



## **BOARD OF TRUSTEES**

### **Regular Meeting**

### **Minutes**

**September 4, 2025**

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:40 p.m. on Thursday, September 4, 2025, by Mr. Steven Zabarsky, presiding 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. This meeting was announced on August 28, 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.

Public Meeting  
Announcement

Those in attendance were Mr. Zabarsky, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Moshe Bender, Mr. Lynn Canfield, Mr. Robert Fall, Ms. DiAnne Gove, Ms. Susan Naples, Mr. Joseph Teichman, Mr. Hunter Mantz, Mr. Jack Sahradek, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione.

Attendance

The minutes of the July 24, 2025, Board of Trustees closed session and public meetings were unanimously approved by roll call vote.

Minutes Approved

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

Public Comments

### Finance Committee

Mr. Dupignac shared there continue to be no recommended changes to the College portfolios since the last report. The Finance Agenda was then approved unanimously as submitted.

- The statement of income and expenditures as of July 31, 2025, was accepted.

Income/Expendi-  
tures Accepted

- The following contract was awarded: Contract Awarded
- A maximum of \$82,188.15 to Suburban Trails, Inc., New Brunswick, New Jersey, for the second-year contract option from September 26, 2025, through August 31, 2026, for transportation services for OCC athletic teams for sporting events at various locations, various Student Life trips at Ocean County College, and various college activities, performances, and events.
- Resolutions were adopted to award the following contracts: Resolutions Adopted  
for Contract Awards
- A maximum of \$55,000 to Sign4U Interpreting Service, LLC, Glendora, New Jersey, for a six-month contract for professional interpreting and captioning services for students with disabilities enrolled in the Fall 2025 semester on an as-needed basis from July 1, 2025, through December 31, 2025 at Ocean County College.
- A maximum of \$75,000 to Geneva Worldwide, Inc., New York, New York, for a six-month contract for professional interpreting and captioning services for students with disabilities enrolled in the Fall 2025 semester on an as-needed basis from July 1, 2025, through December 31, 2025 at Ocean County College.
- A maximum of \$113,103 to Laerdal Medical Corporation, Wappingers Falls, New York, for a three-year subscription for simulation equipment for the Nursing Department from January 22, 2026, through January 21, 2029, at Ocean County College.
- A maximum of \$29,000 to Jostens, Inc., Chicago, Illinois, for a one-year contract for the purchase of award certificates, diplomas, and tassels from July 1, 2025, through June 30, 2026, for students graduating winter 2025 and summer 2026 at Ocean County College.
- A maximum of \$29,174.67 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in the lobby and student lounge on the first floor of the Gateway Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
- A maximum of \$58,160 to Bloomberg Finance, LP, New York, New York, for a one-year agreement from July 1, 2025, through June 30, 2026, for the renewal of Bloomberg electronic trading services at Ocean County College.
- A maximum of \$24,755 to TelVue Corporation, Mount Laurel, New Jersey, for an upgrade to the existing broadcast server for the TV Studio at Ocean County College.
- A maximum of \$59,553.14 to Online Computer Library Center, Dublin, Ohio, for the one-year contract renewal for a cloud-based library management system and EZ-proxy authentication services from July 1, 2025, through June 30, 2026, for use by the Library at Ocean County College.

- A maximum of \$225,000 for a one-year contract to the following vendors for offset printing and signage services from July 1, 2025, through June 30, 2026, at Ocean County College:
  - \$20,000 to Big Mountain Imaging, Philadelphia, Pennsylvania
  - \$20,000 to Blackout Custom Packaging, Newark, New Jersey
  - \$40,000 to Gangi Graphics, Brick, New Jersey
  - \$25,000 to Hawk Graphics, Inc., Mount Freedom, New Jersey
  - \$55,000 to PIP Printing, Brick, New Jersey
  - \$35,000 to Prism Color Corporation, Moorestown, New Jersey
  - \$30,000 to Roelynn Litho, Inc., Lakewood, New Jersey
- A maximum of \$35,000 to Wawa, Inc., Media, Pennsylvania, for the purchase of Wawa gift cards for student assistance through grant-funded programs from July 1, 2025, through June 30, 2026, at Ocean County College.
- The following qualified pool of consultants was approved for professional architectural and engineering services from September 4, 2025, through June 30, 2026, at Ocean County College:
  - BDG Architects
  - Becht Engineering BT, Inc.
  - BKP Architects
  - Clarke Caton Hintz, PC
  - CME Associates
  - Colliers Engineering & Design
  - Concord Engineering Group, Inc.
  - Design Resources Group Architects
  - DMR Architects
  - French & Parrello Associates
  - H2M Architects & Engineers
  - Kimmel Bogrette Architecture + Site
  - LAN Associates
  - NK Architects
  - PS&S
  - Remington & Vernick
  - RSC Architects
  - Settembrino Architects
  - Spiegle Architectural Group, Inc.
  - SSP Architects
  - Suburban Consulting Engineers, Inc.
  - T&M Associates
  - USA Architects
  - YH LAB, LTD.
  - Zimmerman Studio, LLC

- The following contracts were amended: Contracts Amended
  - An additional \$677.04, for a maximum total of \$44,273.78, to LBJ Flooring, LLC, Newark, New Jersey, for additional concrete grinding required to remove epoxy paint in order to apply carpet adhesive as part of the removal and replacement of flooring in the Grunin Theater through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College (contract originally awarded at the November 7, 2024, Board meeting).
  - An additional \$111,998.82, for a maximum total of \$10,418,818.46, to Newport Construction Management Corporation, Pennsauken, New Jersey, to relocate existing primary electrical lines as part of the general contractor construction services for a new Administration Building at Ocean County College (contract originally awarded at the January 23, 2025, Board meeting).
- The Board rejected bid proposals for Website Redesign for The Jay and Linda Grunin Center for the Arts at Ocean County College, received on August 14, 2025, in accordance with New Jersey Statute 18A:18A-22.a, as the lowest bid substantially exceeds the cost estimates for the goods or services. Bid Proposal Rejected
- The Board accepted a \$19,460 Trees for Schools grant from the New Jersey Department of Environmental Protection to enhance tree equity by planting shade trees in previously barren parking lots to create inviting outdoor spaces near academic buildings for student recreation and study. The new trees will improve air quality by filtering pollution and increasing storm-water capture thanks to their deeper root systems. Native species will also support local biodiversity by providing habitat and food for insects and migratory birds. Project Manager: Mr. Jon Ross, Director of Custodial and Landscape Services. Funding Period: August 1, 2025, through September 30, 2028. Grant Accepted
- The Board accepted a \$4,000 grant from the Mid-Atlantic Arts Foundation to offset funding for the artists in the Paza Experience. Project Manager: Ms. Jaclyn Wood, Assistant Director of Education and Community Engagement, Grunin Center. Funding Period: August 1, 2025, through September 30, 2025. Grant Accepted
- The Board accepted a \$2,250 grant from the Mid-Atlantic Arts Foundation to offset funding for the artists in the Bindlestiff Family Cirkus. Project Manager: Ms. Jaclyn Wood, Assistant Director of Education and Community Engagement, Grunin Center. Funding Period: August 1, 2025, through September 30, 2025. Grant Accepted
- The Board accepted a \$1,361,820 TRIO – Student Support Services (SSS) grant from the United States Department of Education to help eligible students earn their associate degrees by providing supportive services for students with disabilities in addition to low-income, first-generation students to improve student success. Project Manager: Dr. Alison Noone, Student Support Services Program Director. Funding Period: September 1, 2025, through August 31, 2030. Grant Accepted

- The Board accepted a \$2,500 CommUNITYFirst Day 2025 grant from the OceanFirst Foundation for a one-day event to bring together approximately 100 volunteers from OceanFirst and OCC staff in a powerful day of service and student impact to tour the Helping Hands Food Pantry and assess current inventory needs, shop at a local market using project funds to purchase essential groceries to deliver, unpack, and organize items for the pantry. In addition, volunteers will assist OCC's men's soccer team at their home game against Cumberland County College, design and decorate cards of encouragement for local seniors and veterans, take part in Operation THRIVE, OCC's trauma-informed training program, and conduct mock interviews with OCC students as part of a "Career Week" initiative. Project Manager: Ms. Jan Kirsten, Executive Director of College Relations. Funding Period: September 25, 2025. Grant Accepted
- The Board adopted a revised resolution for the \$1,311,598 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education (Title II) grant from the New Jersey Department of Labor and Workforce Development application. The program provides adult basic education, literacy, and English as a Second Language in order to obtain/retain employment and become self-sufficient; to support adults who desire to complete a secondary school education or industry-valued credentials; and to assist adults who are parents to obtain the skills necessary to become partners in the education of their children. Project Manager: Ms. Gina Opauski, Director of Community and Workforce Development. Funding Period: July 1, 2025, through June 30, 2026. Revised Resolution Adopted

#### Bylaw, Policy, and Curriculum Committee

Dr. Garcia noted the Bylaw, Policy, and Curriculum Committee met with Senate representatives Ms. Caroline Brittain, Director of Academic Affairs Processes, and Dr. David Bordelon, Professor of English and Literature, to review the committee agenda, which was unanimously approved upon roll call vote:

- Ocean County College Academic Calendars: Academic Calendars Approved
  - 2025-2026 Revised Academic Calendar
  - 2026-2027 Academic Calendar
- The following items, as accepted by the College Senate at its meeting on August 21, 2025: College Senate Items Approved
  - New Courses New Courses
    - BIOL 119L, Science and the Human Body Lab
    - PHYS 283L, General Physics III Lab
  - Revised Courses with Name Change Revised Courses with Name Change
    - BIOL 119, Science and the Human Body to Science and the Human Body Lecture
    - PHYS 283 General Physics III to General Physics III Lecture

Buildings and Grounds Committee

Mr. Zabarsky introduced Mr. James Calamia, Assistant Vice President of Facilities, who provided an update on several ongoing projects, including the Parking Lot Repaving project, electric vehicle (EV) and Veteran designated parking spots, Library Renovation, Russell Building Renovation, the Grunin Center Music Practice Rooms, and New Administration Building. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote.

Building/Grounds  
Committee Report  
Accepted

Personnel Committee

Mr. Leone, Chair, explained the Personnel Report was amended to include a one-year Support Staff Association Agreement that was recently agreed upon by both parties. He noted the increase of 33% to health insurance premiums to the College. The Personnel Report was then unanimously approved as amended upon roll call vote.

Personnel Report  
Approved

Student Experience Committee

Dr. Racioppi shared the Student Experience Committee, including Mr. Manz and Ms. Ellie Dowek, Student Government President, met and discussed the changes to the Federal work study program due to decreased funding and explained the process implemented in order to fill 25 positions from 75 applications submitted.

Student Experience  
Committee Report

With the reopening of Parking Lot #1, Ms. Dowek discussed challenges with the NJ Transit bus pickup on campus during the first day of the semester that were quickly resolved with help by Ms. Jennifer Fazio, Executive Director of Student Life, the HUB, and Security department by communicating with NJ Transit. Updated messaging will be sent via College Relations and through the app with correct information to avoid confusion.

Dr. Racioppi provided an update to the Veteran parking spaces requested at the last committee meeting, proposed by Mr. Mantz. The project has moved forward and will be implemented in all parking lots as soon as possible with signage being finalized by College Relations.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on October 9, 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  
October 9, 2025

The following meetings were scheduled:

Meetings  
Scheduled

**Thursday, October 9, 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

The trustees adopted, upon unanimous roll call vote, a resolution in recognition of the outstanding dedication and commitment from 2010-2025 of Mrs. Joanne Pehlivanian upon her retirement from the Board of Trustees.

Resolution Adopted  
for Mrs. Joanne  
Pehlivanian

### President's Report

Dr. Monaco shared the following:

President's Report

- Fall Colloquium was held on Thursday, August 28, 2025. The sessions were well attended and positive feedback was received.
- Ocean County College received the Sustainability Tracking, Assessment, and Rating System Bronze rating from the Association for the Advancement of Sustainability in Higher Education (AASHE) for sustainability performance at OCC. Dr. Monaco congratulated all who contributed to this effort.

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming September 15 to October 15, 2025, as Hispanic Heritage Month at Ocean County College, which was adopted upon unanimous roll call vote.

Resolution Adopted  
to Proclaim Hispanic  
Heritage Month at  
OCC

Dr. Racioppi reported Fall Enrollment is currently down 276 students (-4.42%), and 2,731 credits (-4.25%), but explained that dual credit high school students have not yet enrolled. The enrollment of the class of 2025 high school graduates increased 31 students from last year, reporting increases from Central Regional, Jackson Liberty, and Jackson Memorial, and decreases from Brick Township, Donovan Catholic, Lacey, and Toms River East.

Dr. Monaco reported OCC has the largest decrease in enrollment this fall as compared to the other New Jersey Community Colleges. She explained the importance of diversifying offerings in order to attract more students. Mr. Fall complemented Dr. Monaco for her leadership in bringing additional pathways to employment opportunities. Commissioner Bacchione explained the diversity of new Trustee appointments will help offer insight into expanding opportunities to county residents.

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

- The Grants department continues to search for funding opportunities related to workforce programs.
- Workforce courses begin next week, that include short term courses in healthcare. The Medical Assistant Program has a pass rate of 85%, higher than the national average. WPE continues to strive to offer short-term programs that allow students the ability to obtain employment upon completion.
- A "Lunch and Learn" was held at Community Medical Center with 12 attendees to discuss language learning opportunities and discuss career paths. Dr. Teri Kubiak was instrumental in setting up the healthcare kickoff to be held in October.
- Discussion continues with Marquis Consulting to offer upskill program opportunities for their employees in Ocean County and nationwide.
- The Title II grant has been awarded again to offer adult basic skills and language literacy, with thanks to Ms. Kayci Clayton, Executive Director of Grants Administration, and the grants team.

Ms. Gove commented that OCC is moving in the right direction as the county is expanding cultures and the College needs to help all members of the community.

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

- The Legacy Campaign has raised over \$5 million in gifts and pledges to date.
- Nearly 500 Foundation Scholarship applications were reviewed for the Fall semester, with thanks to the many volunteers who assisted to review and score the applications. Special thanks to Ms. Lisa Hussain, Foundation Advancement and Database Coordinator, Ms. Colleen Adams, Accountant, and the Accounting team.
- The Grunin Center Lobby Expansion project is underway and naming opportunities remain available.

The 2025-26 Blauvelt Speaker Series includes:

- New York Times Columnist Maureen Dowd, September 16, 2025
- Co-Founder of Leaf and Limb Basil Kamu, October 8, 2025
- NATO's 16<sup>th</sup> Supreme Allied Commander Europe and best-selling author Retired Admiral James G. Stravitis, October 28, 2025
- Acclaimed Canadian novelist, poet, literary critic, and inventor Margaret Atwood, April 23, 2026

Upcoming Fall events include:

- Viking 5K, with Kean Ocean on Sunday, September 7, 2025
- SUP the River Paddle Board Race, Saturday, September 13, 2025
- 24<sup>th</sup> Annual Golf Classic at Pine Barrens Golf Club, Tuesday, October 14, 2025
- The Foundation Concert Event, with Grammy-winning trumpeter and composer Chris Botti headlining on Wednesday, December 3, 2025

Upon a request for public comments, Ms. Pamela Bogdan, College Lecturer II, Engineering, and Public Comments representative of the Lecturer Association of Ocean County College, introduced students from her class, several of whom shared why they chose OCC. Students who participated in a study abroad trip to Switzerland and the Hospitality Program spoke as well. The trustees thanked the students for taking the time to come forward.

With no further comments from the Board members or the public, the meeting adjourned at 4:50 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Special Assistant, Operations  
Office of the President