



BOARD OF TRUSTEES

Regular Meeting

Minutes

March 16, 2023

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:34 p.m. on Thursday, March 16, 2023, 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 2022 reorganization meeting and distributed as required by law. Also, a notice was publicized on March 9, 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. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Carl V. Thulin, 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 February 23, 2023, and March 9, 2023, Board of Trustees public meetings were approved by majority roll call vote, with abstentions from Mr. Muller on the March 9, 2023, meeting and Mrs. Pehlivanian on the February 23, 2023, meeting. Minutes Approved
- Dr. Larson recognized Mrs. Lois Rickert, PTK Advisor, for her 15 years of service, and Ms. Carolyn Showalter, Assistant Dean of STEM, for her 35 years of service as chapter advisors of Tau Iota, OCC's Phi Theta Kappa chapter. Dr. William Rickert, Retired Professor Emeritus of Mathematics, was awarded the title of PTK Advisor Emeritus at the Regional Level. Mrs. Rickert and Ms. Showalter were presented with PTK Pins for their years of service. Presentations
- Mr. Dasti and Dr. Larson shared a slideshow and discussed their recent trip to Egypt. Mr. Dasti provided his support for the Egyptian programs and encourages Trustees to travel during upcoming trips to Egypt.

Finance Committee

Mr. Dupignac introduced Mr. Robert Nehila, Bowman and Company, who indicated he met with the Finance Committee on December 15, 2022, and was pleased to announce there were no findings to report for the Ocean County College FY 2022 audit. Mr. Nehila explained the delay to finalize the report was due needing information from to the Division of Pensions. He shared Ocean County College is in a strong financial position, and he received outstanding cooperation from the College during the audit. Mr. Nehila thanked Ms. Winchester, Ms. Mary Lancaster, Controller, the Finance and Financial Aid departments for their efforts. In addition, Ms. Winchester commended Ms. Kathleen Higham, Director of Financial Reporting, and Ms. Robbin Haynes, Director of Financial Aid.

Ms. Winchester presented the FY 2023 OCC Budget, which includes the use of some fund balance to assist in keeping student tuition affordable. She noted anticipated increases in expenses, including healthcare premiums, utilities, and property insurance. In order to balance the budget, it is recommended that Policy #5300, Tuition and Fees, be revised to increase tuition 3% from \$175 to \$180 per credit and the need to adjust the course fee schedule. This tuition increase will be the first in three years.

Prior to taking action on the revision to Policy #5300, Tuition and Fees, Mr. Dasti called a public hearing in accordance with New Jersey Public Law 94, Chapter 48, for those members of the college community who wished to testify.

Public Hearing

With no comments forthcoming, Mr. Dasti closed the public hearing, and the Board unanimously approved the revision to Policy #5300, Tuition and Fees.

Policy #5300,
Tuition and Fees,
Revised

The following Finance Committee items were then approved by unanimous roll call vote.

- The Ocean County College FY 2024 Budget was approved.
- A resolution was adopted to approve the FY 2024 capital facilities projects, not to exceed \$4,444,166, to be used to repave and update Parking Lot 1 on the main campus, maintenance of the loop road and to add a parking lot for the disabled near the Gateway Building, with the projects to include lighting, landscaping, striping and signage, and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean.
- The statement of income and expenditures as of February 28, 2023, was accepted.
- The Ocean County College FY 2022 Audit was unanimously accepted.

OCC FY 2024
Budget Approved

Resolution Adopted
to Approve FY 2024
Capital Facilities
Projects

Income/Expenditures
Accepted

Ocean County
College FY 2022
Audit Accepted

➤ The following contracts were awarded:

Contracts Awarded

- A maximum of \$377,900 to Design Resources Group (DRG) Architects, Somerset, New Jersey, for professional architectural and engineering services for the Grunin Center Lobby expansion project at Ocean County College.
- A maximum of \$56,720 to K Factor Insulation Services, LLC, Old Bridge, New Jersey, for the first year with a second-year contract option for HVAC duct insulation services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$49,205 to GPC, Inc., Millburn, New Jersey, for the second-year contract option for maintenance and materials for painting services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$78,112 to McCloskey Mechanical Contractors, Inc., Blackwood, New Jersey, for the second-year contract option for professional plumbing services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$180,815 to Custom Care Services, Inc., Wall Township, New Jersey, for the third-year contract option for grounds and landscape maintenance services from July 1, 2023, through June 30, 2024, at Ocean County College and the Southern Education Center.
- A maximum of \$50,850 to A & D United Doors, Inc., Toms River, New Jersey, for the second-year contract option for automatic door maintenance, replacement, and repair services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$54,277.37 to Marlee Contractors, LLC, Hammonton, New Jersey, for the second-year contract option for professional boiler burner maintenance services from July 1, 2023, through June 30, 2024, on an as-needed basis at Ocean County College.
- A maximum of \$89,050 to Unitemp, Inc., Somerset, New Jersey, for the second-year contract option for chiller maintenance services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$79,200 as follows for the second-year contract option for the operation and maintenance of the energy management system from July 1, 2023, through June 30, 2024, at Ocean County College:
 - \$38,600 to Automated Building Controls, Neptune, New Jersey
 - \$40,600 to Unitemp, Inc., Somerset, New Jersey

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted
for Contract Awards

- A maximum of \$40,000 to Pinelands Preservation Alliance, Southampton, New Jersey, to establish a pilot program entitled “Barnegat Bay Watershed Education Initiative” to deliver watershed-based education to middle and high school students through the Barnegat Bay Partnership at Ocean County College.

- A maximum of \$32,609.75 to Dell Marketing, L.P., Round Rock, Texas, for the purchase of Dell computers for the Artificial Intelligence Lab in the Technology Building at Ocean County College.
- A maximum of \$48,266 to Ready Education, Inc., Montreal, Quebec, Canada, for a two-year renewal of the contract for a custom mobile application from March 31, 2023, through March 30, 2025, through the NJEDGE Cooperative Contract at Ocean County College.
- A maximum of \$47,464.50 to Laerdal Medical Corporation, Wappingers Falls, New York, for the purchase of a simulation operating device system as part of the web-based simulation training and management for use by the Nursing Department at Ocean County College.
- To identify a qualified pool of vendors for professional international and domestic support, travel, and consulting services for study abroad programs and overseas campus support to be used on an as-needed basis at Ocean County College.
- A maximum of \$40,000 to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for professional electrician services from July 1, 2023, through June 30, 2024, on an as-needed basis through the Ocean County Cooperative Contract at Ocean County College.
- A maximum of \$35,000 to Jersey Shore Lawn and Sprinkler Construction Company, Inc., Whiting, New Jersey, for a one-year contract for landscape irrigation system winterization services and repairs from March 16, 2023, through March 15, 2024, at Ocean County College.
- A maximum of \$94,510.45 to SHI International Corporation, Somerset, New Jersey, for a contract for CrowdStrike Cybersecurity Services from April 29, 2023, through June 30, 2024, through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.
- A maximum of \$25,021 to QLess, Inc., Pasadena, California, for a two-year contract for the renewal of the queue software system from July 1, 2023, through June 30, 2025, for use by the HUB at Ocean County College.
- A maximum of \$282,291.94 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for upgrades to the campus-wide wireless local area network controller at Ocean County College.
- A maximum of \$162,296 to NJEdge.NET, Newark, New Jersey, for the annual dues and a one-year contract for campus-wide internet service through the NJEdge.NET Consortium from July 1, 2023, through June 30, 2024, for use at Ocean County College and the Southern Education Center.

- A maximum of \$99,600 to Stockton University, Galloway, New Jersey, for the Barnegat Bay Partnership to administer the “2023 Barnegat Bay Integrated Submerged Aquatic Vegetation (SAV) Program” from March 16, 2023, through June 30, 2024, where Stockton University will conduct in-water surveys of submerged aquatic vegetation habitat within the Barnegat Bay that will be used to verify the accuracy of aerial mapping.
- The following contracts were amended: Contracts Amended
 - An additional \$20,000, for a maximum total of \$60,000, to Cintas Corporation No. 2, Mason, Ohio, for additional inspection and service of fire prevention and fire control equipment from July 1, 2022, through June 30, 2023, through the Omnia Partners Cooperative Purchasing Program at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).
 - An additional \$2,731.90, for a maximum total of \$151,979.51, 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 \$10,000, for a maximum total of \$25,000, to De Rouville’s Boat Shop, Bayville, New Jersey, for the maintenance, repairs, and winterization for the fleet of boats used by the sailing team at Ocean County College (initial contract was under threshold and did not require Board approval).
 - An additional \$5,676.65, for a maximum total of \$18,574.05, to Weatherproofing Technologies, Inc. (WTI), Beachwood, Ohio, for the Gymnasium roof repair project at Ocean County College (initial contract was under threshold and did not require Board approval).
 - An additional \$4,000, for a maximum total of \$45,698.64, to CollegeNET, Inc., Portland, Oregon, for additional consulting and implementation services for X25 Analytics modeling and Schedule25 Optimizer as part of the renewal of the annual licensing fee for the 25Live Software System from July 1, 2022, through June 30, 2023, at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).
 - An additional \$566.80, for a maximum total of \$71,115.42, to SHI International Corporation, Somerset, New Jersey, for a pricing correction for Microsoft SQL Server Standard and Microsoft Server Enterprise as part of 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 (contract originally awarded at the January 26, 2023, Board meeting).
 - An additional \$1,500, for a maximum total of \$54,690, to Integrated Systems and Services, Inc., Eatontown, New Jersey, for the purchase of additional bar code stickers to allow vehicle access for the Electronic Access Control and Video Surveillance Systems from July 1, 2022, through June 30, 2023, for use by the Security Department at Ocean County College (contract originally awarded at the June 30, 2022, Board meeting).

- The Board accepted a \$43,178 subaward from Richard Stockton University, for the “Impacts of Climatic Shifts of Essential Habitats on Fish and Invertebrate Species” project. Award Accepted
Project Director: Dr. Jim Vasslides, Barnegat Bay Partnership Senior Program Scientist.
Project Period: February 1, 2023, through January 31, 2025.

Bylaw, Policy, and Curriculum Committee

Mrs. Pehlivanian introduced Dr. Konopka, who reported an 89% passing rate of the 110 Nursing Program graduates who sat for the NCLEX-RN Nursing licensing examination, which surpasses the national average of 79.9%. Dr. Konopka commended Dr. Theresa Walsh, Dean of Nursing, and OCC’s Nursing program.

- The following items, as accepted by the College Senate at its meetings on February 2, and March 2, 2023, were approved unanimously upon roll call vote: College Senate
Items Approved
 - Revised Policy Revised Policy
 - Policy #5128, Students, Admission, Acceptance and Evaluation of Credits
 - Program Revisions Program Revisions
 - Update Student Success Seminar Course Requirements in OCC Degree Programs
 - New Program Options New Program
Options
 - Associate in Applied Science Degree in Computer Science/Information Technology, Cybersecurity Option
 - Associate in Science Degree in Business Administration, Accounting Option
 - New Courses New Courses
 - CSIT 145, Computing Fundamentals
 - CSIT 146, Introduction to Cybersecurity
 - CSIT 242, Penetration Testing Fundamentals
 - CSIT 243, Cisco Networking Fundamentals
 - CSIT 244, Digital Forensics Fundamentals
 - HIST 269, History of the Holocaust
 - PSYC 272, Positive Psychology
 - Revised Courses Revised Courses
 - SOCI 181, Introduction to Sociology
 - SOCI 231, Social Problems
 - SOCI 238, Race and Ethnicity

- Inactivate Programs Inactivate Programs
 - Associate in Arts Degree in Global Studies
 - Associate in Science Degree in Occupational Therapy Assistant
 - Associate in Science Degree in Public Service
- Inactivate Certificate Inactivate Certificate
 - Certificate of Proficiency in Fire Science
- Course Fee Revisions Course Fee Revisions

Buildings and Grounds Committee

Mrs. Novak presented the Buildings and Grounds Committee Report for March 16, 2023, which was unanimously accepted upon roll call vote. Building/Grounds Committee Report Accepted

Personnel Committee

Mr. Fall 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, April 13, and Thursday, April 27, 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 April 13, and 27, 2023

The following meetings were scheduled: Meetings Scheduled

Thursday, April 13, 2023	12:00 p.m.	Meeting/Retreat
Thursday, April 27, 2023	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

Mr. JR Ross, CIO, shared highlights from the 2024-2028, Information Technology Strategic Plan, which will function as a guide to the allocation and use of technology resources at OCC. Mr. Ross thanked all members of the campus community who contributed to the report. President’s Report

The 2024-2028 Information Technology Strategic Plan was then unanimously accepted upon roll call vote.

Information Technology Strategic Plan Accepted

Dr. Racioppi provided an enrollment update for Spring and Summer 2023, which is currently 0.6% in credits for the year. Dr. Racioppi discussed enrollment and retention challenges, and efforts to increase enrollment and retention.

Dr. Racioppi congratulated the Men's Basketball Team which made it to the quarterfinal round of the NJCAA Region 19 North Atlantic District Championship tournament, before falling to Brookdale. Dr. Larson and the Trustees commended Head Coach Patrick Boylan and his staff, along with the students, for a great season.

The Southern Education Center and Career Services teams are coordinating with the Southern Ocean County Chamber of Commerce to bring a Part-Time Job Fair to the SEC.

Dr. Eileen Garcia discussed professional development opportunities available for faculty and staff through the e-Learning Artificial Intelligence Series. Session topics include "Artificial Intelligence and ChatGPT," "Designing, Learning, and Teaching with AI," "Artificial Intelligence and Academic Writing," and "Artificial Intelligence and Computer Science Courses."

e-Learning academic administration and college lecturers will present at the 2023 Distance Education Conference on March 31, 2023, at Mercer Institute in West Windsor Township. "Unlocking the Secrets of Professional Development" was presented by Ms. Vivian Lynn, e-Learning Dean; Dr. Meredith Riddle, e-Learning Assistant Dean; and Mr. Neil Mastroianni, Associate Director of Educational Technology. "Best Apps for Student Engagement" was presented by Ms. Aqsa Sheikh, e-Learning College Lecturer II in Biology; and Ms. Kristen D'Amico, e-Learning College Lecturer II in Psychology.

The Diversity, Equity, and Inclusion (DEI) Committee conducted 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. Results of the faculty, staff and student surveys will be presented at an upcoming meeting.

Dr. Larson introduced Ms. Maureen Byrne, Associate Director of Kean Ocean, who provided a Kean Ocean update, sharing upcoming events on the Toms River Campus: Major/Minor Fair on March 27, 2023; Education and Teacher Job Fair on March 28, 2023; and Research Day on April 25, 2023.

Dr. Larson asked to share his appreciation to Dr. Lamont Repollet, President, for support of OCC/Kean joint programs.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the graduating awards application period for students graduating in December 2022 through Summer 2023 is open until April 17, 2023.

The 2022-23 Blauvelt Lecture Series concludes with Presidential historian Michal Beschloss, April 25, 2023.

Mr. Malagiere then announced the 2023-24 Blauvelt Lecture Series upcoming events include:

- A Conversation with Robert Ponidiscio, Thursday, September 28, 2023
- An Evening with Lidia Bastianich, Wednesday, October 4, 2023
- A Conversation with Stacy Schiff, Wednesday, November 15, 2023

The Scholarship Celebration will be held on Friday, June 23, at 6:00 p.m. on the College Mall, honoring Dr. Larson, and the New Jersey Symphony will visit OCC on Tuesday, June 27, 2023.

With no further comments from the Board members or the public, the meeting adjourned at 1:26 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President