



## BOARD OF TRUSTEES

### Regular Meeting

### Minutes

November 9, 2023

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:39 p.m. on Thursday, November 9, 2023, immediately following the Reorganization Meeting by Mr. Jerry Dasti, Chair, in the Conference Center and via Webex.</p>	Call to Order
<p>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 November 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.</p>	Public Meeting Announcement
<p>Those in attendance were Mr. Dasti, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Gerald Racioppi, Ms. Donna Rosinski-Kauz, Director of Library Services and College Senate Chair, and Mrs. Connie Bello.</p>	Attendance
<p>The minutes of the September 28, and October 12, 2023, special and public meetings were approved by roll call vote with an abstention by Mr. Zabarsky on the October 12 meeting.</p>	Minutes Approved
<p>Upon a request for public comments by Mr. Dasti, Mr. Robert Norton, OCC Student, shared the statement that he was moved to write in response to the College's statement on the conflict in Israel. Mr. Dasti thanked Mr. Norton for his comments.</p>	Public Comments
<p><u>Finance Committee</u></p>	
<p>In the absence of Mr. Dupignac, Ms. Winchester presented the Finance Agenda. The following Committee items were then approved unanimously, as amended, upon roll call vote.</p>	
<p>➤ The statement of income and expenditures as of September 30, 2023, was accepted.</p>	Income/Expenditures Accepted
<p>➤ A resolution was adopted to authorize Dr. Pamela Monaco, President, to sign a three-year Agreement between the Ocean County College Board of Trustees and the Ocean County College Foundation Board of Trustees, effective November 9, 2023, through November 8, 2026.</p>	Resolution Adopted Authorizing Signature of Agreement

- The following contracts were awarded: Contracts Awarded
- A maximum of \$58,212.53 to Quality Cut, Inc., Farmingdale, New Jersey, for the third-year contract option of a three-year contract for weed control and fertilization services from November 16, 2023, through November 15, 2024, at Ocean County College and Ocean County College Manahawkin (the Southern Education Center).
  - A maximum of \$85,000 to Johnstone Supply, Inc., Kenilworth, New Jersey, for the second-year contract option for heating, ventilation, and air conditioning (HVAC) supplies and materials on an as-needed basis from December 9, 2023, through December 8, 2024, for the Facilities Department at Ocean County College.
  - A maximum of \$180,000 to Matrix New World Engineering, Land Surveying and Landscape Architecture, PC, Eatontown, New Jersey, for professional ecological engineering services for the Nellie Bennett Marsh Restoration Planning project administered by the Barnegat Bay Partnership (BBP) at Ocean County College.
  - A maximum of \$43,700 to Forge Signworks LLC, Farmingdale, New Jersey, for the manufacture and installation of replacement campus wayfinding signage at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted  
for Contract Awards
- A maximum of \$20,174.80 to Kaleidoscope Learning, Inc., New York, New York, for the purchase of textbooks, study guide materials, classroom seats, exams, exam retests, and instructor guides through the Work Readiness Assistance Program (WRAP), Adult Education, Civics and Workforce Preparation Program (AECWP), and Title II Program at Ocean County College.
  - A maximum of \$35,000 to Wawa, Inc., Wawa, Pennsylvania, for prepared meals for campus-wide purchase from July 1, 2023, through June 30, 2024, at Ocean County College.
  - A maximum of \$75,000 to Fellowship Travel International, Inc., Ashland, Virginia, for travel services from November 3, 2023, through November 2, 2024, for the OCC Study Abroad Seminar in Ireland.
  - To identify a qualified pool of consultants for professional architectural and engineering services from November 9, 2023, through November 8, 2024, at Ocean County College.
  - To identify a qualified pool of consultants for professional environmental services from November 9, 2023, through November 8, 2024, 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 College Board, New York, New York, for a two-year contract renewal from January 1, 2024, through December 31, 2025, for the purchase of Accuplacer Units.
- The following contracts were amended:
  - An additional \$8,435, for a maximum total of \$25,595, to Ryjam, Inc., t/a Merri-Makers, Brick, New Jersey, for additional catering services for the Presidential Inauguration held on October 13, 2023, at Ocean County College (initial contract was under threshold and did not require Board approval).
  - An additional \$7,400, for a maximum total of \$233,439.01, to Instructure, Inc., Salt Lake City, Utah, for the purchase of additional Canvas Certifications for LMS administrators and staff 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 (contract originally awarded at the April 27, 2023, Board meeting).
  - An additional \$45,000, for a maximum total of \$67,240, to Suburban Trails, Inc., New Brunswick, New Jersey, to provide ground transportation services for the Soccer and Cross Country National Championships as part of ground transportation services for various college activities, performances, events, and athletic team travel at Ocean County College (contract originally awarded at the August 24, 2023, Board meeting).
  - An additional \$27,060, for a maximum total of \$37,740, to Cove Corporation, Lusby, Maryland, for the additional sorting and identification of benthic invertebrate samples collected as part of the Benthic Habitat Assessments project for the Barnegat Bay Partnership at Ocean County College (initial contract was under threshold and did not require Board approval).
  - An additional \$543,825, for a maximum total of \$1,515,475, to Kimmel Bogrette Architecture and Site, Inc., Blue Bell, Pennsylvania, due to multiple design revisions in response to post-pandemic adaptations and evolving College programmatic needs as part of the professional architectural and engineering services for demolition of the current Administration Building and design of the New Administration Building at Ocean County College (contract originally awarded at the July 25, 2019, Board meeting).
- The Board accepted a \$253,915 grant award from the New Jersey Community College Consortium for Workforce and Economic Development NJPTCO Pathways Project for the New Jersey Cyber Health Pathways Project to bring together employers, industry associations, labor unions, education institutions, and workforce development partners to provide students, adult learners, and workers with the education and career pathways they need to find new careers to earn competitive wages, and to ensure that employers have access to highly skilled innovative workforce to meet critical labor market needs. Project Directors: Dr. Joseph Konopka, Vice President of Workforce and Professional Education and Grants

Resolution Adopted  
for NJCCC Purchasing  
Consortium Contract  
Awards

Contracts  
Amended

Grant Accepted

Administration, and Dr. Sylvia Riviello, Dean of STEM. Project Period: Beginning October 1, 2023.

- The Board accepted a \$80,000 Community to Opportunity Basic Needs Grant from the Tepper Foundation to improve coordination between Student Affairs and Academic Affairs services to create a holistic and synergistic approach to improve student success by addressing students' basic needs. Project Director: Dr. Gerald Racioppi, Vice President of Student Affairs. Project Period: October 1, 2023, through September 30, 2024. Grant Accepted
- The Board accepted a \$20,000 Some College, No Degree Initiative Cohort #2 Grant from the New Jersey Office of the Secretary of Higher Education to provide support and guidance to identify and recruit students who dropped out or stopped out of college at Ocean County College. Project Director: Dr. Sheenah Hartigan, Executive Director of Enrollment Services. Project Period: October 1, 2023, through September 30, 2024. Grant Accepted
- The Board accepted a \$78,930 Garrett Lee Smith Suicide Prevention Grant from the Substance Abuse and Mental Health Services (SAMHSE) to provide funding for the Ocean WAVES (We Ask, Verify, Empathize, and Support Suicide Prevention), the comprehensive campus suicide prevention program at Ocean County College to enhance mental health and wellness services, promote help-seeking behavior, reduce stigma, and improve the identification and treatment of at-risk students. Project Director: Dr. Kathryn Pandolpho, Director, Counseling Center. Project Period: September 30, 2023, through September 29, 2026. Grant Accepted
- The Board accepted participation in the Jobs for the Future Technical Assistance Opportunity for the New Jersey Apprenticeship Consortium, a statewide initiative that supports technical assistance for the growth and expansion of registered apprenticeship programs while promoting best-in-class diversity, equity, and inclusion practices. Project Director: Ms. Jannette Ball, Manager, Apprenticeship Programs. Project Period: November 16, 2023, through November 15, 2024. Participation Accepted
- The Board accepted participation in the New America Advisory Committee for Community College Workforce Transformation and Implementation Cohort to work alongside other leading community colleges nationwide to advance innovation and best practices for workforce development excellence, by addressing access and success in programs leading to strong employment outcomes. Project Director: Dr. Joseph Konopka, Vice President of Workforce and Professional Education and Grants Administration. Project Period: September 1, 2023, through August 31, 2024. Participation Accepted

#### Bylaw, Policy, and Curriculum Committee

Dr. Garcia presented the Bylaw, Policy, and Curriculum Agenda, which was then approved upon unanimous roll call vote, as recommended by the Bylaw, Policy, and Curriculum Committee:

- Ocean County College Academic Calendars: Academic Calendars Approved
  - 2024-2025 Academic Calendar
  - 2024 Accelerated Academic Calendar
  - 2025 Accelerated Academic Calendar

➤ Revised Policy

Revised Policy

➤ Policy #2120, Administration, Organization, Lines of Responsibility

Buildings and Grounds Committee

Mrs. Novak provided an update on several ongoing projects, including the Library Renovation. The Buildings and Grounds Report for November 9, 2023, was then unanimously accepted upon roll call vote.

Building/Grounds Committee Report Accepted

Personnel Committee

Mr. Leone presented the Personnel Report and called attention to the awarding of the title of President Emeritus to Dr. Jon H. Larson in recognition of his outstanding service to Ocean County College for 23 years, from 2000 until his retirement in 2023, and in tribute to his significant contributions to the success of Ocean County College and its students. Also recognized were the promotions of Mrs. Jodi Heitmann, Ms. Lisa Hussain, and Mr. Kenneth Malagiere.

Personnel Report Approved

The Personnel Report was then unanimously accepted upon roll call vote.

International Programs Committee

Mr. Fall presented the International Programs Agenda, which was accepted unanimously upon roll call vote.

International Programs Committee Report Accepted

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on December 7, 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 December 7, 2023

The following meetings were scheduled:

Meetings Scheduled

<b>Thursday, December 7, 2023</b>	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 introduced Dr. Alexa Beshara Blauth, Executive Director, Institutional Planning, together with members of the Core Team, who presented progress being made to address the concerns identified by Middle States regarding Standard VII, Governance, Leadership, and Administration regarding OCC's Governance Structure, Engagement with Students, Engagement with Faculty and Staff, Presidential Evaluation, and Periodic Assessment. President's Report

Ms. Anna Regan, Executive Director of Advising, and Ms. Laura Wills, Coordinator of Transfer Services, shared advising initiatives that support student retention. Discussion included the use of Curriculum Tracks, Instructor Alerts, and Transfer Services. The Trustees thanked Ms. Regan and Ms. Wills for the detailed explanation of services available to students.

Dr. Monaco introduced Ms. Heidi Sheridan, Executive and Artistic Director of the Grunin Center, who then introduced Ms. Victoria Buczynski, Marketing and Sales Coordinator; Mr. Erik Stratton, Education and Community Engagement Coordinator; and Mr. Tom Mellott, Planetarium Office Coordinator (via video). Each shared their background and discussed efforts to develop exciting programs to be offered by the Grunin Center and the Planetarium. Dr. Monaco thanked Ms. Sheridan, Ms. Buczynski, Mr. Stratton, and Mr. Mellott for taking the time to share how the College serves a wide range of people on and off campus.

Dr. Monaco thanked all who participated in the very successful Conversation with the Trustees event on November 2, 2023. The items brought forward will be prioritized by the President's Cabinet and a report provided at a future meeting.

Dr. Monaco then shared a ribbon-cutting ceremony is being scheduled at OCC Manahawkin for the rebranding of the facility at 1:00 p.m. on Thursday, January 25, 2024, the same day as the January Board meeting. This meeting will be held at the Manahawkin location, with committee meetings beginning at 2:00 p.m., Caucus meeting at 3:00 p.m., and public meeting at 3:30 p.m.

Dr. Racioppi reported Spring registration began earlier than last year to allow time for the Advising staff to visit each of the 50 Student Success courses in order to help students learn how to use Curriculum Tracks. It is anticipated this will improve retention.

Dr. Racioppi then provided an update on the success of the Athletics teams this fall:

- Women's Volleyball completed their season with an 18-3 record, placing second in the district
- Men's Soccer finished their season with a 10-2-4 record, also placing second in the district
- Men's and Women's Cross Country teams are competing in the NJCAA National Championship meet Saturday, November 11, in Huntsville, Alabama
- Women's Soccer is Region 19 champion for the second straight season, and is currently competing in the national championship tournament in Gastonia, North Carolina

In response to Mr. Leone's request for an update on the Sailing Program, Dr. Racioppi shared the Sailing coach has attempted recruitment of students to participate. Due to work and school schedules, it has been difficult to find students who are able to commit to the program.

Ms. Donna Rosinski-Kauz, College Senate Chair, explained the Senate membership and self-nomination process.

Dr. Monaco introduced Ms. Omara Cardoza, Managing Assistant Director of Kean Ocean, who shared the Community Yoga schedule and an invitation to OCC students and faculty to participate in the Kean Research Day on April 22, 2024.

Ms. Cardoza then introduced OCC and Kean Ocean graduate Mary-Claire Capp, who shared her journey as a non-traditional OCC and Kean Ocean student. Ms. Capp is proud to be a part of the OCC family.

Mr. Ken Malagiere, Executive Director, OCC Foundation, expressed appreciation to the College Administration and the Trustees for approval of the Memorandum of Understanding between the OCC Foundation and College. He then reported the following:

- The next edition of the Legacy Campaign newsletter will highlight the life and legacy of Mr. Joseph Citta, and acknowledged Ms. Kim Malony, Director of Advancement and Community Impact
- Distribution of Endowment reports has begun
- The Golf Outing raised \$60,000 for students at Ocean County College and acknowledged Ms. Sherri Bray, Associate Director of Advancement and Donor Engagement, and Mr. Michael York, Chair of the Golf Outing

Upcoming Foundation events include:

- The second annual Miniature Golf Tournament will take place on Friday, January 19, 2024, in the Student Center

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

- 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

Upon a request for public comments by Mr. Dasti, Mr. Sadain Siddique, OCC student, shared personal comments in response to the College's statement on the conflict in Israel and concern that a similar statement has not been released on behalf of the Palestinian people. The Trustees thanked Mr. Siddique and those who offered additional comments on this matter. Dr. David Bordelon, Professor of English and FAOCC President, shared this is a great example of a College community coming together for engaging communication.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 5:28 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Special Assistant Operations,  
Office of the President