



**BOARD OF TRUSTEES
AGENDA**

**February 26, 2026
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 JANUARY 29, 2026,
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****(Ms. DiAnne Gove, Chairperson)***(Ms. Catherine Mancuso, Dean, Academic Affairs Processes and Faculty Development)*

1. **Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B)**

Bd. ActionC. **Buildings and Grounds Committee****(Dr. Theresa Kubiel, 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****(Ms. Susan Naples, Chairperson)***(Ms. Jennifer Kane, Executive Director of Student Life)*

IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, March 26, 2026, at 3:00 p.m. for the purpose of discussing personnel, 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, MARCH 26, 2026

- | | |
|---|---|
| 1. Bylaw, Policy, and Curriculum Committee | Time: 1:30 p.m.
Place: Conference Center |
| 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. Personnel Committee | Time: 2:30 p.m.
Place: Conference Room A and via Webex |
| 5. Student Experience Committee | Time: 2:30 p.m.
Place: Conference Center |

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

January 29, 2026

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:36 p.m. on Thursday, January 29, 2026, by Mr. Steven Zabarsky, 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 January 23, 2026, 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. Lynn Canfield, Mr. Frank Dupignac, Ms. DiAnne Gove, Mr. Moshe Bender, Dr. Theresa Kubiak, Ms. Susan Naples, Mr. Hunter Mantz, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione. Attendance
- The minutes of the December 11, 2025, and January 22, 2026, Board of Trustees closed sessions and public meetings were unanimously approved by roll call vote. Minutes Approved
- Dr. Monaco recognized the work by the Facilities Department to remove the snow and ice from the recent storm, commending the leadership of Mr. Jon Ross, Director of Custodial and Landscape Services. She also thanked the County of Ocean and OCVTS staff, who helped in the process. Presentations
- Dr. Monaco introduced Ms. Kaitlin Light, Communications Intern, who shared her experience as part-time graduate intern for College Relations, where she focuses on interviewing students for Ocean Views and The Breeze, a student-centered publication. Ms. Light thanked Ms. Jan Kirsten, Executive Director of College Relations, Ms. Dori Londres, Marketing and Communications Writer/Editor, and the College Relations team.

Dr. Neil Lavender, Professor of Psychology, reported on his Fall 2025 semester sabbatical leave project, “Traditional Marriage and Its Impact on Society.” The PowerPoint with instructions is available for faculty to use as they see fit. Dr. Lavender thanked Dr. Monaco for this opportunity to complete this project and has enjoyed his time at OCC.

The trustees then recognized Dr. Lavender as Professor Emeritus by unanimous roll call vote.

Upon a request for public comments by Mr. Zabarsky, Dr. David Bordelon, Professor of English and FAOCC President, shared concern regarding agenda items that deal with finance and curriculum, focusing on restricted offerings for students. Mr. Zabarsky thanked Dr. Bordelon for his comments.

Finance Committee

Mr. Dupignac explained a meeting will be held with the Investment Committee to review the College portfolios prior to the February 26, 2026, Board meeting.

Mr. Zabarsky then read the following Resolution, Exhibit A-3, in its entirety:

**DECLARATION OF REDUCTION IN FORCE
DUE TO STUDENT DIMINUTION
IN ACCORDANCE WITH N.J.S.A. 18A:60-3**

- WHEREAS,** Ocean County College (“College”) is faced with declining pupil enrollment and shifts in instructional delivery models that have reduced tuition revenue; and
- WHEREAS,** enrollment has declined approximately 15% since FY2020, with only modest stabilization in FY2024–FY2025, while an increasing share of credits are now delivered through eLearning (over 35%) and embedded high school programs (over 11%), resulting in reduced revenue from on-campus instruction; and
- WHEREAS,** these enrollment and delivery model changes require the College to realign its organizational structure and staffing levels to ensure long-term financial sustainability in light of increased operational costs; and
- WHEREAS,** the increased operational costs include substantial increases in utilities, maintenance of aging facilities, technology infrastructure, and, most significantly, the escalating cost of employee health benefits under the New Jersey State Health Benefits Educators Plan, for which premiums have increased between 30–35% in January 2026, and which place extraordinary pressure on the College’s operating budget; and
- WHEREAS,** the Ocean County Board of Commissioners has consistently demonstrated strong support for the College since its founding; and
- WHEREAS,** tuition revenue represents approximately 55% of the College’s operating budget, and while a modest tuition increase has been proposed, the College recognizes that students cannot absorb a larger increase without jeopardizing access and affordability; and

WHEREAS, these combined fiscal pressures necessitate a comprehensive reorganization and reduction in force to better align financial resources with current enrollment and instructional patterns, to position the College for long-term stability and success;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with N.J.S.A. 18A:60-3, the College will undertake a reduction in force and a strategic reorganization, taking into full consideration the enrollment trends, instructional delivery changes, fiscal realities, and external funding constraints described above; and

BE IT FURTHER RESOLVED, that this reduction in force and strategic reorganization will be implemented with the goal of preserving the College's core mission, protecting student access and success, and ensuring responsible stewardship of public resources; and

BE IT RESOLVED, that the Board directs the President to develop and present a recommended strategic reorganization plan for the College to efficiently operate in response to reduced pupil enrollment, reduced tuition revenue, and growing operational costs through implementation of a reduction in force and the restructuring of the College; and

BE IT FURTHER RESOLVED, that these recommendations be presented to the Board of Trustees at its February 26, 2026, meeting.

The Finance Agenda was then approved unanimously as submitted upon roll call vote.

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|--|---|
| ➤ The statement of income and expenditures as of December 31, 2025, was accepted. | Income/Expenditures Accepted |
| ➤ The Ocean County College FY 2025 Audit was accepted. | Ocean County College FY 2025 Audit Accepted |
| ➤ A resolution was adopted of reduction in force due to student diminution in accordance with N.J.S.A. 18A:60-3. | Resolution Adopted of Reduction in Force |
| ➤ The following contracts were awarded: | Contract Awarded |
| ➤ A maximum of \$69,062 to DeAngelo Contracting Services dba Lawn Specialties, Hazleton, Pennsylvania, for the second-year contract option for fertilizer and weed control services from February 28, 2026, through February 27, 2027, at Ocean County College and OCC Manahawkin. | |
| ➤ A maximum of \$60,000 to Carrier Enterprise, Syracuse, New York, for the second-year contract option for heating, ventilation, and air conditioning (HVAC) supplies and materials on an as-needed basis from February 28, 2026, through February 27, 2027, for the Facilities Department at Ocean County College. | |
| ➤ A maximum of \$23,335.35 to Integrated Systems and Services, Inc., Eatontown, New Jersey, for the purchase of a high-accuracy Global Navigation Satellite System (GNSS) equipment capable of centimeter-level accuracy for location and elevation measurements for the Barnegat Bay Partnership at Ocean County College. | |

- Resolutions were adopted to award the following contracts: Resolutions Adopted
for Contract Awards
 - To receive a flat fee of \$40 per student per half-day camp from Black Rocket Productions, LLC, Freehold, New Jersey, for camp management services for summer camps for children at Ocean County College.
 - A maximum of \$33,953.78 to Carahsoft Technology Corporation, Reston, Virginia, for a two-year contract from January 1, 2026, through December 31, 2027, for the LinkedIn Recruiter hiring platform subscription for Human Resources at Ocean County College.
 - A maximum of \$77,386.86 to Indiana Furniture Industries, Inc., Jasper, Indiana, for the purchase and installation of furniture in the new Administration Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
 - A maximum of \$330,508.72 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture in the new Administration Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
 - A maximum of \$18,119.37 to Senator International Inc. dba Allermuir, Maumee, Ohio, for the purchase and installation of furniture in the new Administration Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative Contract at Ocean County College.
- 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: Resolution Adopted
for NJCCC Purchasing
Consortium
Contract Award
 - For a one-year contract from January 29, 2026, through January 28, 2027, for the purchase of athletic uniforms and apparel to the following vendors:
 - All American Sports Corporation dba Ridell, Inc., North Ridgeville, Ohio
 - American Process Lettering, Inc. dba Ampro, Primos, Pennsylvania
 - BSN Sports, LLC, Farmers Branch, Texas
 - Bienali Promotions, LLC, Highland Park, Illinois
 - Capelli Sport, LLC, South Hackensack, New Jersey
 - Varsity Spirit Fashions and Supplies, LLC, Memphis, Tennessee
- The following contracts were amended: Contract Amended
 - An additional \$10,000, for a maximum total of \$42,000, to FM Generator, Inc., Canton, Massachusetts, for additional generator preventative and maintenance services at Ocean County College (contract originally awarded at the July 24, 2025, Board meeting).
 - An additional \$30,000, for a maximum total of \$100,000, to Grainger, Eatontown, New Jersey, for additional industrial, maintenance, repair, and operations (MRO) supplies, equipment, and custodial supplies from July 1, 2025, through June 30, 2026, at Ocean County College (contract originally awarded at the April 24, 2025, Board meeting).

- An additional \$157,947.61, for a maximum total of \$10,591,860.31, to Newport Construction Management Corporation, Pennsauken, New Jersey, for alterations due to concealed, unforeseen existing site conditions requiring modifications to the site work 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).
- An additional \$15,000, for a maximum total of \$45,000, to SHI International Corporation, Somerset, New Jersey, for additional minor purchases as part of the purchase of various hardware, software and technology services on an as-needed basis from July 1, 2025, through June 30, 2026, through the NJEdge Consortium Contract at Ocean County College (contract originally awarded at the July 24, 2025, Board meeting).
- An additional \$11,000, for a maximum total of \$24,208, to NCS Pearson, Inc., Bloomington, Minnesota, for onboarding fees and certifications for NCS Pearson's Credly digital credentials service at Ocean County College (initial contract was under threshold and did not require Board approval).
- A resolution was adopted to approve the scheduling of a sale of 1,500 books based on criteria such as circulation statistics, publication dates, and lack of continuing subject relevance, from the library's collection at Ocean County College. Resolution Adopted
- A resolution was adopted to appoint the following members of the Ocean County College Board of Trustees to the Ocean County College Board of School Estimate for the year 2026: Resolution Adopted
 - Mr. Steven Zabarsky, Chair of the Board of Trustees
 - Mr. Frank Dupignac, Jr., Treasurer of the Board of Trustees

Ms. DiAnne Gove, Secretary of the Board of Trustees, will serve as the Secretary of the OCC Board of School Estimate (non-voting).

Bylaw, Policy, and Curriculum Committee

Ms. Gove, Chair of the Bylaw, Policy, and Curriculum Committee, introduced Ms. Catherine Mancuso, Dean of Academic Affairs Processes and Faculty Development, who provided a detailed explanation of the items included in the agenda this month. In addition to Ms. Mancuso, the Bylaw, Policy, and Curriculum Committee met with Senate representatives Ms. Caroline Brittain, Director of Academic Affairs Processes, and Ms. Janine Emma, Registrar, to review the committee agenda, which was unanimously approved upon roll call vote:

- New Policy New Policy
 - Policy #3067, Personnel, General, Awarding of Emeritus Status

- The following items, as accepted by the College Senate at its meetings on December 4, and 18, 2025, and January 15, 2026, were approved: College Senate
Items Approved
 - New Policy New Policy
 - Policy #5108, Students, Classification, Residency Status
 - Revised Policies Revised Policies
 - Policy #5152, Students, Academic Standards, Graduation
 - Policy #5154, Students, Academic Standards, Grades and Scholastic Honors
 - Rescinded Policies Rescinded Policies
 - Policy #5102, Students, Classification, Ocean County Residents
 - Policy #5104, Students, Residency Classification, N.J. Non-County Residents
 - Policy #5106, Students, Registration, Out-of-State Foreign Students
 - Policy #5125, Students, Admission, Student Suspension
 - New Courses New Courses
 - COMM 140, Introduction to Media and Content Production
 - COMM 240, Video Production and Editing
 - COMM 241, Audio for Digital Media
 - COMM 242, Social Media and Multiplatform Content Creation
 - COMM 285, Media and Communication Capstone
 - ENVI 152L, Environmental Science Lab
 - Revised Course Revised Course
 - STSC 151, Student Success Seminar for Veteran/Military-Affiliated Students
 - Revised Courses with Name Changes Revised Courses
with Name Changes
 - ENVI 152, Environmental Science to Environmental Science Lecture
 - GRPH 101, History of Media and Design to History of Graphic Design and Visual Communication
 - SOWK 194, Interviewing and Communication Techniques to Counseling Communication Techniques

Buildings and Grounds Committee

Mr. Zabarsky introduced Dr. Kubiel, who commended the Facilities team for their hard work with snow removal, and then introduced Mr. Ryan Ward, Director of Capital Projects, who provided an update on several ongoing projects, including the Grunin Center Lobby expansion, new Administration Building, Planetarium, IT Building, and Hering Science Building Roof projects, Dental Hygiene and Radiology Programs, and Facilities Master Plan. The Buildings and Grounds Agenda was then unanimously accepted as submitted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

In the absence of Mr. Leone, Chair, Mr. Zabarsky presented the Personnel Report, which was unanimously approved as submitted.

Personnel Report
Approved

Student Experience Committee

Ms. Jennifer Kane, Executive Director of Student Life, shared the Student Experience Committee, including Mr. Mantz and Ms. Ellie Dowek, Student Government President, met and discussed student concerns regarding mental health concerns concerning stress and how to strengthen relationships between OCC and Kean Ocean. Ms. Kane also shared thanks to the Facilities team for snow removal on behalf of the Student Government Association and student body.

Student Experience
Committee Report

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on February 26, 2026, 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
February 26, 2026

The following meetings were scheduled:

Meetings
Scheduled

Thursday, February 26, 2026	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

President's Report

Dr. Monaco shared the following:

President's Report

- The Spring 2026 Colloquium, with the theme of *Building Opportunity, Strengthening Community*, held on January 15, 2026, was a very successful day with over 240 participants.
- The Associate in Applied Science Dental Hygiene program was approved by the Academic Issues Committee and the New Jersey Presidents' Council on January 8, 2026
- Participants of the Work Readiness Assistance Program (WRAP), attended a career exploration event at the Ocean County Mall, where a mock interview led to a part-time job offer while the participant continues working toward their high school diploma.
- The OCC Repertory Theatre Company's *Broadway for the Holiday 5* sold-out for the fifth consecutive year.
- The Math Club held its annual scholarship fundraiser during *The Nutcracker* performance, raising over \$900 selling refreshments. Dr. Monaco commended Ms. Julia Kim, College Lecturer II in Mathematics, and Mr. Frankie Mennicucci, Adjunct Assistance Professor, the Math Club faculty advisors, and Ms. Heidi Sheridan, Executive and Artistic Director of the Grunin Center, for working with student clubs.

- Over 100 students completed Honors by Contract this Fall, with 20 participating in the Fall 2025 Student Project Showcase. Dr. Monaco commended Ms. Christina Pericone, Assistant Professor of Science, and the faculty who take on this extra work to help nurture students.
- OCC was recognized by the DART Prevention Coalition of Ocean County for the “2025 Excellence in Community Impact Award” as a result of collaboration with the Institute for Prevention and Recovery on initiatives for community engagement and providing necessary resources and education across campus.
- OCC Athletics had a successful Fall semester with men’s and women’s soccer, cross country, and women’s volleyball competing in Region 19 championships. In addition, 52 players earned Academic All-Garden State Conference Honors with a 3.0 or higher GPA; 42 earned Academic All-Region accolades for a 3.25 GPA or higher; and 12 students completed the semester with a 4.0 GPA.
- 133 Nursing graduates sat for the National Licensure Examination for Registered Nurses. OCC’s passing rate was 95.40%, surpassing the national passing rate.

Dr. Sheenah Hartigan, Assistant Vice President, Enrollment Services, provided the following enrollment update and shared the returning Winter 2025 session finished with 678 unique students completing 2,809 credits. Spring 2026 enrollment currently has 5,446 unique students (-5.07% as compared to last year) and 54,234 credits (-5.83%). Early College enrollment is at 2,233 unique students (+6.49%) as compared to last year and 15,202 credits (+2.66%). Fiscal year enrollment is down 0.30% behind last year in students and 2.12% in credits. Dr. Hartigan shared Enrollment Services continues to hold ESL Information Sessions, is focusing on an expansion of the Early College Program, and surveys and outreach to current students.

Dr. Shawn Zakar, Executive Director, Workforce Education, highlighted the Workforce and Professional Education updates included in the Presidents Report.

Dr. Jennifer Dellner, Professor of English and Literature and College Senate Chair, reported the College Senate has met twice since the December 6, 2025, Board meeting, reviewing the new concentrations to go with the new meta majors, following College Bylaws to bring them through the College Senate, which helped make the concentrations stronger.

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

The Foundation welcomes newly appointed Board Chair, Casey Yetman, and new Foundation Board Members Briann Skibba, John Schrader, Karen Homiack and Steven Zabarsky.

The Foundation’s Annual Appeal raised over \$150,000, which includes generous support from the OceanFirst Foundation and The Prima Foundation.

The 2025-26 Blauvelt Speaker Series includes:

- Acclaimed Canadian novelist, poet, literary critic, and inventor Margaret Atwood, April 23, 2026.

The Annual Miniature Golf Tournament in collaboration with the Community Medical Center Foundation held on Friday, January 23, 2026, in the Student Center raised over \$20,000.

Upcoming events include the 2026 Scholarship Celebration to be held on Thursday, June 4, 2026, honoring Mrs. Linda Novak, Mr. Paul Chalakani, and the Kean University and Kean Ocean Partnership.

Mr. Malagiere then thanked Mrs. Dottie LaPosa, President's Liaison, a longtime Foundation supporter, on the occasion of her retirement. Mr. Zabarsky and all present recognized Mrs. LaPosa for 30 years of service to Ocean County College.

With no further comments from the Board members or the public, the meeting adjourned at 4:49 p.m.

Adjournment

Respectfully submitted,

DiAnne C. Gove
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President