



**BOARD OF TRUSTEES  
AGENDA**

**FEBRUARY 23, 2023  
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 JANUARY 26, 2023,  
AND FEBRUARY 9, 2023, BOARD OF TRUSTEES CLOSED SESSIONS  
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, 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**

VIII. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, March 23, 2023, 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, MARCH 9, 2023**

- |                        |                                                                                                                       |
|------------------------|-----------------------------------------------------------------------------------------------------------------------|
| 1. <b>Entire Board</b> | Time: 12:00 noon<br>Place: Larson Student Center and<br>via Webex<br>Purpose: <b>A Conversation with the Trustees</b> |
|------------------------|-----------------------------------------------------------------------------------------------------------------------|

*and*

**THURSDAY, MARCH 23, 2023**

- |                                                                      |                                                                 |
|----------------------------------------------------------------------|-----------------------------------------------------------------|
| 1. <b>International Programs<br/>Committee</b><br>(as needed)        | Time: 9:30 a.m.<br>Place: Conference Room A&B and<br>via Webex  |
| 2. <b>Bylaw, Policy, and<br/>Curriculum Committee</b><br>(as needed) | Time: 9:30 a.m.<br>Place: Conference Room A&B and<br>via Webex  |
| 3. <b>Finance Committee</b>                                          | Time: 10:00 a.m.<br>Place: Conference Room A&B and<br>via Webex |
| 4. <b>Buildings and Grounds<br/>Committee</b>                        | Time: 10:30 a.m.<br>Place: Conference Room A&B and<br>via Webex |
| 5. <b>Personnel Committee</b>                                        | Time: 11:00 a.m.<br>Place: Conference Room A&B and<br>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**

XI. **PUBLIC COMMENTS**

XII. **ADJOURNMENT**

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





## **BOARD OF TRUSTEES**

### **Regular Meeting**

#### **Minutes**

**January 26, 2023**

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Thursday, January 26, 2023, by Mr. Stephan Leone, Treasurer, presiding in Mr. Jerry Dasti's absence, 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 2022 reorganization meeting and distributed as required by law. Also, a notice was publicized on January 23, 2023, 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. Leone, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mr. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Raymond Joseph Latshaw, III, Mr. Jack Sahradek, 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 December 8, 2022, Board of Trustees closed session and public meeting were approved by roll call vote, with an abstention from Mr. Zabarsky on the closed session minutes.

Minutes Approved

Dr. Konopka discussed the STEM partnership with Joint Base McGuire-Dix-Lakehurst and then introduced Master Sergeant Steven Hoare, Master Sergeant Dean Morton, and Technical Sergeant Andrew Chadbourn, who shared information on the Infinity Spark Innovation Laboratory and the degree program opportunities for service members at JB MDL. Master Sergeant Hoare explained there is strong interest in the Hyflex model being established at JB MDL. Dr. Konopka then commended Dr. Sylvia Riviello, Dean of STEM, and Ms. Pamela Bogdan, College Lecturer II, Engineering, who were instrumental in the development of this joint venture, and introduced Ms. Christina Hernandez, Assistant Director of the Veteran and Resource Center.

Presentations

Finance Committee

Mr. Dupignac shared the Audit Committee met on December 15, 2022, with Mr. Robert Nehila to discuss the recently completed FY 2022 Audit. The report will be finalized once the State provides pension data. The following Finance Committee items were then approved as amended upon unanimous roll call vote to include an update to Exhibit A-8:

- The statement of income and expenditures as of December 31, 2022, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contract Awarded
  - A maximum of \$22,750 to French and Parrello Associates, PA, Wall, New Jersey, for professional architectural and engineering services to provide ADA access pathways for the Technology and Hierarchy Science Buildings at Ocean County College.
  - A maximum of \$569,870 to Strober-Wright Roofing, Inc., Lambertville, New Jersey, for the Technology Building roof replacement project at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
  - A maximum of \$32,665.53 to National Fence Systems, Inc., Avenel, New Jersey, for the purchase and installation of safety fencing in the Gateway Building, through the Hunterdon County Educational Services Commission (HCESC) Cooperative contract, at Ocean County College.
  - A maximum of \$35,000 to Hope Sheds Light, Toms River, New Jersey, for professional services to support the Student Recovery Support Program from October 1, 2022, through September 30, 2023, funded by the New Jersey Division of Mental Health and Addiction Services (DMHAS) at Ocean County College.
  - A maximum of \$70,058.62 to SHI International Corporation, Somerset, New Jersey, for a one-year contract for the renewal of the Microsoft Software Campus Volume License Agreement from March 1, 2023, through February 29, 2024, through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.
  - A maximum of \$84,329.49 to Dell Marketing, L.P., Round Rock, Texas, for the purchase of Dell computers for the Bloomberg Lab, the Business Analytics/Supply Chain lab, and for the Technology Building funded through the Securing Our Children's Future Bond Act at Ocean County College.
- The following contracts were amended: Contracts Amended
  - An additional \$38,735, for a maximum total of \$41,030, to Daktronics, Brookings, South Dakota, for the purchase of an athletic scoreboard through the Omnia Partners Cooperative Purchasing Program for use at Ocean County College (initial contract was under threshold and did not require Board approval).



- An additional \$15,000, for a maximum total of \$57,202, to Suburban Trails, Inc., New Brunswick, New Jersey, for additional 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 (contract originally awarded at the August 25, 2022, Board meeting).
- An additional \$25,000, for a maximum total of \$75,856.50, to PIP Printing, Brick, New Jersey, for additional offset printing services at Ocean County College (contract originally awarded at the April 28, 2022, Board meeting).
- An additional \$10,746.69, for a maximum total of \$149,247.61, to Troller Electric, LLC, Lake Como, New Jersey, for the purchase and installation of additional electrical outlets in classrooms to support hybrid instruction at Ocean County College (contract originally awarded at the May 20, 2021, Board meeting).
- An additional \$40,000, for a maximum total of \$55,000, to Atlas Elevator, Inc., Barnegat, New Jersey, for additional campus-wide elevator repair and maintenance at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$10,000, for a maximum total of \$28,271.88, to HireRight, LLC, Irvine, California, for additional employee background screening services for the Human Resources Department at Ocean County College (initial contract was under threshold and did not require Board approval).
- The following contracts were rescinded:

Contracts  
Rescinded

  - The contract awarded at the December 16, 2021, Board meeting, to TEC Elevator, Inc., Marmora, New Jersey, as TEC Elevator was acquired by another entity without notifying New Jersey State Purchase and Property of the change in ownership resulting in suspension of the State awarded cooperative contract.
  - The contract awarded at the November 4, 2021, Board meeting, to Weatherproofing Technologies, Inc., Beachwood, Ohio, as the awarded vendor experienced extensive delays to start the project due to industry-related material and labor shortages, resulting in longer than expected material delivery lead times and increases in pricing of the originally awarded contract.
- The Board accepted an \$8,040 grant award from the U.S. Environmental Protection Agency, and a \$8,040 grant award from Atlantic Shores Offshore Wind, LLC, Atlantic City, New Jersey, for a \$16,080 total grant award to the Barnegat Bay Partnership for the OCC Academic Success Program for the Barnegat Bay Watershed/Healthy School Yard and Garden Project, coordinated by Dr. Henry Jackson, Executive Director of Academic Success, to provide educational programs to Ocean County K-12 students about sustainable agriculture and a healthy Barnegat Bay Watershed. Project Director: Ms. Karen Walzer, Barnegat Bay Partnership Outreach Coordinator. Project Period: February 1, 2023, through January 31, 2024.

Grant Accepted

- The Board accepted an \$20,000 grant award from the U.S. Environmental Protection Agency, and a \$20,000 grant award from Atlantic Shores Offshore Wind, LLC, Atlantic City, New Jersey, for a \$40,000 total grant award to the Barnegat Bay Partnership for the for Barnegat Bay Watershed Initiative to provide middle and high school students in Ocean County with guided, low-impact, nature-based educational programs that develop outdoor exploration skills and knowledge of the Barnegat Bay Watershed. Project Director: Ms. Karen Walzer, Barnegat Bay Partnership Outreach Coordinator. Project Period: February 1, 2023, through January 31, 2024. Grant Accepted
- The Board accepted a \$234,930 grant award from the National Fish and Wildlife Foundation to the Barnegat Bay Partnership to complete planning and design for a salt marsh restoration project at Nellie Bennett Marsh in Point Pleasant, New Jersey. Project Directors: Ms. Ceili Pestalozzi, Barnegat Bay Partnership Wetland Scientist, and Dr. James Vasslides, Barnegat Bay Partnership Program Scientist. Project Period: February 1, 2023, through January 31, 2024. Grant Accepted

#### Bylaw, Policy, and Curriculum Committee

In the absence of a Bylaw, Policy, and Curriculum agenda, Dr. Konopka provided an Academic Affairs update.

#### Buildings and Grounds Committee

Mrs. Novak presented the Buildings and Grounds Committee Report for January 26, 2023, which was unanimously accepted upon roll call vote. Building/Grounds Committee Report Accepted

#### Personnel Committee

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved 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, February 9, and Thursday, February 23, 2023, at 11:30 a.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation. Resolution Adopted for Closed Meetings February 9, and 23, 2023

The following meetings were scheduled:

**Thursday, February 9, 2023**      12:00 p.m.      Meeting/Retreat

Meetings  
Scheduled



<b>Thursday, February 23, 2023</b>	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. Joseph Konopka introduced Dr. Rosann Bar, Dean of the School of Business and Social Sciences, Mr. James Marshall, Associate Director of Assessment, and Ms. Donna Rosinski-Kauz, Director of Library Services, who shared how critical thinking and information literacy are embedded as learning objectives in OCC English courses and Student Success Seminar.

President's Report

In response to Mr. Muller's inquiry, Dr. Konopka and Dr. Garcia shared how the College recognizes AI-generated work submitted by students.

Dr. Larson shared the county resolution authorizing a funding match of 50% for the proposed Jeffreys Creek Shoreline Naturalization Project. Dr. Stan Hales, Barnegat Bay Partnership Director, discussed the project. Dr. Hales then thanked Mr. James Calamia, Assistant Vice President of Facilities, and Mr. Ryan Ward, Director of Capital Projects, for the completed renovation of the BBP office space in the Conference Center.

Dr. Racioppi provided an update to Spring 2023 enrollment, which is currently down 2.98% in credits. While recruitment of county high school graduates is at a high with 32% enrolling at OCC, declining birthrates will in turn reduce the number of potential students.

Dr. Racioppi congratulated Jackson French, OCC Esports sophomore, who captured the NJCAA Fall 2022 Championship in Super Smash Brothers. Esports is the second largest athletics program at OCC.

The Veteran and Military Resource Center has been designated once again as a Military Friendly School for 2022-23, receiving a "Gold" award status for leading practices, outcomes, and effective programs.

The staff of the Southern Education Center is to be commended for promotion of Hyflex learning opportunities that allow SEC students to take courses that would have been cancelled due to low enrollment at the SEC.

Dr. Eileen Garcia provided an overview of the January 30 through February 4, 2023, Al Alamein International University visit where President Dr. Essam El Korday and Board of Trustees Chair Dr. Rushdy Zahran will visit OCC's campus. Meetings have been scheduled at William Paterson University, Kean University, and Rutgers-Camden to discuss logistics of the consortium between four National Universities in Egypt, OCC, and its affiliates on six programs to be offered for the 2023-2024 academic year.

Dr. Larson introduced Dr. Jessica Adams, Dean of Kean Ocean, who provided a Kean Ocean update including the new B.S. in Exercise Science program, Research Day on April 25, 2023, and the Kean Wellness Initiative, prioritized by Dr. Lamont Repollet, President.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported three new members joined the Foundation Board on January 1, 2023: Mr. Ralph Aponte, Ms. Julia Maroney, and Mr. Michael Maschi.

Mr. Malagiere commended Ms. Kimberly Maloney, Alumni and Advancement Director, for her efforts with the first-ever mini-golf tournament joint fundraiser with Community Medical Center Foundation held on January 20, 2023, in the Larson Student Center. \$82,000 was raised.

The Foundation received the following gifts:

- \$500,000 from The Dover-Brick Beach First Aid Squad to establish the Dover-Brick Beach First Aid Public Health Scholarship Fund. Mr. Malagiere thanked Foundation Trustee Harvey York for introducing the organization to the Foundation.
- \$700,000 from the Marlene and Michael Perlmutter Fund at Ocean County College to help support the Grunin Center Lobby Expansion project.

The Diversity, Equity, and Inclusion (DEI) Committee is conducting a survey of OCC students 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.

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.

The Scholarship Celebration will be held on Friday, June 23, at 6:00 p.m. on the College Mall, honoring Dr. Larson.

With no further comments from the Board members or the public, the meeting adjourned at 1:52 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Special Assistant to the President





## BOARD OF TRUSTEES

### Public Retreat/Meeting

#### Minutes

February 9, 2023

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:03 p.m. on Thursday, February 9, 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. Jodi Heitmann in compliance with the Open Public Meetings Act of 1975. A notice of this meeting was publicized on February 3, 2023, 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. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Raymond Joseph Latshaw, Mr. Jack Sahradnik, Dr. Jon Larson, and Executive Vice President of Finance and Administration Sara Winchester. Also, in attendance was Dr. Joseph Konopka, Vice President of Academic Affairs, and Middle States Co-Chairs Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning; Mr. James Marshall, Associate Director of Assessment; and Ms. Heidi Sheridan, Executive and Artistic Director of the Grunin Center.

Attendance

#### Bylaw, Policy, and Curriculum Committee

Dr. Konopka, presented the following Bylaw, Policy, and Curriculum items, following discussion and clarification regarding Bylaw #1270, which was introduced at the January 26, 2023, Board meeting, and is being recommended for adoption at this meeting.

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

#### ➤ New Board Bylaw

New Board  
Bylaw #1270

- Bylaw #1270, Bylaws for the Operation of the Board of Trustees, Administration, Evaluation of the President



- The following items, as accepted by the College Senate at its meetings on December 7 and 15, 2022, were approved unanimously upon roll call vote:
  - Revised Programs
    - Associate in Science Degree in Hospitality, Recreation, and Tourism Management
    - Associate in Science Degree in Social Work
  - Revised Program Options
    - Associate in Arts Degree in Liberal Arts, Education Option
    - Associate in Arts Degree in Liberal Arts, Psychology Option
    - Associate in Arts Degree in Performing Arts, Music Option
  - Inactivate Program
    - Associate in Applied Science Degree in Web Marketing
  - Revised Courses and Name Changes
    - MUSC 120, Applied Music I to Individual Applied Music Lessons I
    - MUSC 121, Applied Music II to Individual Applied Music Lessons II
    - MUSC 220, Applied Music III to Individual Applied Music Lessons III
    - MUSC 221, Applied Music IV to Individual Applied Music Lessons IV
    - STSC 171, Student Success Seminar for the Helping Professions to Student Success Seminar for Education and Behavioral Science Students
- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Ocean County College Foundation Scholarship Celebration on Friday, June 23, 2023, on the Ocean County College Campus Mall from 6:00 p.m. to 10:00 p.m.

#### Discussion Items

Dr. Larson introduced Dr. Beshara-Blauth, who discussed the one-page review of Standard VII, Governance, Leadership, and Administration, which was distributed to the Trustees.

Dr. Beshara-Blauth, Mr. Marshall, and Ms. Sheridan then provided a final review of the Middle States Self-Study Report. The Team Chair visit in November 2022 and subsequent feedback was discussed, including replacing old language of “recommendations” with “opportunities for ongoing institutional improvement and innovation.” Dr. Beshara-Blauth highlighted the Self-Study Report edits. The report is ready for submission to MSCHE with the supporting evidence.

Ms. Sheridan then discussed the Team Visit, including the welcome reception to be held on Sunday, April 2, which will provide the Trustees, Steering Committee/Core Team, and other members of the College Community to welcome the Visiting Team in an informal setting.

The Trustees commended Dr. Beshara-Blauth, Mr. Marshall, and Ms. Sheridan and then indicated their support for the submission of the Self-Study Report to MSCHE.

Dr. Konopka introduced the updated 2022-2025 Academic Master Plan, which was revised with minor changes to align with the College's Strategic Plan, explaining that all objectives remain the same as previously submitted in 2019.

Ms. Winchester shared with the trustees the parameters on which the OCC FY 2024 budget was developed, discussed the anticipated effects due to declining enrollment, and explained the use of fund balance in order to balance the budget. In addition, Ms. Winchester explained the recommendation to increase tuition 3% from \$175 to \$180 per credit, which includes books, and the need to adjust the course fee schedule to cover the increase in costs to the College. It was noted that the tuition increase will be the first in three years. The Trustees are in favor of a tuition increase, which will be included on the February 23, 2023, agenda.

At the request of the Trustees, Ms. Winchester will provide a report on the costs and expenditures associated with the Egyptian programs, with projections to include the new Badr University cohort.

Ms. Winchester then provided details on the costs related to the increase of health benefit premiums to the College.

The next meetings of the Board are scheduled for:

Meetings  
Scheduled

<b>Thursday, February 23, 2023</b>	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

With no further comments from the Board members or the public, the meeting adjourned at 1:24 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President