



**BOARD OF TRUSTEES
AGENDA**

**APRIL 24, 2025
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 MARCH 27, 2025,
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. 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. ActionE. **Student Experience Committee***(Dr. Gerald Racioppi, Vice President of Student Affairs)*

IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, May 29, 2025, 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, MAY 29, 2025**

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

March 27, 2025

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:38 p.m. on Thursday, March 27, 2025, by 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.</p>	<p>Call to Order</p>
<p>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 March 20, 2025, 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.</p>	<p>Public Meeting Announcement</p>
<p>Those in attendance were Mr. Dasti, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Moshe Bender, Mr. Robert Fall, Ms. DiAnne Gove, Mr. Joseph Teichman, Ms. Cheyenne Severin, 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. Also in attendance was Commissioner Jennifer Bacchione.</p>	<p>Attendance</p>
<p>The minutes of the February 27, 2025, Board of Trustees closed session and public meetings were approved by unanimous roll call vote.</p>	<p>Minutes Approved</p>
<p>Dr. Monaco shared a letter she received from Mr. Joe Geleta, Director of the Office of Emergency Management, New Jersey Department of Human Services, commending Ms. Jamie Prioli, Assistant Director of the Office of Disability Services, for her assistance in the preparation and delivery of the Pathways to Preparedness Train the Trainer sessions held in Burlington County on February 11, 2025, and Middlesex County on February 27, 2025. Ms. Prioli helped train over 40 people from around the State in support of this important program. Dr. Monaco and the Trustees commended Ms. Prioli.</p>	<p>Presentations</p>

On Wednesday, March 19, 2025, OCC students accompanied Dr. Monaco, Dr. Jerry Racioppi, Vice President of Student Affairs, Ms. Jennifer Fazio, Director of Student Life, and Ms. Christina Hernandez, Director of the Veterans and Military Resources Center, 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. OCC student Erin Elizabeth shared her uniquely personal, non-traditional student story and how students will be negatively affected by a decrease in funding. Dr. Monaco recognized Erin and the other students who devoted time during Spring Break to attend the hearings on March 19 and March 26, 2025, Larissa Chandler, Ellie Dowek, Bernard Graham, Madison Julian, Ryan Kanarkowski, Mariely Quinto Sanchez, Adam Sherman, and Areeba Zulkarnain. Mr. Dasti shared he received an email from Dr. Aaron Fichtner, President of the New Jersey Council of Community Colleges, commending OCC's participation and impact at the State hearings.

Mr. Leone's request for recognition of the students for their participation was unanimously approved upon roll call vote.

Resolution Adopted

Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, and Ms. Lisa Daly, Associate Director of Institutional Effectiveness, provided an overview of the process, feedback, and goals and objectives of OCC's Five-Year Strategic Plan, on which the College community has been collaborating since August 2024.

The trustees offered several comments:

- Mr. Leone emphasized that trustees should be more involved in the development of the Strategic Plan.
- They need to know about the successes or failures of the current Strategic Plan when reviewing the proposed plan.
- Dr. Beshara-Blauth will share connections between plans.

Commissioner Bacchione suggested OCC should reach out to students as early as 6th grade about how engaging OCC can be.

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

Public Comments

Finance Committee

Mr. Dupignac presented the Finance Agenda, which was unanimously approved as submitted,

- The statement of income and expenditures as of February 28, 2025, was accepted.
- The following contracts were awarded:
 - A maximum of \$54,900 to SEEC, LLC, Wall, New Jersey, for the second-year contract option for professional boiler burner maintenance services from July 1, 2025, through June 30, 2026, on an as-needed basis at Ocean County College.

Income/Expenditures Accepted

Contracts Awarded

- A maximum of \$159,530 to A. Guzzo Landscaping, LLC, Absecon, New Jersey, for the second-year contract option with an additional one-year option for grounds and landscape maintenance services from July 1, 2025, through June 30, 2026, at Ocean County College and Ocean County College Manahawkin.
- A maximum of \$83,936 to Timothy Peters Plumbing and Heating Company, Inc., Toms River, New Jersey, for the second-year contract option for professional plumbing services from July 1, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$216,000 to Marketsmith, Inc., Whippany, New Jersey, for the second-year contract option for media placement agency services from July 1, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$66,750 to Door Services Corporation dba Eastern Door Service, Burlington, New Jersey, for the second-year contract option for automatic door maintenance, replacement, and repair services on an as-needed basis from July 1, 2025, through June 30, 2026, at Ocean County College.
- A maximum of \$52,687.50 to GPC, Inc., Millburn, New Jersey, for the second-year contract option for maintenance and materials for painting services from July 1, 2025, through June 30, 2026, at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted
for Contract Awards
 - 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, 2025, through March 19, 2026, at Ocean County College.
 - A maximum of \$26,900 to SHI International Corporation, Somerset, New Jersey, for the purchase of replacement laser projectors for various classrooms through the NJEdge Microsoft Licensing Consortium Contract at Ocean County College and Ocean County College Manahawkin.
 - A maximum of \$88,892.14 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in the William T. Hierung Science Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$29,037, for a maximum total of \$5,062,792, to Santorini Construction, Inc., Neptune, New Jersey, for the installation of fire sprinklers as part of the Library Modernization Project at Ocean County College (contract originally awarded at the August 24, 2023, Board meeting).

- An additional \$12,000, for a maximum total of \$32,606, to SHI International Corporation, Somerset, New Jersey, due to an increase in the usage of cloud service college-wide as part of the one-year contract for the renewal of AWS cloud services from July 1, 2024, through June 30, 2025, through the NJEdge Microsoft Licensing Consortium at Ocean County College (contract originally awarded at the July 25, 2024, Board meeting).
- The Board adopted a resolution to authorize the application for a \$1,100,823 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education grant award from the New Jersey Department of Labor and Workforce Development for the period July 1, 2025, through June 30, 2026. The purpose of the grant is to assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency. Project manager: Ms. Gina Opauski, Director of Community and Workforce Development. Funding period: July 1, 2025, through June 30, 2026. Resolution Adopted
Authorization to
Apply for Grant
- The Board accepted an amendment to the \$686,638 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education, originally accepted by the Board on June 27, 2024. The purpose of this grant is to further develop 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 in programs aligned with workforce and economic development. Grant Amendment
Accepted

This amendment will allow for budgetary adjustments to:

1. Expand career exploration and career development activities that support students – both prior to and while participating in CTE programs – in making informed decisions about future education, careers, and programs of study.
2. Provide additional professional development opportunities for faculty, administrators, and support personnel to enhance the quality of instruction and guidance within CTE programs.
3. Support the development of skills necessary for students to pursue careers in high-skill, high-wage, and in-demand industry sectors and occupations.

It will also remove items from the original grant request that are no longer necessary or applicable. Project manager: Mr. James Marshall, Executive Director of Curriculum and Academic Assessment. Funding Period: July 1, 2024, through June 30, 2025.

Bylaw, Policy, and Curriculum Committee

Dr. Garcia noted the Bylaw, Policy, and Curriculum Committee met with Senate representatives Dr. David Bordelon and Ms. Caroline Brittain to review the committee agenda. The Board approved the agenda unanimously as submitted by roll call vote:

- The following items, as accepted by the College Senate at its meetings on February 21, March 6, and 20, 2025, were approved unanimously upon roll call vote: College Senate
Items Approved

- Revised Policy Revised Policy
 - Policy #7180, Educational Programs, Course and Curriculum, Experiential Learning
- Inactivated Policy Inactivated Policy
 - Policy #5165, Students, Academic Standards, College Skills Assessment Program
- Revised Programs Revised Programs
 - Associate in Applied Science Degree, Computer Science/Information Technology
 - Associate in Arts Degree, Education
 - Associate in Science Degree, Social Work
- Revised Program Option Revised Program Option
 - Associate in Applied Science Degree, Computer Science/Informational Technology, Option in Cybersecurity
- Inactivated Program Inactivated Program
 - Associate in Arts Degree, Photography
- Inactivated Program Option Inactivated Program Option
 - Associate in Arts Degree, Performing Arts, Option in Arts Administration
- Inactivated Certificate of Completion Inactivated Certificate of Completion
 - Certificate of Completion, Photography
- Revised Courses Revised Courses
 - CSIT 123, Integrated Office Software
 - DANC 241, Dance Repertory I
 - ENGR 123, Surveying I
 - ENGR 181, Graphics for Engineers
 - MATH 151, A Survey of Mathematics
 - MATH 156, Introduction to Statistics
 - MATH 158, Algebraic Modeling
 - SOWK 202, Social Work Seminar Practicum
- Revised Courses (FYI – for addition of Course Fees) Revised Courses (FYI)
 - MUSC 120, Individual Applied Music Lessons I
 - MUSC 121, Individual Applied Music Lessons II

- MUSC 220, Individual Applied Music Lessons III
 - MUSC 221, Individual Applied Music Lessons IV
 - PHYS 181, Astronomy of the Solar System
 - PHYS 182, Astronomy of Stars and Galaxies
- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Southern New Jersey County Commissioners' Association Meeting on Monday, April 28, 2025, in the Conference Center at Ocean County College from 5:30 p.m. to 10:00 p.m.

Policy #8600
Suspended

Buildings and Grounds Committee

In the absence of Mrs. Novak, Mr. Dupignac presented the Buildings and Grounds Agenda, which was unanimously accepted as submitted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

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

Personnel Report
Approved

Student Experience Committee

Dr. Racioppi shared the Student Experience Committee, including students Ryan Kanarkowski and William Alonso Felipe, met and discussed the following:

Student Experience
Committee Report

- Student participation on both the main OCC campus and OCC Manahawkin
- Student Government's request for a new website
- Change in restroom signage due to Executive Order

Mr. Leone recognized Dr. Monaco and Dr. Racioppi for the recent coverage of the College in the Asbury Park Press.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on April 24, 2025, 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 24, 2025

The following meetings were scheduled at OCC Manahawkin:

Meetings
Scheduled

Thursday, April 24, 2025	1:30 p.m.	Finance Committee
	1:30 p.m.	Bylaw, Policy, and Curriculum Committee
	2:00 p.m.	Buildings and Grounds Committee
	2:30 p.m.	Student Experience Committee
	2:30 p.m.	Personnel Committee
	3:00 p.m.	Closed Session
	3:30 p.m.	Regular Public Monthly Meeting

Dr. Racioppi commended the entire History faculty, especially Dr. Justin Pfeifer, College Lecturer II, the History Club, and the Student Life department, for “A Survivor’s Journey,” held on March 25, 2025. The event was presented by educator and New Jersey resident Maud Dahme, who shared her memories as a World War II hidden child and Holocaust survivor to 150 people in the Gateway Lecture Hall.

Dr. Racioppi reported 2025 fiscal year enrollment is currently ahead 14 students as compared to 2024, but down 1% in credits registered. Summer 2025 enrollment is currently ahead 72 students (+5.68%) and 368 credits (+5.28%). Early College Enrollment is ahead 7 students (+.31%) and 1,247 credits (+7.2%). The Enrollment Services team continues outreach to stop-out students. High school recruitment continues, with 10 recruiting events held in March and 31 on and off-campus events scheduled for April and May, including the 2nd Annual Easter Egg Hunt on April 9, 2025, where community members and their children can hunt for eggs and be introduced to the campus.

The trustees asked about recruitment several years after high school graduation, should higher hourly wage jobs not continue to be available. Dr. Racioppi explained that could prove to be difficult as the contact information could change; however, Enrollment Services continues outreach via phone, email, and text data originally provided to the college.

Mr. Leone requested Dr. Racioppi research public transportation options from Jackson to campus in order to recruit a higher yield of graduates from Jackson high schools.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the final draft of the Senate Bylaw Revisions will go to the College Senate meeting on April 3, 2025. If approved, the document will go to Dr. Monaco and then the Trustees for review and approval.

In the absence of a Kean Ocean update, Dr. Monaco shared a Kean Ocean recruitment video targeting southern New Jersey residents about degree completion and graduate programs available in Ocean County. Ms. Severin noted seeing this video often.

Dr. Monaco reported meeting with Dr. Joseph Youngblood, who was appointed Chancellor of Kean Ocean and Kean Global. At the meeting, Dr. Youngblood expressed commitment to the Kean Ocean partnership and providing more opportunities to students in Ocean County.

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

- The graduating award application period is open to all students who graduated December 2024 and who will be graduating through August 2025.
- The Donor Scholar Reception is scheduled for May 1, 2025, at 5:00 p.m. in the Instructional Building atrium.
- The 2025 Annual Scholarship Celebration will honor Ms. Mary Lancaster, OCC Comptroller, the Gia Maione Prima Foundation, and Mr. Philip Zitelli, member of OCC’s first graduating class, on June 27, 2025.

- The Legacy Campaign's latest newsletter is currently in the creative phase and will highlight contributions of Mrs. Barbara Hierung, Foundation Board Chair from 1994 through 1999. This campaign has raised over \$4.5 million in gifts and pledges to date.

Upcoming events include the New Jersey Symphony on Tuesday, June 24, 2025, and the following Spring and Fall 2025 Blauvelt Lecture Series:

- Tiki Barber, June 5, 2025
- Retired Admiral James G. Stravitis, October 8, 2025

Additional 2025-26 speakers will include New York Times Columnist Maureen Dowd, Co-founder of Leaf and Limb Basil Kamu, NATO's 16th Supreme Allied Commander Europe and best-selling author Retired Admiral James G. Stravitis, and acclaimed Canadian novelist, poet, literary critic and inventor, Margaret Atwood.

President's Report

Dr. Monaco recommended to the Trustees to award an Honorary Posthumous Degree to Evan Fiore, who lost his life in a tragic accident on March 7, 2025, which the Trustees approved unanimously upon roll call vote. President's Report

Dr. Monaco commended:

- Ms. Stephanie Kroeger, College Lecturer II in Accounting, who formed the Volunteer Income Tax Assistance (VITA) program on campus. The program is staffed by 20 OCC and Kean Ocean business students, who volunteer their time offering free help to members of the community with tax returns. The program is 100% booked through April 15, 2025.
- Dr. Madison Peschock, College Lecturer II in English and Literature, who organized a 100th birthday celebration for southern author Flannery O'Connor, beginning Monday, March 24, 2025.
- Mr. Lincoln Simmons, College Lecturer II in Biology, who hosted the 2025 Environmental Sciences Technical Conference on Wednesday, March 26, 2025.

Mr. Bender shared information regarding a meeting with Dr. Michael Avaltroni, President of Fairleigh Dickinson University, to discuss possible collaboration involving FDU and OCC for Yeshiva and Seminary Programs designed for students in the Orthodox Jewish community.

Upon a request for public comments, Mr. Leone commended Dr. Monaco for the detailed President's Report. Dr. Monaco commended the great work done by faculty and staff, who provide the information that is contained in the report. Public Comments

Ms. Severin asked Ms. Michelle Youngs, Assistant Director of Student Life, to provide information regarding Clubs for a Cause. The event will be held on Wednesday, April 23, 2025, from 12:00 p.m. to 4:00 p.m. on the campus mall, featuring student-led games and activities with a Renaissance theme and educating the OCC community on the issue of food insecurity while supporting the Helping Hands Food Pantry.

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