



BOARD OF TRUSTEES

Regular Meeting

Minutes

September 28, 2023

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 4:30 p.m. on Thursday, September 28, 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 September 21, 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, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Casey Conner, Mr. Mathew Thompson, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello. Also in attendance was Commissioner Virginia Haines.

Attendance

Mr. Dasti thanked Dr. Monaco for the meeting time change suggestion and thanked all in attendance.

The minutes of the August 24, and September 14, 2023, Board of Trustees closed sessions and public meetings were approved by roll call vote with an abstention by Mr. Muller.

Minutes Approved

Ms. Jan Kirsten, Executive Director of College Relations, discussed the Summer/Fall edition of "Ocean Views," which was distributed to the Trustees. This edition highlights Meghan Yovankin, '08, Superintendent for the New Jersey State Park Service, in the Alumni Spotlight. The issue is distributed to over 40,000 alumni and stakeholders.

Presentations/
Commendations

Ms. Kirsten then shared the invitation for the Inauguration of Dr. Pamela Monaco as President of Ocean County College on Friday, October 13, 2023, in the Health and Performance Center at 12:30 p.m. with luncheon to follow at 1:30 p.m.

Finance Committee

Mr. Dupignac reported the College portfolios continue to be invested conservatively. The Investment Committee will meet with investment advisors to review the College accounts in greater detail prior to the November Reorganization Meeting. The following Finance Committee items were then approved unanimously, as amended, upon roll call vote.

- The statement of income and expenditures as of August 31, 2023, was accepted. Income/Expenditures Accepted
- The following contract was awarded: Contracts Awarded
 - A maximum of \$500,000 to Land-Tech Enterprises, Inc., Warrington, Pennsylvania, for the third-year contract option of a three-year contract for snow removal services from October 1, 2023, through September 30, 2024, at Ocean County College and the Southern Education Center (Ocean County College Manahawkin).
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
 - A maximum of \$21,000 to Grainger, Eatontown, New Jersey, for the purchase of miscellaneous supplies, tools, materials, and custodial supplies from September 28, 2023, through June 30, 2024, on an as-needed basis for use at Ocean County College.
 - A maximum of \$80,227 to Nielsen Ford of Morristown, Inc., Morristown, New Jersey, for the purchase of a Ford F250 utility vehicle for use by the Facilities Department at Ocean County College.
 - A maximum of \$150,000 to Fellowship Travel International, Inc., Ashland, Virginia, for travel services from July 1, 2023, through June 30, 2024, for the OCC Study Abroad Seminar in Switzerland.
- 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: Resolution Adopted for NJCCC Purchasing Consortium Contract Awards
 - To the following for a one-year contract with a second-year option, from November 4, 2023, through November 3, 2024, for the purchase of athletic uniforms and apparel:
 - American Process Lettering, Inc. dba Ampro, Primos, Pennsylvania
 - BSN Sports, LLC, Dallas, Texas
 - Smart Stitch, LLC, Ewing, New Jersey
 - Varsity Spirit Fashions and Supplies, LLC, Memphis, Tennessee

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| <ul style="list-style-type: none"> ➤ The following contracts were amended: <ul style="list-style-type: none"> ➤ An additional \$65,084, for a maximum total of \$164,684, to Stockton University, Galloway, New Jersey, to complete the second phase of seagrass mapping for the “2023 Barnegat Bay Integrated Submerged Aquatic Vegetation (SAV) Program” where Stockton University will conduct in-water surveys of submerged aquatic vegetation habitat within the Barnegat Bay to be used to verify the accuracy of aerial mapping (contract originally awarded at the March 16, 2023, Board meeting). ➤ An additional \$23,000, for a maximum total of \$35,000, to Medline Industries, Inc., Northfield, Illinois, for the purchase of medical supplies on an as-needed basis for the nursing skills lab procured through the New Jersey Council of County Colleges’ Joint Purchasing Consortium (JPC) at Ocean County College (initial contract was under threshold and did not require Board approval). ➤ An additional \$8,280, for a maximum total of \$2,789,729, to Ellucian Company, L.P., Fairfax, Virginia, for 100 additional Advise Licenses for the Colleague subscription software and cloud software from July 1, 2020, through June 30, 2025, at Ocean County College (contract originally awarded at the January 23, 2020, Board meeting). ➤ An additional \$17,000, for a maximum total of \$30,688.10, to NJEdge.NET, Newark, New Jersey, for NJ Transfer and SARA State Fee Assessments as part of the annual membership dues and the Quality Matters annual statewide subscription renewal through the NJEdge.NET Consortium for use at Ocean County College (initial contract was under threshold and did not require Board approval). ➤ An additional \$179,172, for a maximum total of \$557,072, to Design Resources Group (DRG) Architects, Somerset, New Jersey, for additional professional architectural and engineering services specifically aimed at enhancing the first and second floor lobbies, restrooms, stairs, and Bosendorfer piano room for the Grunin Center Lobby expansion project at Ocean County College (contract originally awarded at the March 16, 2023, Board meeting). ➤ An additional \$5,899.72, for a maximum total of \$29,376.74, to Turnitin, LLC, Oakland, California, to include the AI Detection tool “Turnitin Originality” as part of the one-year contract renewal for the Turnitin Plagiarism and Writing Software license through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium from October 1, 2023, through September 30, 2024, at Ocean County College (contract originally awarded at the April 27, 2023, Board meeting). | <p>Contracts Amended</p> |
| <ul style="list-style-type: none"> ➤ A resolution was adopted to authorize the President to execute, on behalf of the Ocean County College Board of Trustees, two international partnership agreements for the delivery of Triple-Degree Special Programs in Egypt: <ul style="list-style-type: none"> ➤ An agreement between Ocean County College (OCC), William Paterson University (WPU), and Alamein International University (AIU), Cohort 1 (2023-2027) of the OCC/WPU/Alamein International Consortium Partnership and Subsequent Cohorts. | <p>Resolution Adopted to Authorize the President to Execute Agreements</p> |

- An agreement between Ocean County College (OCC), University of Maryland Global Campus (UMGC), and Alamein International University (AIU), Cohort 1 (2023-2027) of the OCC/UMGC/Alamein International Consortium Partnership and Subsequent Cohorts.
- The Board accepted a \$1,000 grant award from the New Jersey Department of Environmental Protection, Division of Water Monitoring and Standards, to the Barnegat Bay Partnership for the AmeriCorps New Jersey Watershed Ambassadors Program, with Ocean County College serving as the host agency, providing office space and resources. Project Director: Ms. Karen Walzer, Barnegat Bay Partnership Outreach Coordinator. Project Period: September 8, 2023, through August 31, 2024. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Konopka presented the Bylaw, Policy, and Curriculum Agenda, and thanked the OCC Foundation for providing funding towards the new Associate in Applied Science Degree in Health Science Option in Medical Laboratory Science in partnership with Mercer County Community College.

The Bylaw, Policy, and Curriculum Agenda was then approved upon unanimous roll call vote, as recommended by the Bylaw, Policy, and Curriculum Committee:

- The following items, as accepted by the College Senate at its meeting on September 21, 2023, were approved unanimously upon roll call vote: College Senate
Items Approved
 - New Program Option New Program Option
 - Associate in Applied Science Degree in Health Science Option in Medical Laboratory Technology
 - New Courses New Courses
 - HIST 240, Travel Seminar – Studies in History
 - MDLT 112, Introduction to Medical Laboratory Technology
 - MDLT 200, Clinical Chemistry
 - MDLT 212, Clinical Hematology

Buildings and Grounds Committee

Mr. James Calamia, Assistant Vice President of Facilities, provided an update on several ongoing projects. The Buildings and Grounds Report for September 28, 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 accepted as amended upon roll call vote.

Personnel Report Approved

Mr. Dasti recognized Commissioner Haines and thanked the Commissioners and the County for support of the College.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on November 9, 2023, at 3:00 p.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted for a Closed Meeting November 9, 2023

In a continued effort to make the meeting accessible to faculty and students, the November 9, 2023, meeting will begin at 3:30 p.m.

The following meetings were scheduled:

Meetings Scheduled

Thursday, October 12, 2023	12:00 p.m.	Meeting/Retreat
Thursday, November 9, 2023	1:30 p.m.	International Programs Committee (As Needed)
	2:00 p.m.	Finance Committee
	2:00 p.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	2:30 p.m.	Buildings and Grounds Committee
	2:30 p.m.	Personnel Committee
	3:00 p.m.	Closed Session
	3:30 p.m.	Regular Public Monthly Meeting

President’s Report

Dr. Monaco thanked members of the various stakeholder groups and all who participated in sessions with consultants Dr. Drumm McNaughton and Dr. William “Brit” Kirwan with The Change Leader, Inc.

President’s Report

Dr. Monaco introduced Dr. Eileen Garcia, and Mr. Kenneth Malagiere, co-chairs of the Diversity, Equity, and Inclusion Committee, and the following representatives from each of the four subcommittees, who summarized their work and proposed DEI goal activities, projects, and strategies to assist in ensuring that diversity, equity, and social justice become an integral part of OCC’s culture:

➤ **Administration and Workforce Subcommittee:**

- Ms. Kayci Clayton, Director of Grants Administration
- Ms. Christina Matuszewski, Employee Benefits Coordinator
- Dr. Meredith Riddle, Assistant Dean of e-Learning
- Dr. Aqsa Sheikh, College Lecturer II, e-Learning

➤ **Community and External Events Subcommittee:**

- Ms. Veronica Guevara-Lovgren, Executive Director of Student Services
- Dr. Stan Hales, Director of the Barnegat Bay Partnership
- Ms. Dori Londres, Marketing and Communications Writer/Editor
- Mr. Lincoln Simmons, College Lecturer II, STEM

➤ **Curriculum and Pedagogy Subcommittee:**

- Dr. Henry Jackson, Executive Director of Academic Success
- Ms. Susan O'Connor, Executive Director of Curriculum and Program Development
- Ms. Jamie Prioli, Assistant Director of Student Disability Services
- Dr. Mark Westmoreland, College Lecturer II, Arts and Humanities

➤ **Student Clubs and Recruiting Subcommittee:**

- Ms. Jennifer Fazio, Director of Student Life
- Dr. Sheenah Hartigan, Executive Director of Enrollment Services
- Ms. Heather Sciarappa, College Lecturer II, Arts and Humanities

The trustees commended the DEI Committee for spearheading this comprehensive program, which brings important initiatives to the College administration. A job description for a DEI administrator will be developed and reviewed for consideration by the Trustees at a future meeting.

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming September 15, to October 15, 2023, as Hispanic Heritage Month at Ocean County College, which was adopted upon unanimous roll call vote.

Resolution Adopted
to Proclaim Hispanic
Heritage Month at
OCC

Dr. Monaco reported Mr. Joseph Nappi, an Ocean County College graduate, called to share the news that he was named the 2023-24 New Jersey State Teacher of the Year and expressed his disappointment that his graduation from OCC in 2002 with an Associate in Arts degree in Liberal Arts was not included in the official releases announcing his selection. Mr. Nappi would like to bring attention to the positive impact his time and experience at OCC played in his life. Dr. Monaco will follow up with him to determine the best way to do so.

Dr. Monaco shared she and her husband, Mr. Donald Kehne, received a tour of the Novins Planetarium and were very impressed with the facilities, staff, and offerings. Last year 12,000 youth from Pre-K-12th grade attended STEM programs and 38,000 people attended the various offerings available to the public.

In the absence of Dr. Racioppi, Dr. Sheenah Hartigan, Executive Director of Enrollment Services, shared the Tik Tok created by Ms. Calleigh Kearns, Success Coach, and College Relations, which was taken at the annual Student Club and Organization Fair hosted by Student Life. Ms. Jennifer Fazio, Director of Student Life; Ms. Michelle Youngs, Assistant Director of Student Life; Ms. Allison Irwin, Senior Student Services Technician; and Mr. Theo Ponticello, Student Life Coordinator, were commended for organizing this successful event.

Dr. Hartigan then provided the following Student Affairs update:

- Welcome Week activities were a great success with help from many areas across campus, including representatives from Academic Affairs, Accounting, the Foundation, Facilities, and Student Affairs
- Fall Athletics are underway with men's and women's soccer, cross country, esports, and women's volleyball, with freshman Claudia Cosme named the Garden State Athletic Conference's Player of the Week
- Counseling events this month include "In Their Shoes," on September 14, in recognition of Suicide Awareness Month; "Recovery Speaks," on September 19 in collaboration with Hope Sheds Light; a new tele-mental health service available to students through funding from the State of New Jersey; and Ms. Carmen Mora, Coordinator of the Displaced Home-maker Program, has been appointed to the Ocean County Advisory Commission on the Status of Women
- The Veteran and Military Resource Center hosted Special Forces Army Ranger Nick Lavery on September 11, who shared his story of resilience and autographed copies of his book, "Objective Secured"
- OCC Manahawkin treated students at the Southern Education Center to a bagel breakfast last week
- Disability Services provided 127 consultations to students so far this semester
- The Success Team fielded over 2,100 alerts for students with low-course averages and 174 instructor alerts this Fall
- Enrollment Service Advisors, Melissa Sporer and Haley Abruzzese delivered Welcome Back OCC Swag gift baskets to all area high school guidance departments
- Mr. James Campbell, Program Manager, FIPSE Grant, delivered a presentation to 75 Ocean, Inc., staff members to discuss reskill and upskill opportunities

Dr. Hartigan reported enrollment is relatively flat for the Fall semester with a small decrease in first-time students and a small increase in returning stop-out students, thanks to efforts from Academic Advising, Financial Aid, and the Success Team. 1,500 students are currently enrolled in Early College.

Dr. Monaco introduced Dr. Jessica Adams, Dean of Kean Ocean, who reported that over 1,000 students are registered for the Fall semester. Offerings include a weekend Master's in Counseling program. Three students have been awarded graduate assistantships. Dr. Adams shared Kean Ocean continues on the path to achieve R2 status. Dr. Adams also discussed how the Early College program has benefited her children.

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

- All Fall scholarships have been awarded, which includes funding to 150 Jump Start students
- The next edition of the Legacy Campaign newsletter will highlight the life and legacy of Mr. Joseph Citta

Upcoming Foundation events include:

- The 22nd Annual Golf Classic on Tuesday, October 10, 2023, at Pine Barrens Golf Club in Jackson, New Jersey
- The Foundation’s Bi-Annual Concert Event and fundraiser featuring Blues Traveler on Friday, October 27, 2023

Mr. Malagiere shared the 2023-24 Blauvelt Lecture Series upcoming events, which include:

- An Evening with Lidia Bastianich, Wednesday, October 4, 2023
- A Conversation with Stacy Schiff, Wednesday, November 15, 2023
- A Conversation with Jeffrey Morton, Monday, February 26, 2024
- An Evening with John Leguizamo, Wednesday, April 24, 2024

Mr. Malagiere reported the OCC Foundation Art Collection will launch October 13, 2023. The initial display in from Seward Johnson Atelier will consist of 20 pieces of sculpture placed throughout the campus mall. OCC is the third community college in New Jersey to have an art collection on campus.

Mr. Dasti shared the following upcoming meetings of the Board of Trustees:

Thursday, October 12, 2023	12:00 p.m.	Meeting/Retreat
Thursday, November 2, 2023	12:00 p.m.	Conversation with the Trustees
Thursday, November 9, 2023	3:30 p.m.	Reorganization Meeting

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English and FAOCC President, shared support of Diversity, Equity, and Inclusion initiatives and acknowledged the students of Mr. Nathaniel Bard, Instructor of Humanities, for the artwork hanging in the Conference Center. Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 5:51 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President