



**BOARD OF TRUSTEES
AGENDA**

**FEBRUARY 22, 2024
3:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **SWEARING-IN BY MR. JACK SAHRADNIK OF MR. JOSEPH TEICHMAN, WHO WAS REAPPOINTED BY THE OCEAN COUNTY BOARD OF COMMISSIONERS TO A FOUR-YEAR TERM ON THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES, FROM OCTOBER 4, 2023, THROUGH DECEMBER 19, 2027**
- VI. **RECOMMEND APPROVAL OF MINUTES OF THE JANUARY 11, 25, AND FEBRUARY 1, 2024, BOARD OF TRUSTEES CLOSED SESSIONS AND JANUARY 25, AND FEBRUARY 1, 2024, PUBLIC MEETINGS** **Bd. Action**
- VII. **PRESENTATIONS/COMMENDATIONS**

VIII. **PUBLIC COMMENTS (prior to committee reports)**IX. **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. ActionB. **Bylaw, Policy, and Curriculum Committee****(Mrs. Joanne Pehlivanian, Chairperson)***(Dr. Eileen Garcia, Vice President of Academic Affairs)*

1. Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B)

Bd. ActionC. **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. ActionD. **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

X. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, March 28, 2024, at 3:00 p.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**

XI. **PRESIDENT'S REPORT**XII. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, MARCH 7, 2024**

**A Conversation with the Trustees/Town Hall
12:00 noon
Student Center**

THURSDAY, MARCH 28, 2024

- | | |
|--|---|
| 1. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: 2:00 p.m.
Place: Conference Room A&B and via Webex |
| 2. Finance Committee | Time: 2:00 p.m.
Place: Conference Room A&B and via Webex |
| 3. Buildings and Grounds Committee | Time: 2:30 p.m.
Place: Conference Room A&B and via Webex |
| 4. Personnel Committee | Time: 2:30 p.m.
Place: Conference Room A&B and via Webex |

5. **Entire Board**

Time: 3:00 p.m.
Place: Conference Center and
via Webex
Purpose: Caucus Meeting—Personnel,
Pending Litigation, and
Collective Bargaining

6. **Entire Board**

Time: 3:30 p.m.
Place: Conference Center and
via Webex
Purpose: **Regular Public Monthly Meeting**

XIII. **PUBLIC COMMENTS**

XIV. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

January 25, 2024

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:34 p.m. on Thursday, January 25, 2024, by Mr. Jerry Dasti, Chair, in room 117 at Ocean County College Manahawkin 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 2023 reorganization meeting and distributed as required by law. Also, a notice was publicized on January 18, 2024, 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. Robert Fall, Mr. Steven Zabarsky, Mr. Jack Sahradnik, Mr. Mathew Thompson, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Ms. Donna Rosinski-Kauz, Director of Library Services and College Senate Chair, and Mrs. Connie Bello.

Attendance

The minutes of the December 7, 2023, Board of Trustees closed session, and December 7, 2023, and January 11, 2024, public meetings were unanimously approved by roll call vote.

Minutes Approved

The trustees adopted, upon unanimous roll call vote, a resolution in recognition of the outstanding dedication and commitment from 1984-2023 of Mr. Carl "Van" Thulin upon his retirement from the Board of Trustees. The resolution follows:

Resolution
Adopted for
Mr. Carl "Van"
Thulin

WHEREAS, the members of the Board of Trustees of Ocean County College wish to publicly acknowledge Mr. Carl "Van" Thulin on the occasion of his retirement from the Board; and

WHEREAS, Mr. Thulin was appointed by the Ocean County Board of Chosen Freeholders to the Board of Trustees in 1984 and has faithfully served the College in an outstanding manner during his thirty-nine-year term; and

WHEREAS, during his tenure, Mr. Thulin served as Chair of the Board for sixteen years, from 2005 to 2021, and he was a member of the Building and Grounds Committee, the Finance Committee, the Personnel Committee, the Audit Committee, and the Compensation Committee, providing guidance on all aspects of the College's operation; and

WHEREAS, Mr. Thulin was a strong advocate for the New Jersey community college sector on all issues that would benefit students, and, in fact, served as an Ambassador to the New Jersey Council of County Colleges for many years; and

WHEREAS, as the longest-serving member on the Board of Trustees, Mr. Thulin's contributions of time, energy, and expertise have had a significant impact on the continued growth and excellence of Ocean County College in its goal to be recognized as one of the finest community colleges in the nation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Ocean County College acknowledges, with regret, the retirement of Mr. Carl "Van" Thulin from the Board, while, at the same time, pays tribute to him for his dedicated service to the College; and

BE IT FUTHER RESOLVED that the Board of Trustees expresses its deep appreciation to Mr. Carl "Van" Thulin for his many years of service and friendship and wishes him happiness in his retirement.

Upon a request for public comments by Mr. Dasti prior to the committee reports, Mr. Peter Harney, Adjunct Professor of Social Science, welcomed the Trustees to OCC Manahawkin and thanked them for support of the students, staff, and faculty of the southern part of the county. He then encouraged the Trustees to consider holding one meeting each year at the Manahawkin campus.

Public Comments

Finance Committee

In the absence of Mr. Dupignac, Ms. Winchester presented the Finance Agenda, which was approved unanimously upon roll call vote.

- The statement of income and expenditures as of December 31, 2023, was accepted.
- A resolution was adopted authorizing Dr. Pamela Monaco, President, or her designee, the Barnegat Bay Partnership Director, following recommendation by the Ocean County College Director of Grants Administration, to execute amended BBP agreements only when there is no increased obligation.
- Resolutions were adopted to award the following contracts:
 - A maximum of \$28,194 to Shearwater International, Inc., Wilmington, Delaware, for an eighteen-month contract from January 1, 2024, through June 30, 2025, for an on-line mentorship program to support ESL students and students enrolled in Career Technical Education (CTE) programs who have requested assistance from the Counseling Center at Ocean County College.

Income/Expenditures
Accepted

Resolution Adopted

Resolutions Adopted
for Contract Awards

- A maximum of \$18,450 to Education Computer Systems, Inc. (ESCI), Warrendale, Pennsylvania, for the preparation and issuance of IRS 1098-T forms to students at Ocean County College.
- A maximum of \$68,402.85 to Howard Industries, Inc., Laurel, Mississippi, for the purchase and installation of audio video equipment for Technology Building classrooms to provide interaction between instructors, in-class students, and remote students through the Securing Our Children's Future Bond Act for use at Ocean County College.
- A maximum of \$20,198.43 to NCS Pearson, Inc., Bloomington, Minnesota, for the purchase of class books and activity workbooks for ESL students through the Adult Education, Civics, and Workforce Preparations Program (AECWP) at Ocean County College.
- A maximum of \$34,250 to The Sextant Group, Inc. dba NV5, Philadelphia, Pennsylvania, for stage lighting system consultation services for the Black Box Theater at Ocean County College.
- A maximum of \$141,162.11 to Diversified Storage Solutions, Inc., Norristown, Pennsylvania, for the purchase and installation of furniture in the Library, through the Sourcewell Cooperative Contract as part of the Library Modernization Project at Ocean County College.
- A maximum of \$19,285.42 to Indiana Furniture Industries, Inc., Jasper, Indiana, for the purchase and installation of furniture in the Library through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract as part of the Library Modernization Project at Ocean County College.
- A maximum of \$1,000,943.27 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in the Library through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract as part of the Library Modernization Project at Ocean County College.
- A maximum of \$78,334.72 to Senator International, Inc., dba Allermuir, Maumee, Ohio, for the purchase and installation of furniture in the Library through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract as part of the Library Modernization Project at Ocean County College.
- A maximum of \$48,998.65 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase and installation of audio visual equipment through the TIPS Cooperative Contract for the Conference Center at Ocean County College.
- A maximum of \$27,331 to Pensa Labs, Inc., Brooklyn, New York, for the purchase of a wire bending machine for the Engineering Lab at Ocean County College.
- A maximum of \$27,300 to Gerber Tours, Inc., Woodbury, New York, for travel services from April 19, 2024, to April 21, 2024, for the OCC Study Abroad Seminar in Washington, DC.

- A maximum of \$40,147.50 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase and installation of audio visual equipment for the Conference Center at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$60,755, for a maximum total of \$4,963,755, to Santorini Construction, Inc., Neptune, New Jersey, to correct existing plumbing and electrical conditions that are not code compliant, install a masonry pier to support an existing cast lintel, installation of additional support brackets and framing, and structural supports needed as part of the Library Modernization Project at Ocean County College (contract originally awarded at the August 24, 2023, Board meeting).
 - An additional \$1,690, for a maximum total of \$30,380, to KC Sign and Awnings, Aston, Pennsylvania, for engineer's drawings as required by Stafford Township and for the installation of two 4' x 4' poles with mounting plates as part of the purchase and installation of a new electronic sign through the Education Services Commission of New Jersey (ESCNJ) at OCC Manahawkin (contract originally awarded at the December 7, 2023, Board meeting).
 - An additional \$10,100, for a maximum total of \$20,100, to HireRight, LLC, Irvine, California, for additional employee background screening services at Ocean County College (initial contract was under threshold and did not require Board approval).
- The Board accepted a \$69,119.39 grant from the Office of the Secretary of Higher Education (OSHE) for the Hunger Free Campus to continue to support to OCC's Helping Hands food pantry and address activities and support for student needs related to food insecurity. Project Director: Ms. Michelle Youngs, Assistant Director of Student Life. Project Period: January 1, 2024, through June 30, 2024. Grant Accepted
- The Board accepted a Mentor Connect Grant from the National Science Foundation (NSF) to provide funding to reimburse for travel to required workshops. Mentor Connect will provide Ocean County College with a mentor to prepare a faculty-driven Advanced Technological Education (ATE) grant to significantly increase the chances of receiving an award. Project Director: Dr. Sylvia Riviello, Dean of STEM. Project Period: December 1, 2023, through November 30, 2024. Grant 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:

- New Board Bylaw New Board Bylaw
 - Bylaw #1252.5, Committees of the Board, Standing Committees, Student Experience

➤ Revised Bylaws

Revised Bylaws

- Bylaw #1252, Committees of the Board, Standing Committees
- Bylaw #1252.1, Committees of the Board, Standing Committees, Buildings and Grounds
- Bylaw #1252.2, Committees of the Board, Standing Committees, Bylaw, Policy and Curriculum
- Bylaw #1252.3, Committees of the Board, Standing Committees, Finance
- Bylaw #1252.4, Committees of the Board, Standing Committees, Personnel

As required by Policy #1370, Amendments to Bylaws, the proposed Bylaw amendments were introduced at the December 7, 2023, Board meeting.

- The following items, as accepted by the College Senate at its meeting on December 21, 2023, were approved unanimously upon roll call vote:

College Senate
Items Approved

➤ Revised Program Option

Revised Program
Option

- Associate in Science Degree in Hospitality, Recreation, and Tourism Management, Culinary Arts Option

➤ New Course

New Course

- MATH 196, Precalculus

➤ Revised Courses

Revised Courses

- CRIM 152, Introduction to Law Enforcement
- CRIM 155, Introduction to Corrections
- CRIM 236, Criminology
- CRIM 237, Juvenile Justice
- CRIM 280, Criminal Investigation
- CSIT 192, Introduction to Machine Learning
- HRTM 214, Supervision and Human Resource Management

➤ Inactivated Certificates of Proficiency

Inactivated Certifi-
cates of Proficiency

- Certificate of Proficiency in Exercise Science
- Certificate of Proficiency in Nutrition

Buildings and Grounds Committee

Mr. James Calamia, Assistant Vice President, Facilities, provided an update on several ongoing projects, including the Grunin Center Lobby Extension and Library Renovation. The Buildings and Grounds Report for January 25, 2024, 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

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on February 22, 2024, 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
February 22, 2024

The following meetings were scheduled:

Meetings
Scheduled

Thursday, February 22, 2024	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 shared Red Book, created by Student Affairs, which contains information on all services available for assisting students and colleagues should they be in distress for any reason. Dr. Monaco commended Student Life with special thanks to Ms. Jennifer Fazio, Director of Student Life, who coordinated the project. The Red Book is available in hard copy and online to the campus community.

President's Report

Ms. Jan Kirsten, Executive Director of College Relations, presented the newly designed Board of Trustees website. She commended Mr. Michael Leon, Associate Director, Graphic Design, and Mr. Eric Gonnella, Website Coordinator, for the design of this project.

Ms. Kirsten also shared the activities calendar on the College Website, which highlights all activities on campus.

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming February 2024 Black History Awareness Month at Ocean County College. The resolution was adopted upon unanimous roll call vote.

Resolution
Adopted to
Proclaim February
2024 as Black
History
Awareness Month

Dr. Monaco also highlighted the following:

- Colloquium was a successful day, beginning with plenary speaker, Dr. Nicole Pulliam, Associate Professor and Director of the Social Justice Academy, Monmouth University. The day included four break-out sessions, a state-of-the-College address, and employee recognition.

- Dr. Monaco, Dr. Garcia, Dr. Gerald Racioppi, Vice President of Student Affairs, Dr. Rosann Bar, Dean of Social Science, and Dr. Sheenah Hartigan, Executive Director of Enrollment Services, met with Stockton University's Vice President for Enrollment Management Dr. Robert Heinrich, Interim Provost and Vice President for Academic Affairs Dr. Marissa Levy, Chief Operating Officer, Atlantic City Campus Brian Jackson, Senior Vice President for Facilities and Operations Donald Hudson, and Director of Academic Operations, Atlantic City Alexander Marino, to discuss the Live, Work and Learn program as a possible opportunity for OCC students.

Dr. Sheenah Hartigan presented the enrollment update on behalf of Dr. Racioppi and reported Spring 2024 enrollment is currently ahead 2-1/2% in headcount and 1.6% in credits. The increases are primarily attributed to returning stop-out students and continuing students, showcasing retention efforts by so many on campus. Dr. Hartigan shared OCC Manahawkin student enrollment is up by nearly 10%, one-third of which being non-traditional students.

Dr. Hartigan announced the College Pathways Program will be presented for the first time to students at Southern Regional High School with over 75 students expected to attend.

Dr. Konopka provided an update in Workforce and Professional Education. Discussions with employers throughout county the continue. A follow-up meeting to bring the Alternate Route to Teaching program to OCC has been scheduled. Over 100 prospective students attended the open house for non-credit programs.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the Senate Bylaw Revision Committee has met to revise Bylaws utilizing inclusive language. They will be shared with Trustees prior to seeking approval in June.

Dr. Monaco introduced Dr. Jessica Adams, Dean of Kean Ocean, who thanked Dr. Monaco for including Kean Ocean in today's ribbon cutting for OCC Manahawkin. Dr. Adams reported Kean Ocean continues to review offerings that are available for Kean Ocean at the Manahawkin campus in order to provide an affordable, world-class education and experience to students in southern Ocean County.

Mr. Ken Malagiere, Executive Director, OCC Foundation, thanked Mr. David Paulus, Foundation immediate past chair for his leadership over the last two years and welcomed Mr. Michael Manzo as new Foundation chair.

Mr. Malagiere reported the following:

- The annual appeal raised over \$120,000, including generous annual support from the OceanFirst Foundation and the Prima Foundation.
- The Foundation Art Collection will receive a gift from artist Creighton Michael, whose work can be found in the National Gallery of Art and the Phillips Collection, Washington, D.C., and the Museum of Modern Art, Whitney Museum, and the Metropolitan Museum of Art, among other various museums, which will be displayed outside the Gateway Building Lecture Hall.
- The next edition of the Life and Legacy newsletter will feature contributions made by Richard Sambol. To date, over \$3 million in gifts and pledges has been received for this campaign.

- The Spring scholarship application period closed on January 4th and all awards have been distributed for the current semester. Mr. Malagiere thanked Ms. Lisa Hussain, Foundation Advancement and Database Coordinator, Ms. Ellen Schaffer, Assistant Manager of Accounts Receivable, and Ms. Angela Stephen, Bursar.
- This year's Annual Summer Scholarship will be held on Friday, June 28, 2024. Honorees will be the Citta Foundation, Ms. Ilene Cohen, Executive Director of Athletics, and Mr. Lincoln Simmons, College Lecturer II in Biology.

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

- A Conversation with Jeffrey Morton, Monday, February 26, 2024
- Documentary and Panel Discussion of "Beyond Their Years," the incredible legacies of Herb Carnegie and Buck O'Neil, to OCC, Thursday, February 29, 2024
- A Conversation with Kyle Carpenter, Wednesday, April 3, 2024
- A Conversation with Reginald Dwayne Betts, Wednesday, April 10, 2024
- An Evening with John Leguizamo, Wednesday, April 24, 2024

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

Thursday, February 1, 2024 2:00 p.m. Board Retreat

Thursday, February 22, 2024 3:30 p.m. Board Meeting

Upon a request for public comments by Mr. Dasti, Commissioner Frank Sadeghi shared his background and support for Ocean County College.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 4:26 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President



**BOARD OF TRUSTEES
Public Retreat/Meeting**

**Minutes
February 1, 2024**

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:07 p.m. on Thursday, February 1, 2024, by Mr. Jerry Dasti, Chair, in Room 102 of the Conference Center on the College campus and via Webex.

Call to Order

The announcement of public meeting was made by Mrs. Connie Bello in compliance with the Open Public Meetings Act of 1975. This special meeting was announced on January 26, 2024, as required by the New Jersey Open Public Meetings Act, by providing adequate notice to the Asbury Park Press, the Atlantic City Press, the Ocean County Clerk, and the College community. The notice indicated this meeting would also be held via Webex, as per 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. Robert Fall, Mr. Steven Zabarsky, Mr. Jack Sahradek, Dr. Pamela Monaco, Executive Vice President of Finance and Administration Sara Winchester, and Mrs. Connie Bello.

Attendance

The pledge of allegiance was recited by all those in attendance.

Pledge of Allegiance

Upon a request for public comments by Mr. Dasti, there were no comments from the public at this time.

Public Comments

A resolution was introduced and adopted upon unanimous roll call vote to move into a closed meeting for the purpose of discussing personnel matters. The results of the meeting will be released to the public when the need for confidentiality no longer exists. The length of the closed session is estimated to be approximately ninety minutes, after which the public meeting will resume and adjourn.

Resolution Adopted
for Closed Meeting

At 12:11 p.m., the trustees moved to a closed session; at 1:19 p.m., the closed session ended, and the public meeting resumed.

Public Meeting
Resumed

The next public meeting of the Board of Trustees is scheduled for Thursday, February 22, 2024, at 3:30 p.m. in the Conference Center and via Webex.

Mr. Dasti requested comments or inquiries from members of the public, and none were received.

Public Comments

With no further comments from the Board members or the public, the public meeting adjourned at 1:20 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President