



BOARD OF TRUSTEES

Regular Meeting

Minutes

December 7, 2015

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:35 p.m. on Monday, December 7, 2015, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.

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 2015 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Mr. Mordechai Grubin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, and Interim Vice President Carol Brown.

Attendance

OCC's Viking mascot, Vidar, was introduced at today's meeting following his official naming on November 10, 2015, which was submitted by OCC freshman student Michael Mastrianni. Vidar will be visiting many area locations during the spring semester, hand deliver acceptance letters to new students in addition to spending time with students on both the main campus and at the Southern Education Center. Vidar encourages everyone to stay connected with him via social media and send a friend request on Facebook to "Vidar the Viking."

The minutes of the November 2, 2015, Board of Trustees reorganization, regular, and closed meetings were approved by a majority vote, with an abstention from Mrs. Pehlivanian.

Minutes

Finance Committee

Mr. Dasti introduced Ms. Winchester, who discussed the new Learning Management System that is being recommended for approval today. A comprehensive review process was undertaken that included faculty, staff, and student input. The successful vendor will provide improved LMS services that will benefit all areas of the college.

Upon unanimous roll call vote, the following Finance Committee items were approved:

- The statement of income and expenditures as of November 30, 2015, was accepted.
- Mr. David Jacobson, Principal of CliftonLarsonAllen LLP, was introduced by Mr. Dasti. Mr. Jacobson was extremely pleased to inform the trustees that the College received a clean, unmodified audit report for the year ending June 30, 2015. Mr. Jacobson commended and thanked the College's Financial Management team for its responsiveness and assistance during the audit.

Mr. Dasti noted that the members of the Finance Committee met with the auditor prior to this meeting. He complimented Ms. Winchester and her staff for their continued excellent work.

The Ocean County College Report of Audit for the year ending June 30, 2015, was then accepted.

- A resolution was adopted to authorize an e-learning pilot program between Ocean County College and Eastwick College in accordance with the agreement dated November 9, 2015, for the period January 1, 2016, through December 31, 2016.
- The following contract was awarded:
 - A maximum of \$844,900 to PJM Mechanical Contractors, Inc., Ewing, New Jersey, for professional site work services to the Central Chiller Plant at Ocean County College.
- The following resolutions were adopted:
 - A maximum of \$45,393.50 to NCS Pearson, Inc., Bloomington, Minnesota, for technical support services for e-College courses and miscellaneous tests for use at Ocean County College.
 - A maximum of \$25,700 to Ellucian Company, LP, Fairfax, Virginia, for professional helpdesk support services at Ocean County College.
 - A maximum of \$251,600 to Instructure, Inc., Salt Lake City, Utah, for the purchase of a Canvas Learning Management System, through NJEDge.net, for use at Ocean County College.
 - A maximum of \$35,500 to EduStrategy Group, LLC, Centennial, Colorado, for professional consulting services for e-Learning programs for the period of December 15, 2015, through June 30, 2016, at Ocean County College.

Income/Expenditures Accepted

OCC Audit Accepted

Resolution Adopted e-Learning Program, Eastwick College

Contracts Awarded

Resolutions Adopted for Contract Awards

- The following contracts were amended:
 - An additional \$97,980, for a maximum total of \$1,003,286, to Kimmel Bogrette Architecture + Site, Conshohocken, Pennsylvania, for a change order for a design revision as part of the Instructional Building renovation at Ocean County College (contract originally awarded at the September 23, 2013, Board meeting).
 - An additional \$800, for a maximum total of \$30,395, to The Aluminum Athletic Equipment Company, Royersford, Pennsylvania, for expediting an Athletic Portable Press Box, Video Tower with Storage, and Camera Rail Unipod Accessory for use at Ocean County College (contract originally awarded at the October 16, 2015, Board retreat).
- The Board accepted a \$70,170 grant award from the New Jersey Department of Children and Families, Division on Women, to provide funding for services to meet the needs of displaced homemakers in Ocean County by fostering the development of career and employment skills and educational opportunities so clients and their families can become economically self-sufficient. Funding period: July 1, 2015, through June 30, 2016. Project director: Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services.

Contracts Amended

Grant Award Accepted

Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

- The Board approved the following items as accepted by the College Senate at its meeting on November 2, 2015:
 - Revised Policies
 - Policy #5122, Students, Admission, General Requirements
 - Policy #5132, Students, Registration, General Requirements
 - Policy #5134, Students, Registration, Classification
 - Policy #5156, Students, Academic Standards, Unsatisfactory Academic Progress
 - Policy #5165, Students, Academic Standards, College Skills Assessment Program
 - Revised Program
 - AS Degree in General Studies
 - New Courses
 - ITAL 200, Intermediate Italian I
 - ITAL 202, Intermediate Italian II

College Senate Items Approved

Buildings and Grounds Committee

Upon unanimous roll call vote, the Buildings and Grounds Committee Report for December 7, 2015, was accepted.

Building/Grounds Report Accepted

Mrs. Novak introduced Mr. Matthew Kennedy, Assistant Vice President of Facilities, who reported that the Student Life and Admissions offices will be moving into the new Jon and Judith Larson Student Center on January 4, 2016. Canteen, the new food service provider, will follow later that month.

Mr. Kennedy explained that, due to the energy initiative, all buildings are now running during peak periods through the CHP plant. He commended Mr. Leonard Mannino, Associate Director of Building Maintenance, who made it possible for the College to receive a \$9,100 rebate as a result of participation in the New Jersey Clean Energy Incentive Program. This initiative included replacement of existing parking lot lighting with LED fixtures, which will reduce energy use by approximately 60% as well as increase lighting for a safer campus.

Mrs. Novak reported that the Buildings and Grounds Committee will review the College's Master Plan in January. It will then be distributed to the Board.

Personnel Committee

Mr. Leone congratulated the Administration and Faculty Association for the ratification of a new five-year agreement. Dr. Larson shared that he is very pleased with the agreement and the way it was received by both parties.

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved as amended upon roll call vote.

Personnel Report
Approved

President's Report

Dr. Larson introduced Dr. William Rickert, Professor of Mathematics, who discussed the recent extensive donation of rare chess books by Mr. Steven Doyle, a graduate of OCC's class of '79. Mr. Doyle has remained a loyal supporter of the OCC Chess Club as well as has been civically dedicated to local, national, and global chess communities for decades. Mr. Doyle presented the collection at the November 14th Chess Club event, which featured a lecture by Grandmaster Irina Krush, seven-time winner of the U.S. Women's Chess Championship, who played 35 simultaneous chess games with attendees. In addition to the donation to the library, Mr. Doyle also has pledged monetary donations to the OCC Foundation for 2016 and 2017.

President's
Report

Dr. Larson commended Dr. Rickert for his involvement with Phi Theta Kappa for the past 38 years and shared that the College's Tau Iota Chapter inducted 164 students for the fall semester, which was a wonderful event. Dr. Rickert thanked Ms. Jennifer Fazio, Director of Student Life; Ms. Alison Noone, Assistant Director of Student Life; and Ms. Allison Irwin, Student Services Specialist, for their constant support.

Dr. Brown acknowledged Mr. Jason Ghibesi, Lecturer II of Political Science and mentor to OCC student Christopher Coon, who shared with the Board his internship experience with former Speaker of the House John Boehner in May 2015. While in Washington, Christopher was able to experience the political process first hand on Capitol Hill working for Speaker Boehner. He also worked with the Republican National Committee and Congressman Tom

MacArthur and was able to meet many other prominent politicians. Dr. Brown commended Mr. Ghibesi for the work he does with students as a faculty mentor and with the internship program.

Dr. Brown also introduced Ms. Pat McDermitt, Adjunct Assistant Professor, and Ms. Melanie Fernandez, second-year OCC student, who was the recipient of the 2015-16 New Jersey Association of New Student Advocates Community College Student Scholarship. Melanie was nominated by Ms. McDermitt, who was her ACAD Professor. In addition to studying Liberal Arts and participating in the American Sign Language Interpreter Training program, Melanie is now a Peer Mentor in the Center for Student Success, offering her assistance to other students so that they are aware of the support services that are available in order to become successful. She is also an Orientation Leader, and a member of the Phi Theta Kappa Honor Society and the Gay Straight Alliance on campus.

Dr. Larson reported that the first cohort of the new Leadership Academy program is underway, and he thanked the Trustees for their support. Several participants of the program, Ms. Elise Barocas, Director of Accounting; Ms. Jan Kirsten, Executive Director of College Relations; and Ms. Eileen Schilling, Executive Director of Academic Assessment, shared with the Board that the first retreat was a great experience and they enjoyed getting to not only know their own strengths, but those of their colleagues as well, and how this will benefit the College.

Ms. Kirsten invited the Trustees to the new Jon and Judith Larson Student Center ribbon-cutting ceremony, which is scheduled for Friday, January 22, at 3:30 pm. Ms. Kirsten explained that the building embodies the vision of the Board of Trustees, Dr. Larson, and the President's Leadership Team. She thanked Mr. Scott Bruinooge, Manager of Graphic Design, for his work on the ceremony invitation.

Dr. David Bordelon, Associate Professor of English and Literature and President of the Faculty Association, expressed the appreciation of the faculty regarding the selection process for the new Learning Management System. The faculty was pleased to be a part of the process, which included the opportunity to work with and vote on the programs prior to final selection.

Public Comments

Dr. Bordelon also shared that the FAOCC has been active during the fall semester taking pride in the College community. Recently they distributed flash drives and earbuds to students; Dr. Bordelon thanked the Student Life office for their help with this endeavor and all of their events. He also spoke of a faculty member who, while in the hospital, still made it a priority to stay connected with students electronically.

Miscellaneous

The following meetings were scheduled:

Meetings
Scheduled

Friday, December 18, 2015	12:00 noon	Board Retreat
Friday, January 22, 2016	12:00 noon	Board Retreat
Monday, February 1, 2016	10:00 a.m.	Finance Committee
	10:00 a.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	10:30 a.m.	Buildings and Grounds Committee
	10:30 a.m.	Personnel Committee
	11:00 a.m.	Closed Session
	12:30 p.m.	Regular Monthly Public Meeting

With no further comments from the Board members or the public, the meeting adjourned at 1:17 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees