



BOARD OF TRUSTEES
AGENDA

APRIL 25, 2024
11:00 a.m.

I. CALL TO ORDER

II. ANNOUNCEMENT OF PUBLIC MEETING

III. ROLL CALL

IV. MISCELLANEOUS

- A. Recommend adoption of a resolution to move to a closed session 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. It is anticipated that the session will continue until noon, at which time the public meeting will resume. Bd. Action

V. RESUME PUBLIC MEETING

VI. PLEDGE OF ALLEGIANCE

- VII. SWEARING-IN BY MR. JACK SAHRADNIK OF MS. DIANNE C. GOVE, WHO WAS APPOINTED BY THE OCEAN COUNTY BOARD OF COMMISSIONERS TO FILL THE UNEXPIRED TERM OF MR. CARL V. THULIN ON THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES, FROM APRIL 17, 2024, THROUGH DECEMBER 19, 2024.

- VIII. **RECOMMEND APPROVAL OF MINUTES OF THE MARCH 28, 2024, BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** **Bd. Action**
- IX. **PRESENTATIONS/COMMENDATIONS**
- X. **PUBLIC COMMENTS (prior to committee reports)**
- XI. **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. Action**
- B. **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. Action**
- C. **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. Action**
- D. **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**

XII. MISCELLANEOUS

- A. *Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, May 30, 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**

XIII. PRESIDENT’S REPORT

XIV. NEXT MEETINGS OF THE BOARD OF TRUSTEES ON

THURSDAY, MAY 30, 2024

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| 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**

XV. **PUBLIC COMMENTS**

XVI. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

March 28, 2024

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:37 p.m. on Thursday, March 28, 2024, by Mr. Stephan Leone, Secretary, in the absence of Mr. Jerry Dasti, Chair, in room 102 of the Conference Center on the College campus 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 March 22, 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. Leone, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Steven Zabarsky, Mr. Casey Conner, Mr. Jack Sahradnik, Mr. Mathew Thompson, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, Ms. Donna Rosinski-Kauz, Director of Library Services and College Senate Chair, and Mrs. Connie Bello. Also in attendance was Commissioner Virginia Haines.

Attendance

The minutes of the February 22, 2024, Board of Trustees closed session and public meetings were approved by roll call vote with an abstention from Mrs. Pehlivanian.

Minutes Approved

Dr. Monaco introduced Ms. Laura Paolillo, Adjunct Associate Professor of Business, who shared with the Trustees the Collaborative Online International Learning (COIL) cross-cultural exchange through her Principles of Management class with the Amsterdam University of Applied Sciences. The collaboration began Fall of 2020 and has continued since that time. Ms. Paolillo introduced Leah Diaz, Principles of Management student, who shared her experience as part of the COIL exchange.

Presentations

Upon a request for public comments by Mr. Leone, there were no comments from the public prior to the committee reports.

Public Comments

Finance Committee

Mr. Dupignac provided an update to the College portfolios and then presented the Finance Agenda, which was approved unanimously as amended.

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|---|--|
| ➤ The statement of income and expenditures as of February 29, 2024, was accepted. | Income/Expenditures Accepted |
| ➤ A resolution was adopted authorizing the president to enter into an agreement with the Ocean County Vocational Technical School to house the pre-nursing program on the OCC campus. | Resolution Adopted Authorizing President to Enter an Agreement |
| ➤ The following contracts were awarded: | Contracts Awarded |
| ➤ A maximum of \$45,500 to BKP Architects, Philadelphia, Pennsylvania, for professional architectural and engineering services to design and plan specialized classrooms and laboratories to support the development of new Allied Health educational programs in Dental Hygiene, Radiography, Veterinary Technician, and Pre-Nursing/Certified Nursing Assistant Programs at Ocean County College. | |
| ➤ A maximum of \$84,448 to Spektrix, Inc., New York, New York, for a two-year contract for a CRM Cloud-Based Box Office Ticketing System to integrate ticketing, marketing, fundraising, and customer databases from July 1, 2024, through June 30, 2026, for the Theatre and Planetarium, at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted for Contract Awards |
| ➤ A maximum of \$18,000 to Simon Property Group, Toms River, New Jersey, for advertising to promote free tuition at Ocean County College from April 1, 2024, through October, 31 2024, at the Ocean County Mall. | |
| ➤ A maximum of \$39,491.55 to Dell Marketing, L.P., Round Rock, Texas, for the purchase of Chromebooks for students enrolled in the Adult Education, Civics, and Workforce Preparations Program (AECWP) at Ocean County College. | |
| ➤ A maximum of \$37,805.02 to Allegheny Educational Systems, Inc., Tarentum, Pennsylvania, for the purchase of a wire bending machine and industrial-quality resin 3-D printer for the Engineering Lab at Ocean County College. | |
| ➤ A maximum of \$67,110 to Stevens Institute of Technology, Hoboken, New Jersey, to enter into and execute an agreement to fund the project for the Barnegat Bay Partnership titled "Living Shoreline, Climate Change Resiliency – Jeffreys Creek Shoreline Naturalization" at Ocean County College. | |
| ➤ A maximum of \$27,175 to SciAps, Inc., Woburn, Massachusetts, for the purchase of equipment that can analyze paint for the presence of lead for the Science Department at Ocean County College. | |

- A maximum of \$40,000 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 20, 2024, to March 19, 2025, at Ocean County College.
- A maximum of \$25,000 to MCI Communications Services LLC dba Verizon Business Services, Lone Tree, Colorado, for a three-year contract, subsequent to the execution date of the signed agreement, for a telecommunications service carrier at Ocean County College.
- 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 Castle Branch, Inc., Wilmington, North Carolina, for the second-year contract option for background check services from July 1, 2024, through June 30, 2025.
 - To Consolidus, LLC, Akron, Ohio, for the second-year contract option for a professional promotional online storefront from July 1, 2024, through June 30, 2025.
- The following contracts were amended:
 - An additional \$15,000, for a maximum total of \$55,000, to Home Depot U.S.A., Inc., Atlanta, Georgia, for additional custodial supplies through the Omnia Partners Cooperative Purchasing Program for the remainder of the fiscal year at Ocean County College (contract awarded at the December 8, 2022, Board meeting).
 - An additional \$5,200, for a maximum total of \$81,200, to Johnson Controls, Inc., Blackwood, New Jersey, for the replacement of a remote fire alarm annunciator panel in the Gateway Building as part of the chiller maintenance services at Ocean County College (contract originally awarded at the April 27, 2023, Board meeting).
 - An additional \$20,000, for a maximum total of \$55,000, to Wawa, Inc., Wawa, Pennsylvania, for additional prepared food for the remainder of the fiscal year at Ocean County College (contract originally awarded at the November 9, 2023, Board meeting).
 - An additional \$15,000, for a maximum total of \$90,000, to Consolidus, LLC, Akron, Ohio, for the purchase of additional professional promotional items through the 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 (contract originally awarded at the April 27, 2023, Board meeting).
 - An additional \$20,000, for a maximum total of \$50,000, to Bubbakoo’s Burritos, Wall, New Jersey, for additional catering services for the remainder of the fiscal year at Ocean County College (contract originally awarded at the April 27, 2023, Board meeting).

Resolutions Adopted for NJCCC Purchasing Consortium Contract Awards

Contracts Amended

- An additional \$9,600, for a maximum total of \$38,400, to Burlington English, Inc., Boca Raton, Florida, for an additional 100 seats for the Burlington English online program as part of the one-year contract for English as a Second Language (ESL) instruction for Title II Grant participants from July 1, 2023, through June 30, 2024, through the Office of Workforce and Professional Education at Ocean County College (contract originally awarded at the June 29, 2023, Board meeting).
- An additional \$10,500, for a maximum total of \$21,500, to Stylized Events, LLC, dba Richard's Party Rentals, Point Pleasant, New Jersey, for the campus-wide rental of chairs, tables, linens, tents, and other supplies for events on campus at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$4,540, for a maximum total of \$18,930, to United Collegiate Umpires, Las Vegas, Nevada, for additional umpiring services for various sporting events at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$50,000, for a maximum total of \$5,013,755, to Santorini Construction, Inc., Neptune, New Jersey, as a contingency amount to address any additional unforeseen building conditions for the Library Modernization project at Ocean County College (contract originally awarded at the August 24, 2023, Board meeting).
- An additional \$17,095.50, for a maximum total of \$17,520.50, to Innovative Educators, Inc., Boulder, Colorado, for unlimited connections and campus-wide recording of "Safeguarding Free Speech and Safety During a National Election Year" as part of the purchase of a one-year license for an online orientation subscription at Ocean County College (initial contract was under threshold and did not require Board approval).
- The contract awarded at the January 25, 2024, Board meeting to Pensa Labs, Inc., Brooklyn, New York, for the purchase of a wire bending machine for the Engineering Lab was rescinded. Pensa Labs was unable to provide post-award documentation required by N.J.S.A. 10:5-31 et seq., Equal Employment Opportunity and Affirmative Action. Rescission of Contract Award
- The Board accepted a \$500,000 grant award from the Restore America's Estuaries (RAE) Watershed Grant Program to the Barnegat Bay Partnership at Ocean County College for the Nellie Bennett Marsh Restoration and Living Shoreline, Phase 2 Project. This grant will fund restoration of approximately 18 acres of salt marsh and over 1500 feet of salt marsh shoreline on Nellie Bennett Marsh in Point Pleasant, New Jersey. Specifically, the funding will be used to support restoration design, permitting, and the construction and restoration of the marsh shoreline using nature-based techniques. Project Director: Ms. Ceili Pestalozzi, Wetland and Watershed Coordinator. Project Period: April 2024 through June 2027. Grant Accepted

- The Board accepted the \$607,266 Carl D. Perkins Career and Technical Education Grant and an amendment from the New Jersey Department of Education 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 an increased need and cost for supplemental instruction, addition of equipment for practical application by students, delay of Part-Time Work-Based Learning Coordinator, and removal of equipment or supplies in original grant application that were deemed no longer needed. Project Manager: Ms. Jessica Drews, Program Director, Technical Education Programs. Funding Period: July 1, 2023, through June 30, 2024. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Garcia presented the Bylaw, Policy, and Curriculum Agenda, which was 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 meetings on March 7 and 21, 2024, were approved unanimously upon roll call vote: College Senate Items Approved
 - Revised Program Revised Program
 - Associate in Science Degree, Environmental Studies
 - New Course New Course
 - CSIT 210, Cyber Operations
 - Revised Courses Revised Courses
 - HEHP 160, First Aid/CPR/AED
 - MATH 195, Precalculus (Accelerated)
 - THTR 190, Children's Theatre Performance
 - Revised Course with Name Change Revised Course with Name Change
 - ANTH 240, Travel Seminar: World Cultures to Travel Seminar: Cultural Studies

Buildings and Grounds Committee

Mrs. Novak introduced Mr. James Calamia, Assistant Vice President of Facilities, who provided an update on the Grunin Center Lobby Extension, Library Renovation, and New Administration Building. The Buildings and Grounds Report for March 28, 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 April 25, 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 April 25, 2024

The following meetings were scheduled:

Meetings Scheduled

Thursday, April 25, 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 introduced Dr. Marilyn Kralik, Professor of Humanities, and Mr. Robert Marchie, College Lecturer II, History, who shared highlights from the OCC in Italy tour in January. Student travelers Samantha Bradach and Alexander Gabliks discussed their experience from the tour and, together with Dr. Kralik and Mr. Marchie, thanked the Foundation for the financial support offered to the students. Dr. Kralik and Mr. Marchie also thanked the trustees, the Accounting Department, and Dr. Rosann Bar, Dean of Business and Social Sciences, for support of the Study Abroad program. Mr. Zabarsky thanked Dr. Kralik and Mr. Marchie for leadership of this study abroad seminar.

President's Report

Dr. Monaco shared the following:

- > On Monday, March 11, 2024, OCC student veteran Hunter Mantz accompanied Dr. Monaco to the New Jersey State House Capitol Building to discuss the proposed \$20 million budget cut to community colleges together with a panel of community college students and a panel of community college presidents who addressed the Assembly Budget Committee. Hunter testified effectively about the impact OCC has had on him and how students will be negatively affected by a decrease in funding.
- > Ocean County College took home the Gold Paragon Award for excellence in design at the National Council for Marketing and Public Relations 2024 conference, held March 14 to 16, 2024, in Seattle, Washington, for a series of posters created for the College's June-teenth celebration. Dr. Monaco commended Mr. Michael Leon, Associate Director, Graphic Design.

- The First Generation Celebration was held on Wednesday, March 13, 2024. Dr. Monaco commended Dr. Kathleen Mohr, Director of Enrollment and Retention, and Ms. Alison Noone, Student Support Services Program Director, for putting this program together and Mr. Stephen Downey, College Lecturer II in History, who shared his moving story as a first generation student.
- Meetings with the Ocean County Prosecutors Office regarding Lakewood outreach with the Special Offenders Unit and the Pathway's Project, with Dr. Rosann Bar and Ms. Patricia Gianotti, College Lecturer II, Addictions Counseling, have taken place.
- Pi Day celebrations were held on March 14, 2024, sponsored by the OCC Math Club, STEM Center, Helping Hands Food Pantry, and Planetarium.
- The Spring 2024 William J. Rickert Lecture Series was announced.
- The School of Nursing completed the site visit for the reaccreditation process with representatives from the Accreditation Commission for Education in Nursing (ACEN) March 12 through 14, 2024. The final report is expected September 2024.
- Dr. Monaco and Mr. Kenneth Malagiere, Executive Director, OCC Foundation, threw out ceremonial first pitches at the March 27, 2024, baseball game in honor of OCC's 60th anniversary. Dr. Monaco thanked the First Pitch Committee and Ms. Patricia Carroll, Assistant Athletic Director, for coaching assistance. Dr. Monaco congratulated OCC Baseball Coach Ed McRae, who earned his 650th win.
- The second annual Environmental Science Technical Conference was held on March 28, 2024, bringing students together with industry professionals to learn about education and career opportunities in the field of environmental science. Dr. Monaco commended organizer Mr. Lincoln Simmons, College Lecturer II, Biology.
- Upcoming events include the following:
 - Men's Volleyball semifinals March 28, 2024
 - The Planetarium will host an Eclipse Watch Party on campus April 8, 2024, with 1,200 expected to attend, with thanks to the OCC Foundation for donation of protective eye-wear
 - PTK Induction, April 11, 2024
 - The OCC Repertory Theatre Company's production of The Importance of Being Earnest, April 12 to 14 and 19 to 21, 2024

Dr. Konopka provided an update in Workforce and Professional Education. The final application has been submitted to the New Jersey Department of Education to bring the Alternate Route to Teaching program to OCC. A response from the DOE is expected no later than August 31, 2024.

In addition, Dr. Konopka reported the following:

- WPE held a Technology conference today, which provided networking opportunities.

- Discussions with Dr. David Birdsell, Kean University Provost and Senior Vice President for Academic Affairs, to identify additional partner programs with Kean University and Workforce and Professional Education.
- Additional grants for English as a Second Language support are being explored. Dr. Konopka thanked the trustees and the Foundation for support of the ESL program.
- Dr. Konopka attends Chamber of Commerce meetings, which offer opportunities for partnerships with nonprofit organizations throughout the county.

Dr. Garcia shared development of Dental Hygiene and Radiography programs have begun.

Dr. Racioppi presented the enrollment update, sharing FY 2024 enrollment is currently ahead 2% in headcount and unduplicated students. Spring 2024 enrollment is ahead by 1.82% for students and 1.56% for credits. Early reporting shows summer 2024 enrollment is currently ahead of last year. Dr. Racioppi continues to commend retention efforts by the HUB Student Success team, the HUB Enrollment team, and the Advising team.

Dr. Racioppi reported 61% of the FIPSE Basic Needs Grant recipients are non-traditional students, aged 24; 16% are Nursing students.

Due to an upgrade to the FAFSA through the Department of Education, FAFSA eligibility notification has been pushed back to early May.

Lastly, Dr. Racioppi commended Ms. Carmen Mora, Coordinator, Community and Displaced Homemaker's Program, who has forged a dynamic partnership with the Ocean County Career Center, formerly known as PIC. This recent collaboration has positioned OCC's Displaced Homemaker's Program as a highly recommended partner of the Ocean County Career Center.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared College Senate election ballots have been distributed to each constituency group. Voting closes April 1, 2024.

Dr. Monaco introduced Dr. Jessica Adams, Dean of Kean Ocean, who thanked Dr. Monaco for inviting Kean Ocean to attend the First Pitch celebration. Dr. Adams commended Mr. Lincoln Simmons, for the second annual Environmental Science Technical Conference, where areas for collaboration between Kean University and OCC were identified. Kean Ocean Research Day will be held on April 15, 2024. Dr. Adams thanked Dr. Stan Hales, Director, Barnegat Bay Partnership, and Mr. Simmons for their time, effort, and contributions towards this event.

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

- The Graduating Award application period is now open. All students who graduated in December 2023, and who will graduate this spring are encouraged to apply.
- The Spring funding request period is open for submission through April 4, 2024.
- The Foundation's gift from artist Creighton Michael has been installed outside the Gateway Building Lecture Hall.

- The next edition of the Life and Legacy newsletter featuring contributions made by Richard Sambol is currently in the design phase. Mr. Malagiere commended Mr. Michael Leon and Ms. Dori Londres, Marketing and Communications Writer/Editor.
- This year's Annual Summer Scholarship Celebration will be held on Friday, June 28, 2024, and has currently raised \$70,000. Honorees will be the Citta Foundation, Ms. Ilene Cohen, Executive Director of Athletics, and Mr. Lincoln Simmons.
- The New Jersey Symphony will visit OCC on Tuesday, June 25, 2024, for the annual Concert under the Stars.

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

- A Conversation with Kyle Carpenter, Wednesday, April 3, 2024
- A Conversation with Reginald Dwayne Betts, Wednesday, April 10, 2024

Mr. Leone shared the following upcoming meeting of the Board of Trustees:

Thursday, April 25, 2024 3:30 p.m. Board Meeting

Upon a request for public comments by Mr. Leone, several students shared the following comments/requests:

Public Comments

- Extra Credit Policy – Many of our students work many hours or have family responsibilities that require hours of time commitment. Armando suggested an extra credit policy might help encourage students to enroll for more credits each semester.
- College Website – Ashley requested that the website include a brief summary for degree programs to help students when selecting a major.
- Day Care on Campus – Madeline asked that alternative day care options be explored to provide parents who struggle with child care the opportunity to attend classes without interruption.

Mr. Fall thanked the students for sharing these comments and suggested they also submit them in writing to the Office of the President.

Ms. Cheyenne Severin, Associated Students of Ocean County College (ASOCC) Vice President, asked if the Conversation with the Trustees has been rescheduled, as there has been significant interest on behalf of the students. Mr. Fall explained a new date will be announced in the near future.

Ms. Severin then shared Clubs for a Cause will take place April 14, 2024, from 5:00 to 7:00 p.m.

With no further comments from the Board members or the public, the meeting adjourned at 5:01 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President