informal setting. Dr. Larson thanked all in attendance and invited questions and comments to share with the Trustees, who are happy to discuss College issues. Mr. Fall explained that this meeting is a chance for students, faculty, and staff to share with Trustees a report on how the Board is doing and offer ideas on how to make the College better. Welcoming Remarks

The Trustees then introduced themselves and shared their backgrounds. Board of Trustees Introduction

A question was submitted in advance of this meeting asking if the administration foresees a reduction in force in FY 2023-24 if enrollment doesn't improve. Dr. Larson shared there are currently several vacant positions which will not be filled as well as several employee retirements whose positions can be filled with part-time or adjunct employees, which will result in a savings to the budget. Dr. Racioppi shared an update on enrollment, and reported that there has been improvement in new student enrollment and continued improvement on retention. The continued enrollment issues are a result of stop-out students who do not return to OCC.

Dr. Konopka provided an overview on 3+1 programs. Current programs are available with New Jersey City University and Southern New Hampshire University, with discussions underway with Rutgers Camden and Montclair State University. Dr. Konopka explained these programs offer students the ability to take the third year of a four-year program at OCC, saving thousands of dollars on the cost of a bachelor's degree. Ms. Eileen Schilling, Senior Liaison to the President, noted that the 3+1 degree is a new entity in the State, and more is learned about these programs as additional partnerships are formed with senior institutions.

Dr. Larson shared the State Budget includes \$4 million to start a new pilot program to provide tuition-free education to adult postsecondary students enrolled in certain career and technical education programs at county vocational schools and county colleges.

Mr. Leone then asked what can be done to improve student attendance at these trustee meetings. Eric Bras, Student Government President, learned about today's meeting from Ms. Jennifer Fazio, Director of Student Life. He believes the time of the meeting is convenient for students and suggested broadcasting in different ways to students. Eric then shared a concern on behalf of students regarding Honor Lock. The perception is that the program remains on a student's personal device. Dr. Larson explained the need to have some sort of "honor" system in place to prevent the loss of accreditation. Dr. Garcia explained that the program modifies the Chrome web browser and not a student's computer. The extension can be removed as soon as the exam has been submitted. Mr. Dasti suggested providing a statement so that the program can be better understood.

Mr. Leone inquired as to what form of learning is more popular with students--traditional, distance learning, or HyFlex courses. Eric Bras and Mr. Latshaw both prefer in-person classes. Dr. Konopka explained that distance learning courses are convenient for people who work and need flexibility. Mr. Leone feels that in-person learning should be heavily promoted.

Dr. Sheenah Hartigan, Executive Director of Enrollment Services, reported the first in-person breakfast for public high school guidance counselors was held on campus since the pandemic. A panel consisting of 22 OCC students was available for the counselors to ask questions about their experiences attending OCC. The student comments were well received. It was suggested that panels of OCC students visit high schools in order to share their positive experiences directly with the students, which would be helpful to promote OCC and overcome the stigma of attending a county college.

In response to a question regarding the creation of new and the termination of old programs, Dr. Konopka shared research on labor statistics, as well as taking into consideration student transfer data, is helpful when looking into new programs. Terminated programs are those with low or no enrollment.

Dr. Larson thanked the Trustees for taking the time to participate today and commended them for their continued support.

As no further discussion ensued, this informal meeting ended at 3:15 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President