



BOARD OF TRUSTEES

Regular Meeting

Minutes

November 3, 2022

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:50 p.m. on Thursday, November 3, 2022, immediately following the Reorganization Meeting 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 26, 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. Stephan Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mr. Joseph Teichman, 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.

Attendance

Dr. Larson introduced Ms. Jan Kirsten, Executive Director, College Relations, who shared OCC's College Relations team received the following design awards at the National Council for Marketing and Publications (NCMPR) district conference held in Syracuse, New York, on October 3, 2022:

Presentation

- Gold – Planetarium Reopening Safety Signage
- Gold – Camps on Campus
- Silver – Ocean Views Magazine

Ms. Kirsten commended Ms. Nicole Howard, Graphic Specialist; Mr. Michael Leon, Director of Graphic Design; Ms. Dori Londres, Marketing and Communications Writer/Editor; and Ms. Sara Nusbaum, Social Media Coordinator, for their contributions to these projects.

Ms. Kirsten then introduced Ms. Mary Granahan, Television Production Director, who shared an update on new initiatives at Ocean TV-20, including an updated broadcast schedule with themed time blocks to keep viewers tuned in by airing similar programming back-to-back. Ocean TV-20 airs on Comcast channel 20 and Fios channel 22. In addition, Ms. Granahan shared a video highlighting the Helping Hands Food Pantry, which will air on TV-20.

The 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 were approved by roll call vote, with an abstention from Mr. Muller on the October 18, 20, 21, and 27, 2022, minutes.

Minutes Approved

Finance Committee

Mr. Dupignac provided an update on the current status of the College portfolios. The following Finance Committee items were then approved upon unanimous roll call vote:

➤ The statement of income and expenditures as of September 30, 2022, was accepted.

Income/Expenditures Accepted

➤ The following contract was awarded:

Contract Awarded

➤ A maximum of \$70,000 to KSS Architects, Princeton, New Jersey, for professional architectural and engineering design services for the Novins Planetarium renovation project at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted for Contract Awards

➤ A maximum of \$25,821 to Shearwater International, Inc., Wilmington, Delaware, 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.

➤ A maximum of \$36,424.99 to Krueger International, Inc., Green Bay, Wisconsin, 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.

➤ A maximum of \$30,000 to the County of Ocean, Toms River, New Jersey, for a twelve-month agreement for street sweeping services from January 1, 2023, through December 31, 2023, at Ocean County College.

➤ A maximum of \$22,500 to Aspire Technology Partners, LLC, Eatontown, New Jersey, 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.

- A maximum of \$30,000 to Waters and Sims Employment Services, Inc., Red Bank, New Jersey, 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.
- A maximum of \$108,640.45 to Maintenance Connection, LLC, an Accruent Company, Davis, California, 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.
- A maximum of \$75,000 to Fellowship Travel International, Inc., Ashland, Virginia, for travel services from November 3, 2022, through 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.
- 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 the following vendors 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:
 - Ambro, Primos, Pennsylvania
 - BSN Sports, LLC, Dallas, Texas
 - Riddell/All American, North Ridgeville, Ohio
 - Varsity Spirit Fashions and Supplies, LLC, Memphis, Tennessee
- The following contracts were amended:
 - An additional \$23,041.69, for a maximum total of \$85,118.61, 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).

Resolution Adopted for NJCCC Purchasing Consortium Contract Award

Contracts Amended

- An additional \$15,000, for a maximum total of \$60,000, 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).
- An additional \$8,000, for a maximum total of \$73,000, 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).
- An additional \$12,000, for a maximum total of \$24,000, 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 Board 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 Director: Dr. Kathryn Pandolpho, Director, Counseling and Student Development. Project Period: October 1, 2022, through September 30, 2023. Grant Accepted

Bylaw, Policy, and Curriculum Committee

In the absence of Mrs. Pehlivanian, Dr. Konopka shared Mr. Thomas Gialanella, Executive Director of School Relations, held a workshop on campus, which was attended by 160 Ocean County high school Advanced Placement teachers.

- The following item was then approved unanimously upon roll call vote: College Senate Item Approved
- Revised Policy Revised Policy
 - Policy #2410, Administration, General, Nondiscrimination, Equal Opportunity, and Harassment

Buildings and Grounds Committee

Mrs. Novak introduced Mr. Ryan Ward, Director of Capital Projects, who provided a review of the Library Renovation project, which will incorporate brighter finishes and a modernization of the space to encourage the gathering of students.

The Buildings and Grounds Committee Report for November 3, 2022, was then unanimously accepted upon roll call vote. Building/Grounds Committee Report Accepted

Personnel Committee

Mr. Leone congratulated the Administration and Faculty Association for the ratification of the 2019-2026 FAOCC Agreement. Dr. Larson shared that he is very pleased with the Agreement and the way it was received by both parties.

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved as amended 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, November 3, 2022, at 2:00 p.m. and 4:00 p.m., and Thursday, December 8, 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
November 3, 2022,
and December 8,
2022

The following meetings were scheduled:

Meetings
Scheduled

Thursday, December 8, 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

Mr. Dasti shared the Board of Trustees has selected three finalists for the presidency of OCC. Each finalist will participate in an interview with the full Board of Trustees and on-campus open forums with all campus constituency groups, available in-person and via Webex.

President's Report

Dr. Joseph Konopka introduced Dr. Sylvia Riviello, Dean of STEM, and Ms. Elizabeth Metzger, Director of Customized Training and Business Engagement, who highlighted the new courses and programs that are under development through the Centers of Workforce Innovation (CWI) initiative, sponsored by the New Jersey Council of Community Colleges (NJCCC) and the New Jersey Business and Industry Association (NJBIA). Through this initiative, the Workforce and Professional Education Department and the School of STEM continue to develop programs in advanced technology areas, including cybersecurity and software development. Dr. Riviello shared a testimonial from OCC graduate, Robert Bartley, who discussed how this program at OCC prepared him to continue his education at Ramapo College of New Jersey.

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 V, Educational Effectiveness Assessment, which was distributed to the Trustees.

Dr. Gerald Racioppi provided an update to fall enrollment, which is currently short 1.4% in credits over last year. Dr. Racioppi shared we continue to show an increase for first-time students and struggle in the reenrollment of stop-out students. Dr. Sheenah Hartigan, Executive Director of Enrollment Services, and the Enrollment Services staff have visited area high schools 60 times this semester.

Dr. Eileen Garcia reported Dr. Maysa Hayward, Associate Vice President, International Programs, is currently in Egypt, conducting orientation sessions and training workshops for instructors, students, and facilitators in preparation of receiving Cohort 1 of the Ocean Badr Kean program.

The Diversity, Equity, and Inclusion (DEI) Committee met to discuss the results of the survey of OCC faculty, lecturers, staff, and administrators in regard to the topics of diversity, equity, and inclusion. Smaller working groups will be created, which will 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, who shared Kean Ocean offers several community wellness events on campus, including Yoga, campus walks, and injury prevention. All events are open to Kean Ocean and OCC students, faculty, and staff. Dr. Adams also reported Kean Ocean is returning to the Southern Education Center, offering baccalaureate and master degree programs. Dr. Adams then introduced Ms. Breanna Brown, Academic Affairs Services Specialist.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the following:

- The Foundation's Annual Appeal will once again feature three donors, for the "Why I Give" campaign.
- The Legacy Campaign currently has received \$1.25 million in pledges.
- The Foundation continues to support the Study Abroad program, with both the Exploring Italy and Theater in London trips filled to capacity.
- A first-ever joint fundraiser with Community Medical Center Foundation mini-golf tournament will be held on January 20, 2023, in the Larson Student Center.

The Blauvelt Lecture Series upcoming events include:

- Olympic Gold Medalist and professional athlete Mia Hamm, March 8, 2023
- Presidential historian Michal Beschloss, April 25, 2023.

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English and FAOCC President, shared the following Faculty accomplishments: Public Comments

- Ms. Catherine Pontoriero, Librarian – Reference Services, has earned a Master of Fine Arts Degree

- Ms. Jayanti Tamm, Associate Professor of English, has been awarded a Fulbright scholarship
- OCC's English Honor Society, Sigma Kappa Delta (SKD), under the direction of faculty advisors Jayanti Tamm and David Bordelon, filmed Halloween inspired readings in the TV Studio, which were broadcast on TV-20 and promoted by the national SKD organization's website.

With no further comments from the Board members or the public, the meeting adjourned at 2:00 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President