



BOARD OF TRUSTEES

Regular Meeting

Minutes

April 27, 2023

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:38 p.m. on Thursday, April 27, 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 April 20, 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. 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
- The minutes of the March 16, April 3, and April 13, 2023, Board of Trustees closed sessions and public meetings were approved by majority roll call vote, with abstentions from Mr. Leone and Mr. Zabarsky on the March 16, and April 13, 2023, meetings. Minutes Approved
- Dr. Konopka introduced OCC students Christopher Mata, Marco Ferriera, and Joseph Spalliero, who discussed their work-based learning project created for the Spark Innovation Lab located at Joint Base McGuire-Dix-Lakehurst. The students worked closely with members of the lab to develop a visitor database kiosk for both visitors and personnel of the lab. The students thanked Computer Studies Lecturers Helga Paggi, Edmond Hong, and Ken Michalek, who sponsored the project. Presentations

Finance Committee

Mr. Dupignac presented the Finance Agenda, which was approved upon unanimous roll call vote:

- The statement of income and expenditures as of March 31, 2023, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contracts Awarded
 - A maximum of \$327,000 to Success Advertising, Inc., dba SCG Advertising and PR, Whippany, New Jersey, for the second-year contract option for media placement agency services from July 1, 2023, through June 30, 2024 at Ocean County College.
 - A maximum of \$60,000 (\$30,000 per year) to Bubbakoo's Burritos, Wall, New Jersey, for a two year contract with two additional one-year contract options for food and catering services at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
 - A maximum of \$220,000 to Honorlock, Inc., Boca Raton, Florida, for the second-year contract option for online proctoring services, from July 1, 2023, through June 30, 2024, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for the e-Learning Department at Ocean County College.
 - A maximum of \$226,039.01 to Instructure, Inc., Salt Lake City, Utah, for the second-year of a three-year contract for the Canvas Learning Management System, from July 1, 2023, through June 30, 2024, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium, for use at Ocean County College.
 - A maximum of \$26,500 to KT's Office Services, LLC, Lanoka Harbor, New Jersey, for the purchase of power supplies and campus-wide printer services and maintenance from July 1, 2023, through June 30, 2024, through the National Cooperative Purchasing Alliance (NCPA) for the Office of Information Technology at Ocean County College.
 - A maximum of \$150,000 as follows for the second-year contract option for the purchase of tests and study guide materials from July 1, 2023, through June 30, 2024, through the New Jersey Council of County Colleges Joint Purchasing Consortium, for use by various departments at Ocean County College:
 - \$100,000 to Assessment Technologies Institute, LLC, Leawood, Kansas
 - \$50,000 to Hurst Review Services, Inc., Brookhaven, Mississippi
 - A maximum of \$75,000 to Core Mechanical, Inc., Pennsauken, New Jersey, for a one-year contract for heating, ventilation, and air conditioning (HVAC) maintenance services from July 1, 2023, through June 30, 2024, at Ocean County College.
 - A maximum of \$22,300 to NJEdge.NET, Newark, New Jersey, for a network security assessment through the NJEdge.NET consortium to be performed at Ocean County College.
 - A maximum of \$24,000 to Patron Manager, LLC, New York, New York, for the fifth year of a five-year contract for a Box Office Ticketing System from July 1, 2023, through June 30, 2024, for the Theatre and Planetarium at Ocean County College.

- A maximum of \$58,000 to Johnson Controls, Inc., Blackwood, New Jersey, for a two-year contract for chiller maintenance services from July 1, 2023, through June 30, 2025, at Ocean County College.
- A maximum of \$23,477.02 to TurnItIn, LLC, Oakland, California, for a one-year contract renewal for the TurnItIn Plagiarism and Writing Software license through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC), from October 1, 2023, through September 30, 2024, for the e-Learning Department at Ocean County College.
- A maximum of \$20,000 to NetQ Multimedia Company, Freehold, New Jersey, for a one-year contract for the installation, repair, testing, and technical support of the campus-wide local area and wireless networks from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$125,000 to Hegazy and Associates, Houston, Texas, for a one-year contract for international human resources and payroll services from July 1, 2023, through June 30, 2024, in conjunction with Ocean County College's projects and activities in Egypt.
- A maximum of \$20,000 to Hegazy and Associates, Houston, Texas, for international legal services on an as-needed basis from July 1, 2023, through June 30, 2024, in conjunction with Ocean County College's projects and activities in Egypt.
- A maximum of \$75,000 to Consolidus, LLC, Akron, Ohio, for the first year with a second-year contract option for a professional promotional online storefront from July 1, 2023, through June 30, 2024, for the purchase of OCC-branded items through the New Jersey Council of County Colleges Joint Purchasing Consortium at Ocean County College.
- A maximum of \$140,000 for travel services from July 1, 2023, to June 30, 2024, for the OCC Study Abroad Seminar in London.
- A maximum of \$125,000 for travel services from July 1, 2023, to June 30, 2024, for the OCC Study Abroad Seminar in Italy.
- A maximum of \$30,000 to NJEdge.NET, Newark, New Jersey, for virtual/fractional Chief Information Security Officer consultation services to develop an information and cyber security program at Ocean County College.
- A maximum of \$20,000 to Atlantic Plumbing Supply Corporation, Toms River, New Jersey, for a one-year contract for the purchase of miscellaneous plumbing supplies from July 1, 2023, through June 30, 2024, for use at Ocean County College.
- A maximum of \$18,172 to National Asbestos and Environmental Training Institute (NAETI, Inc.), Mine Hill, New Jersey, to provide environmental health and safety training services from January 1, 2023, through June 30, 2023, through the Workforce and Professional Educational Department at Ocean County College.

- A maximum of \$71,559.35 to Kruger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in various locations on campus through the Educational Services Commission of New Jersey (ESCNJ) cooperative contract at Ocean County College.
- A maximum of \$18,000 to Cintas Corporation No. 2, Mason, Ohio, for a one-year contract for the rental of floor mats for campus building entrances from July 1, 2023, through June 30, 2024, on an as-needed basis through the Omnia Partners Cooperative Purchasing Program at Ocean County College.
- To authorize the Executive Vice President of Finance and Administration to execute contracts on behalf of Ocean County College as the lead agency for the County College Joint Energy Consortium for the procurement of electric generation supply services.
- Resolutions were adopted to award the following contracts through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) with Ocean County College serving as lead agency:
 - To Assessment Technologies, LLC, Leawood, Kansas, and Hurst Review Services, Inc., Brookhaven, Missouri, for the second-year contract option from July 1, 2023, through June 30, 2024, for testing exams and study guide materials.
 - To Blackboard, Inc., Washington, District of Columbia, and Instructure, Inc. (Canvas), Salt Lake City, Utah, for the second-year contract option from July 1, 2023, through June 30, 2024, for Learning Management System licensing.
 - To Castle Branch, Inc., Wilmington, North Carolina, for the first year with a second-year contract option from July 1, 2023, through June 30, 2024, for background screening services.
 - To Consolidus, LLC, Akron, Ohio, for the first year with a second-year contract option from July 1, 2023, through June 30, 2024, for a professional promotional online storefront for the purchase of college-branded items.
- The following contracts were amended:
 - An additional \$36,607.93, for a maximum total of \$188,587.44, 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 \$50,000, to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for additional professional electrician services at Ocean County College (contract originally awarded at the June 30, 2022, Board meeting).

Resolutions Adopted
for NJCCC Purchasing
Consortium Contract
Awards

Contracts
Amended

- An additional \$15,000, for a maximum total of \$70,208, to Bowman and Company, LLP, Voorhees, New Jersey, for additional professional auditing services for major grant programs at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).
- An additional \$17,500, for a maximum total of \$72,190, to Integrated Systems and Services, Inc., Eatontown, New Jersey, for additional electronic security system repair services and the installation of a card-access swipe system for the fifth floor of the Gateway Building at Ocean County College (contract originally awarded at the June 30, 2022, Board meeting).
- An additional \$15,000, for a maximum total of \$89,056.28, to NJEdge.NET, Newark, New Jersey, for additional cloud computing service charges for the remainder of the fiscal year at Ocean County College (contract originally awarded at the June 2, 2022, Board meeting).
- An additional \$121,700, for a maximum total of \$300,680, 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).
- The Board approved the scheduling of a sale of surplus items no longer needed by the College. Sale of Surplus
Items Approved
- The Board approved a lease agreement with Ocean County PIC for the use of a room in the Continuing Learning Center at Ocean County College for the purpose of offering services, including academic, career, and financial programs, as part of the Youth Career Opportunity Plan/Ocean County Achievement Center for the period of May 1, 2023, through June 30, 2024. Lease Agreement
Approved
- The Board accepted an amendment to the \$525,143 Carl D. Perkins Career and Technical Education Grant from The New Jersey Department of Education accepted by the Board on June 2, 2022, for the purpose of developing more fully the academic, career, and technical skills of Ocean County College students through instruction, equipment and supplies, professional development for faculty and students, curriculum assessment and accreditation, with emphasis on those curricula that promote workforce and economic development. This amendment will allow for budgetary adjustments due to the delay in employing a Part-Time Work-Based Learning Coordinator, an increased need and cost for supplemental instruction, and other items in original grant request being deemed no longer needed. Project Manager: Ms. Susan O'Connor, Executive Director of Curriculum and Program Development. Funding Period: July 1, 2022, through June 30, 2023. Grant Amendment
Accepted
- The Board accepted a \$912,373.20 Fund for the Improvement of Postsecondary Education (FIPSE) Grant from the U.S. Department of Education to support the basic needs of students in both credit and non-credit programs. Project Manager: Dr. Sheenah Hartigan, Executive Director of Enrollment Services. Funding Period: September 1, 2023, through August 31, 2026. Grant Accepted

- The Board accepted an \$300,000 competitive grant award for “Living Shoreline, Climate Resiliency – Jeffrey’s Creek Shoreline Naturalization” project from the New Jersey Department of Environmental Protection to support shoreline restoration. Project Manager: Ms. Ceili Pestalozzi, Barnegat Bay Partnership Wetland and Watershed Coordinator. Funding Period: Three years, beginning on the date the agreement is signed by both Ocean County College and the Ocean County Board of Commissioners, who will match \$315,515 towards project construction. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Konopka reported a 94.83% passing rate of 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. Dr. Konopka then commended Ms. Donna Rosinski-Kauz, Director of Library Services, and the Center for Access and Equality (C4AE) for the Human Library event held on April 26, 2023.

In response to Mr. Leone’s question, senior citizen enrollment will be monitored as revision to Policy #5325 is not expected to impact degree-seeking traditional students.

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

- Revised Policy Revised Policy
 - Policy #2540, Administration, Communication Systems, Responsible Use of College Digital Platforms
- The following items, as accepted by the College Senate at its meeting on April 6, 2023, were approved unanimously upon roll call vote: College Senate Items Approved
 - Revised Policy Revised Policy
 - Policy #5325, Students, Tuition and Fees, Senior Citizens
 - New Course New Course
 - MATH 166, Topics in Algebra
 - Revised Course Revised Course
 - CSIT 200, Information Security

Buildings and Grounds Committee

Mrs. Novak provided an update on the new Administration Building and Library Renovation projects. The Buildings and Grounds Committee Report for April 27, 2023, was then unanimously accepted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

Mr. Leone presented the Personnel Report, 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 a closed meeting to be held on Thursday, June 1, 2023, at 11:30 a.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted
for a Closed Meeting
June 1, 2023

The following meetings were scheduled:

Meetings
Scheduled

| | | |
|-------------------------------|------------|--|
| Thursday, June 1, 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 |

Dr. Larson introduced a recommendation to adopt a resolution proclaiming May 2023 as Displaced Homemakers Awareness Month at Ocean County College. The resolution was adopted upon unanimous roll call vote. At the request of Mr. Thulin, a presentation on the Displaced Homemaker's Program will take place at an upcoming Board meeting.

Resolution
Adopted to
Proclaim May
2023 as Displaced
Homemakers
Awareness Month

President's Report

Dr. Racioppi provided an enrollment update for Summer and Fall 2023. Fall enrollment is currently +6.45% in credits compared to last year, thanks in part to embedded high school enrollment and returning students. Dr. Racioppi commended Ms. Anna Regan, Executive Director of Academic Planning, and the Advising staff for visiting all Student Success classes to help students reregister for the Fall semester.

President's Report

Dr. Racioppi congratulated the Men's Volleyball Team which placed fifth in the nation in the NJCAA Region 19 North Atlantic District Championship tournament. Dr. Larson and the Trustees commended Head Coach Madisyn Raguz and her staff, along with the students, for a great inaugural season.

The College has been awarded the Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant in the amount of \$325,079 for three-and-a-half years, enhancing services for students through the Counseling Center and a third-party provider. Funding will support professional development for the Counseling staff as well as additional mental health training for faculty, staff, and students, along with other items. Dr. Racioppi commended Dr. Kate Pandolpho, Director, Counseling and Student Development, and Ms. Kayci Clayton, Director, Grant Administration, for this successful grant proposal.

Dr. Racioppi commended Ms. Jennifer Fazio, Director of Student Life, and Dr. Justin Pfeifer, College Lecturer II, History, for Clubs for a Cause, which was held on April 20, 2023. OCC's student clubs partnered with JBJ Soul Kitchen and the Greater Toms River Chamber of Commerce for an evening of food, music, and advocacy, to address hunger in Ocean County and help eliminate the stigma of food insecurity.

Outreach continues at Joint Base McGuire-Dix-Lakehurst, with OCC being one of five colleges, and the only community college, to participate at the resource fair held on March 30, 2023.

Ms. Winchester noted while enrollment has increased from last year, pandemic enrollment numbers were very low and the College has not recovered from those shortfalls. Mr. Leone commended continued efforts to increase enrollment.

Dr. Larson was pleased to attend the inaugural Delta Alpha Pi induction ceremony, held on April 26, 2023. OCC is the first community college in New Jersey to host a DAPi chapter, which supports the academic achievement, leadership, and advocacy for post-secondary students with disabilities.

Dr. Eileen Garcia reported Ocean County College was named the Best Online Community College in New Jersey by OnlineU, and noted the College's ease of enrollment and affordability, as well as the ability for OCC students to study at their own pace.

The international team has been busy with program preparations for Alamein International Consortium programs, recently approved by the Egyptian Security Council. It is expected that the programs will start Fall 2023.

Dr. Larson introduced Ms. Maureen Byrne, Associate Director of Kean Ocean, who provided a Kean Ocean update. Ms. Byrne thanked all OCC faculty, staff, and students who participated in Research Day on April 25, 2023.

Mr. Ken Malagiere, Executive Director, OCC Foundation, welcomed Assemblyman John Catalano, District 10, to the Foundation Board.

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
- A Conversation with Jeffrey Morton, February 26, 2024
- An Evening with John Leguizamo, April 24, 2024

The Scholarship Celebration will be held on Friday, June 23, 2023, 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.

Mr. Dasti commended Dr. Ali Botein-Furrevig, Director of the Center for Holocaust, Genocide, and Human Rights Education, for Holocaust Remembrance Week events. Ms. Jan Kirsten shared the TV Studio recorded two of the lectures, which will be broadcast on TV-20 and

available on the College Website. Mr. Leone thanked Mr. Dasti for representing the Trustees at these important events and for inspiring Trustees to be more involved.

Mr. Zabarsky commended the cast and crew of the OCC Repertory Theatre Company for their production of Taming of the Shrew.

Dr. Madison Peschock, College Lecturer, English and Literature, shared concerns regarding Hybrid learning for English courses and the need for developmental English courses. Dr. Larson and the Trustees thanked Dr. Peschock for sharing her concerns.

With no further comments from the Board members or the public, the meeting adjourned at 1:58 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President