



**BOARD OF TRUSTEES
AGENDA**

**MAY 30, 2024
3:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **RECOMMEND APPROVAL OF MINUTES OF THE AUGUST 22, 2024,
BOARD OF TRUSTEES CLOSED SESSION AND PUBLIC MEETINGS** ***Bd. Action***
- VI. **PRESENTATIONS/COMMENDATIONS**
- VII. **PUBLIC COMMENTS (prior to committee reports)**

VIII. **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. **Student Experience Committee**

(Dr. Gerald Racioppi, Vice President of Student Affairs)

E. **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

IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, November 7, 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**

X. **PRESIDENT’S REPORT**

XI. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON**

THURSDAY, OCTOBER 24, 2024

- 1. **Entire Board**
 - Time: 12:00 noon
 - Place: Student Center and via Webex
 - Purpose: **Conversation with the Trustees**

and

THURSDAY, NOVEMBER 7, 2024

- 1. **Bylaw, Policy, and Curriculum Committee**
 - Time: 1:30 p.m.
 - Place: Conference Room A&B and via Webex
- 2. **Finance Committee**
 - Time: 1:30 p.m.
 - Place: Conference Room A&B and via Webex
- 3. **Buildings and Grounds Committee**
 - Time: 2:00 p.m.
 - Place: Conference Room A&B and via Webex

- 4. **Student Experience Committee**
Time: 2:30 p.m.
Place: Conference Room A&B and via Webex

- 5. **Personnel Committee**
Time: 2:30 p.m.
Place: Conference Room A&B and via Webex

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

- 7. **Entire Board**
Time: 3:30 p.m.
Place: Conference Center and via Webex
Purpose: **Annual Reorganization Meeting**

- 8. **Entire Board**
Time: Immediately following Reorganization Meeting
Place: Conference Center and via Webex
Purpose: **Regular Public Monthly Meeting**

XII. **PUBLIC COMMENTS**

XIII. **ADJOURNMENT**

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



BOARD OF TRUSTEES

Regular Meeting

Minutes

August 22, 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, August 22, 2024, by Mrs. Linda Novak, Vice Chair, in the absence of 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 meeting was announced on November 9, 2023, and August 16, 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
- The oath of office to serve on the Ocean County College Board of Trustees was administered by Mr. Jack Sahradnik to Ms. Susan Naples, who was recently appointed as the Interim Ocean County Executive Superintendent of Schools. The trustees welcomed Ms. Naples to the Board. Swearing In
- Those in attendance were Mrs. Novak, Mr. Stephan Leone, Mr. Robert Fall, Ms. DiAnne Gove, Ms. Susan Naples, Mr. Joseph Teichman, Mr. Steven Zabarsky, Ms. Cheyenne Severin, Mr. Jack Sahradnik, Mr. Mathew Thompson, 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. Attendance
- The minutes of the July 11, July 25, and August 15, 2024, Board of Trustees closed sessions and public meetings were unanimously approved by roll call vote. Minutes Approved
- The trustees adopted a proclamation upon unanimous roll call vote honoring Patrick Dispoto, a 1990 Ocean County College graduate, who lost his life on June 23, 2024, trying to save others from an oncoming thunderstorm. Ms. Ruth Fussell, Mr. Dispoto's good friend, accepted the proclamation with gratitude on behalf of his family. Proclamation Honoring Patrick Dispoto

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

Public Comments

Finance Committee

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

➤ The statement of income and expenditures as of July 31, 2024, was accepted.

Income/Expenditures Accepted

➤ The following contracts were awarded:

Contracts Awarded

➤ A maximum of \$66,750 to Door Services Corporation dba Eastern Door Service, Burlington, New Jersey, for the first year with a second-year contract option for automatic door maintenance, replacement, and repair services on an as-needed basis from July 1, 2024, through June 30, 2025, at Ocean County College.

➤ A maximum of \$411,900 to Sodon's Electric, Inc., Atlantic Highlands, New Jersey, for labor and materials involved in the replacement of the lighting in the Grunin Center Main Theatre at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted for Contract Awards

➤ A maximum of \$95,591.90 to Ocean Computer Group, Inc., Matawan, New Jersey, for a three-year contract renewal for an email security software system through the State Division of Purchase and Property from August 28, 2024, through August 27, 2027, at Ocean County College.

➤ A maximum of \$22,179 to Atlantic – Tomorrows Office, New York, New York, for a copier for the Ocean County Vocational Technical School (OCVTS) Pre-Nursing program at Ocean County College.

➤ A maximum of \$26,500 to Leepfrog Technologies, Inc., Coralville, Iowa, for a one-year contract for renewal of the CourseLeaf Curriculum and Catalog software from September 9, 2024, through December 10, 2025, for use at Ocean County College.

➤ A maximum of \$75,000 to Cleary Giacobbe Alfieri Jacobs, LLC, Matawan, New Jersey, for a one-year contract for professional legal services, special labor counsel, from July 1, 2024, through June 30, 2025, at Ocean County College.

➤ A maximum of \$26,180 to Blackboard, Inc., Washington, District of Columbia, for the one-year contract renewal from August 1, 2024, through July 31, 2025, for the Blackboard Ally Learning Management System (LMS) Licensing through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.

- A maximum of \$220,838 to Howard Industries, Inc., Laurel, Mississippi, for the purchase of replacement laser projectors for various classrooms through OMNIA Partners at Ocean County College and OCC Manahawkin.
- 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:
 - For a two-year contract to Noresco, LLC, Edison, New Jersey, from August 22, 2024, through August 21, 2026, for Energy Consulting Services.
- The following contracts were amended:
 - An additional \$1,300, for a maximum total of \$21,906, to NJEdge.NET, Newark, New Jersey, for additional cloud computing service charges through the NJEdge.NET consortium for the remainder of the fiscal year at Ocean County College (contract originally awarded at the June 1, 2023, Board meeting).
 - An additional \$6,000, for a maximum total of \$19,041.60, to Preferred Behavioral Health of New Jersey, Inc., Lakewood, New Jersey, for telephonic counseling services per the Madison Holleran Suicide Prevention Act for the Employee Assistance Program at Ocean County College (initial contract was under threshold and did not require Board approval).
 - An additional \$20,000, for a maximum total of \$5,033,755, to Santorini Construction, Inc., Neptune, New Jersey, for additional contingency funds to implement necessary modifications to wall sound panels in Tower Rooms #1 and #2 as part of the Library Modernization Project at Ocean County College (contract originally awarded at the August 24, 2023, Board meeting).
 - An additional \$31,814, for a maximum total of \$986,246, to Ellucian Company, L.P., Fairfax, Virginia, for additional support not received until after the original award for the administration of grants at Ocean County College (contract originally awarded at the June 27, 2024, Board meeting).
- The Board rejected the bids for Black Box Theater Lighting Upgrade at Ocean County College, received on August 14, 2024, in accordance with New Jersey Statute 18:A 18A-22a, as the lowest bid substantially exceeds the cost estimates for goods or services.

Resolutions Adopted for NJCCC Purchasing Consortium Contract Award

Contracts Amended

Bid Proposal Rejected

Bylaw, Policy, and Curriculum Committee

Dr. Garcia presented the Bylaw, Policy, and Curriculum Agenda, which was approved unanimously by roll call vote:

- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for A Night Under the Stars on Thursday, October 3, 2024, in the Planetarium at Ocean County College from 6:00 p.m. to 8:30 p.m.

Policy #8600 Suspended

Buildings and Grounds Committee

Mrs. Novak introduced Mr. James Calamia, Assistant Vice President, Facilities, who provided an update on several ongoing projects, including the Library Renovation, New Administration Building, the Grunin Center Lobby Extension, and the new Entrance Signage. The Buildings and Grounds Report for August 22, 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 submitted 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 September 26, 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 September 26, 2024

The following meetings were scheduled:

Meetings Scheduled

Thursday, September 26, 2024	1:30 p.m.	Finance Committee
	1:30 p.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	2:00 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

Dr. Monaco introduced Dr. Racioppi and Dr. Sheenah Hartigan, Assistant Vice President, Enrollment Services, who presented the enrollment update, sharing the interactions between Enrollment Services for the month of July 2024, including orientations, in-person appointments, high school partner visits, phone calls, emails, incoming and outgoing text messages with Reggie, the Chatbot, and online engagement through social media.

The Fall enrollment overview compared to Fall 2023 is currently down 228 students and 5.21% in credits. Dr. Racioppi and Dr. Hartigan shared challenges are FAFSA delays, work-place changes, poverty, public perception, and the missing demographic.

Mr. Fall commended the Enrollment Services team for the work being done to help increase enrollment at OCC.

Dr. Konopka shared the following Workforce and Professional Education update:

- The College enrolled 231 participants for the English as a Second Language (ESL) program.
- 257 guests were welcomed to the resource fair held on August 8, 2024, hosted by the Ocean County Achievement Center’s Work Readiness Assistance Program in collaboration with Water & Sims Employment Services, with 32 vendors participating.

- The College received \$66,000 for the Pathways grant to build programs related to construction management to help develop courses and programs in collaboration with Brookdale Community College and County College of Morris.
- Dr. Konopka announced new hires Casey Pellegrino, Workforce and Support Specialist, and Jennifer Carbone, Grants and Development Coordinator.

Dr. Garcia reported on preparation for the Fall 2024 Teaching and Learning Institute, on Wednesday, August 28, 2024. This year's theme, "Learning as a Living Environment," will explore how instructors can cultivate an ecosystem of learning experiences for their students.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the Senate Bylaw Revision Committee currently meets twice a week revising Bylaws. The draft is being finalized in order to be shared with Trustees prior to seeking approval.

Ms. Maureen Byrne, Associate Director, Kean Ocean, provided the following update:

- Camp Abilities is in full swing this week. Ms. Byrne thanked Mr. Ken Malagiere and the OCC Foundation for sponsoring a Mister Softee Ice Cream truck. Dr. Adams extends a welcome to all OCC staff and faculty who wish to attend the closing ceremonies on Friday.
- Kean Ocean is proud to be a sponsor of the OCC Vikings 5K in September.
- Kean Ocean welcomes back over 800 students this Fall and continues to promote OCC prerequisite courses at undergraduate advisement and registration sessions.

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

- The Fall semester scholarship applications are currently under committee review, Early College/Jump Start grants have increased to \$200 awards each term, 30 OceanFirst Foundation Scholarships have been awarded, and the Foundation is now offering support in WPE to include the Alternate Pathway to Teaching program, once approved by the NJDOE.
- The Fall 2024 edition of the Life and Legacy Newsletter will highlight Leonard "Bud" Lomell.

Upcoming events include:

- Viking 5K and Fun Run, Sunday, September 8, 2024, on the Campus Mall
- Annual SUP the River, Saturday, September 14, 2024, at the Toms River Yacht Club
- 23rd Annual Golf Classic, Tuesday, October 15, 2024, at Pine Barrens Golf Club

Mr. Malagiere shared the Fall 2024 Blauvelt Lecture Series upcoming events, which include:

- Dan Buettner, September 17, 2024
- Stephanie Ramos, September 25, 2024
- Emiliana Simon-Thomas, October 9, 2024
- Viet Thanh Nguyen, November 6, 2024

President’s Report

Dr. Monaco shared the following highlights from the President’s Report:

President’s Report

Dr. Monaco met with the Lakewood Community Coalition on August 20, 2024, which was founded by the Lakewood Police Department as a commitment to community faith leaders to improve communication and build a stronger relationship with the intent to understand and solve issues in order to improve the quality of life within all Lakewood communities.

Dr. Monaco invites all to the following upcoming events:

- Fall 2024 Colloquium on Thursday, August, 29, 2024. The theme, “Caring Communities,” will focus on a day of service to the community. Dr. Monaco’s address will be at 2:00 p.m. in the Grunin Theatre.
- 9/11 Remembrance Ceremony, Wednesday, September 11, 2024, at 10:00 a.m. at the Campus Mall Flagpole.
- Library Dedication and Ribbon Cutting, also Wednesday, September 11, 2024, at 11:30 a.m.
- OCC-OCVTS Collaboration Space Ribbon Cutting, Thursday, September 12, 2024, at 9:00 a.m.

Upon a request for public comments, Mr. Fall recalled Mr. Lomell’s service during the D-Day Allied Invasion at Normandy and as a former OCC Foundation Board Member.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 4:58 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President