



BOARD OF TRUSTEES

Regular Meeting

Minutes

June 27, 2024

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:35 p.m. on Thursday, June 27, 2024, by Mr. Stephan Leone, Treasurer, in the brief absence of Mr. Jerry Dasti, Chair, in room 102 of the Conference Center on the College campus and via Webex. Mr. Dasti returned shortly after the roll call vote. 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 June 21, 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

Those in attendance were Mr. Dasti, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, Ms. DiAnne Gove, Mrs. Joanne Pehlivanian, Mr. Casey Conner, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, 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 Virginia Haines. Attendance

The minutes of the May 30, 2024, Board of Trustees closed session and public meetings were unanimously approved by roll call vote. Minutes Approved

Ms. Alison Noone, Support Services Program Director, provided information regarding TRIO Student Support Services, an important federally funded program that assists first-generation college students and students with disabilities by providing academic development services. The program offers tutoring, course selection advice, financial aid application assistance, financial literacy education, and mentoring. The ultimate goal of the program is to increase retention and bachelor degree completion of participants. Presentations

Dr. Teresa Walsh, Dean of Nursing, introduced Dr. Sharon Scrofine, College Lecturer II, Nursing and Health Science, who provided a report on the Nursing Lecturers Student Mentoring Program. Dr. Scrofine shared how the increased use of the program by students subsequently increased the NCLEX-RN passing rates for OCC Nursing student graduates.

Ms. Cara Dubitsky, Executive Director of Human Resources, Ms. Brianna Cardinale, Associate Director, Academic and Tutoring Services, and Mr. Joseph Rua, Assistant Director, Institutional Research (Chair and members of the Remote Work Committee, respectively), shared research from the review of the current remote work practice and a proposed plan for remote work that ensures equity, fosters innovative operations, and maintains productivity to consistently provide excellent service to students.

Upon a request for public comments by Mr. Dasti, Mr. Ibrahim Moustafa, College Lecturer II, Business Studies, shared the results of OCC students who competed at the 2024 National Leadership Conference of the Future Business Leaders of America: Public Comments

- Ryan LeChien placed first in Foundations of Accounting
- Keith Blaze placed eighth in Future Business Educator
- Justin D’Amico placed sixth in Business Communication
- Ryan LeChien and Tavish McKelvey placed eighth in Accounting Case Competition

Mr. Dasti discussed the need as an institution to offer lectures to provide education on the changing diversity of the population of the county as a means to promote civility.

The Board adopted, upon unanimous roll call vote, a resolution to recognize the outstanding dedication and commitment of Mr. Casey Conner during his one-year term as the student/alumni representative on the Board of Trustees during 2023-24. The trustees and Dr. Monaco congratulated Mr. Conner for his participation on the Board. Mr. Conner expressed his appreciation for having the opportunity to serve the students and thanked the trustees for everything they do for the College. Resolution Adopted to Recognize Service of Mr. Casey Conner

Finance Committee

Mr. Dupignac shared there have been no changes to the College portfolios since the last report. An update will be provided following the next Investment Committee meeting. He then presented the Finance Agenda, which was approved unanimously as amended.

- The statement of income and expenditures as of May 31, 2024, was accepted. Income/Expenditures Accepted
- A resolution was adopted authorizing an in-county tuition rate and to waive in-county fees for all Community Health Worker Training Program students, transitioning from the non-credit program to a credit program at Ocean County College, for the period of July 1, 2024, through June 30, 2026. Resolution Adopted
- A resolution was adopted authorizing the Executive Vice President of Administration and Finance to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC) for the purchase of goods and services. Resolution Adopted

- A resolution was adopted to approve the FY 2025 capital facilities projects, not to exceed \$3,215,745, to be used to renovate existing buildings on the main campus to accommodate the following new educational programs that require laboratories:
 - Dental Hygiene
 - Radiography
 - Veterinary Assistant

Resolution Adopted to Approve FY 2025 Capital Facilities Projects

and to direct appropriate College officials to request fifty percent funding from the State and fifty percent funding from the County of Ocean for the approved projects.

- The following contracts were awarded:

Contracts Awarded

- A maximum of \$159,488 to A. Guzzo Landscaping, LLC, Absecon, New Jersey, for a one-year contract with two additional one-year contract options for grounds and landscape maintenance services from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$83,936 to Timothy Peters Plumbing and Heating Company, Inc., Toms River, New Jersey, for a one-year contract with a second-year contract option for professional plumbing services from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$300,000, in the amount of \$150,000 per year, to Pomptonian Food Service, Fairfield, New Jersey, for a two-year contract with two additional one-year contract options for food service management and catering services from July 1, 2024, through June 30, 2026, at Ocean County College.
- A maximum of \$57,155 to Harring Fire Protection, LLC, Folsom, New Jersey, for a one-year contract with a second-year contract option for inspection services of fire prevention and fire control equipment from July 1, 2024, through June 30, 2025, at Ocean County College.

- Resolutions were adopted to award the following contracts:

Resolutions Adopted for Contract Awards

- A maximum of \$82,073.28 to Dell Marketing, LP, Round Rock, Texas, for the purchase of Dell computers for the Library Modernization Project at Ocean County College.
- A maximum of \$315,000 to Dell Marketing, LP, Round Rock, Texas, for the purchase of Dell computers and the purchase of parts and supplies as needed for the repair of existing computers from July 1, 2024, through June 30, 2025, on an as-needed basis at Ocean County College.
- A maximum of \$33,000 to TGI Office Automation, Edison, New Jersey, for a one-year lease contract for copier services, and a one-year maintenance and service contract from July 1, 2024, through June 30, 2025, at Ocean County College.

- A maximum of \$45,000 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of miscellaneous books and Internet database subscriptions for use in the Library, from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$50,000 to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for professional electrician services from July 1, 2024, through June 30, 2025, on an as-needed basis through the Ocean County Cooperative Contract at Ocean County College.
- A maximum of \$1,100,000 to School Alliance Insurance Fund (SAIF), West Windsor, New Jersey, for the third year of a three-year membership for general liability college insurance from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$32,000 to FM Generator, Inc., Canton, Massachusetts, for a one-year contract for professional generator preventative maintenance and repair services from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$120,000 to Fastenal Company, Lakewood, New Jersey, for a one-year contract for the purchase of industrial maintenance repair and operations (MRO) supplies and equipment from July 1, 2024, through June 30, 2025, for use by the Facilities Department at Ocean County College.
- A maximum of \$20,000 to NetQ Multimedia Company, Freehold, New Jersey, for a one-year contract for the installation, repair, testing and technical support of the campus-wide local area and wireless networks from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$36,400 to West Publishing Corporation (Thomson Reuters), Eagan, Minnesota, for the purchase of miscellaneous books and database subscriptions from July 1, 2024, through June 30, 2025, for use in the Library at Ocean County College.
- A maximum of \$55,000 to EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions from July 1, 2024, through June 30, 2025, for use in the Library at Ocean County College.
- A maximum of \$50,000 to Grainger, Eatontown, New Jersey, for a one-year contract for the purchase of industrial maintenance repair and operations (MRO) supplies and equipment, and custodial supplies on an as-needed basis, from July 1, 2024, through June 30, 2025, for use by the Facilities Department at Ocean County College.
- A maximum of \$60,000 to Pocket Nurse, Monaca, Pennsylvania, for a one-year contract for the purchase of instructional and non-instructional medical supplies from July 1, 2024, through June 30, 2025, on an as-needed basis through the Omnia Partners Cooperative Purchasing Program for use by the Nursing and Workforce and Professional Education departments at Ocean County College.

- A maximum of \$100,000 to Consolidus, LLC, Akron, Ohio, for the second-year contract option for a professional promotional online storefront from July 1, 2024, through June 30, 2025, for the purchase of OCC-branded items through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
- A maximum of \$28,533.38 to TurnItIn, LLC, Oakland, California, for a one-year contract renewal for the TurnItIn Plagiarism and Writing Software license from October 1 2024, through September 30, 2025, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) at Ocean County College.
- A maximum of \$21,000 to Smartsheet, Inc., Bellevue, Washington, for a one-year renewal of the Smartsheet Business Plan Plus Pro Support software subscription from August 9, 2024, through August 8, 2025, at Ocean County College.
- A maximum of \$100,000 to Conner Strong and Buckelew Companies, LLC, Marlton, New Jersey, for the third year of a three-year contract for professional consulting for insurance broker and risk management services from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$50,000 to Waste Management of New Jersey, Inc., Ewing, New Jersey, for a one-year contract for solid waste and recycling collection from July 1, 2024, through June 30, 2025, at Ocean County College.
- A maximum of \$28,602 to Aurora Systems Consulting, Inc., Branchburg, New Jersey, for a one-year agreement to renew the Exinda Network Orchestrator to monitor and troubleshoot network issues from August 4, 2024, through August 3, 2025, at Ocean County College.
- A maximum of \$24,562.59 to ProQuest Holdings, LLC, Boston, Massachusetts, for the renewal of miscellaneous journal, magazine, newspaper, dissertation, database, and periodical subscriptions from July 1, 2024, through June 30, 2025, for use in the Library at Ocean County College.
- A maximum of \$44,836.40, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of Cisco equipment for the Library Modernization Project at Ocean County College.
- A maximum of \$294,483.31, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a five-year contract for the Cisco Flex Licensing for telephone, virtual meeting and video conference systems from September 24, 2024, through September 23, 2029, at Ocean County College.
- A maximum of \$86,790.06, to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of furniture for the Ocean County Vocational Technical School (OCVTS) Pre-Nursing Program in the Russell Building through the Education Services Commission of New Jersey (ESCNJ) at Ocean County College.

- A maximum of \$102,286.26, to NJEdge.NET, Newark, New Jersey, for the purchase of miscellaneous books, Internet database subscriptions and service fees from July 1, 2024, through June 30, 2025, through the Virtual Academic Library Environment (VALE) Consortium for use in the Library at Ocean County College.
- A maximum of \$50,000, 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, 2024, through June 30, 2025, for use by the Library at Ocean County College.
- A maximum of \$41,400, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a two-year contract for CrowdStrike Cybersecurity Services from July 1, 2024, through June 30, 2026, through the National Cooperative Purchasing Alliance (NCPA), an Omnia Partners Company, for use by the Office of Information Technology at Ocean County College.
- A maximum of \$27,130.38, to Core BTS, Indianapolis, Indiana, for a five-year contract for the purchase of Cisco Equipment and licensing for the Ocean County Vocational Technical School (OCVTS) Pre-Nursing Program in the Russell Building from July 1, 2024, through June 30, 2029, at Ocean County College.
- A maximum of \$54,544, to Apple Computer, Inc., Atlanta, Georgia, for the purchase of Apple computers for the Library Modernization Project through the PEPPM Cooperative Purchasing Contract at Ocean County College.
- A maximum of \$954,432, to Ellucian Company, L.P., Fairfax, Virginia, for a three-year contract for professional services in support of the administration of grants from July 1, 2024, through June 30, 2027, at Ocean County College.
- The following qualified pool of vendors was identified for printing and signage services from July 1, 2024, through June 30, 2025, to be used on an as-needed basis at Ocean County College:
 - Blackout Custom Packaging, LLC, Newark, New Jersey
 - Gangi Graphics, Brick, New Jersey
 - Hawk Graphics, Inc., Mt. Freedom, New Jersey
 - PIP Printing, Brick, New Jersey
 - Prism Color Corporation, Moorestown, New Jersey
 - Roelyn Litho, Inc., Lakewood, New Jersey
 - TLO Enterprises dba FASTSIGNS, Brick, New Jersey

- The following contracts were amended:
 - An additional \$9,670, for a maximum total of \$55,170, to BKP Architects, Philadelphia, Pennsylvania, to provide permit drawings as part of the professional architectural and engineering services to design and plan specialized classrooms and laboratories to support the development of new Allied Health educational programs in Dental Hygiene, Radiography, Veterinary Technician, and Pre-Nursing/Certified Nursing Assistant Programs at Ocean County College (contract originally awarded at the March 28, 2024, Board meeting).
 - An additional \$1,015.98, for a maximum total of \$22,039.83, to SHI International Corporation, Somerset, New Jersey, for cable locks for the Library Modernization project as part of the purchase of Adobe Sign and Jamf Pro software, and various electronics and accessories through the NJEdge.NET Consortium at Ocean County College (contract originally awarded at the February 22, 2024, Board meeting).
 - An additional \$25,000, for a maximum total of \$352,000, to Success Advertising, Inc., dba SCG Advertising and PR, Whippany, New Jersey, for a thirty-day extension of the second-year contract option for media placement agency services from July 1, 2023, through June 30, 2024, at Ocean County College (contract originally awarded at the April 27, 2023, Board meeting).
 - The contract awarded at the April 27, 2023, Board meeting to Bubbakoo's Burritos, Wall, New Jersey, for food services was rescinded, as the contract includes a termination clause stipulating that either party may terminate the agreement by providing ninety-days' written notice to the other party. Rescission of Contract Award
 - The Board authorized an application to apply for a \$686,638 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education for the purpose of developing more fully 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, with emphasis on those curricula that promote workforce and economic development. Project Manager: Ms. Jessica Drews, Program Director, Technical Education Programs. Funding Period: July 1, 2024, through June 30, 2025. Grant Application Authorized
- Bylaw, Policy, and Curriculum Committee
- Dr. Garcia presented the Bylaw, Policy, and Curriculum Agenda, which was approved unanimously by roll call vote:
- The revised 2025 Ocean County College Academic Calendar was approved, revised to to change the 2025 Commencement Date from Thursday, May 22, 2025, to Wednesday, May 21, 2025. Revised Academic Calendar Approved
 - Revised Policy Revised Policy
 - Policy #2410, Administration, General, Nondiscrimination, Equal Opportunity, and Harassment

- The following items, as accepted by the College Senate at its meetings on June 6, and June 20, 2024, were approved unanimously upon roll call vote:
 - New Program
 - Associate in Science Degree in Public Health
 - Revised Program Option
 - Associate in Applied Science Degree in Computer Science/Informational Technology – Option in Artificial Intelligence
 - Revised Certificate of Completion
 - Certificate of Completion in Advanced Manufacturing and Mechatronics
 - Revised Courses
 - CSIT 176, Computer Organization and Architecture
 - CSIT 192, Introduction to Machine Learning
 - CSIT 242, Penetration Testing Fundamentals
 - CSIT 243, Cisco Networking Fundamentals
 - CSIT 244, Digital Forensics Fundamentals
 - HEHP 100, Aerobic Conditioning
 - HEHP 101, Weight Training and Body Building
 - HEHP 237, Sports Officiating
 - HEHP 266, Exercise and Health Counseling
 - Inactivated Course
 - EDUC 278, Teaching Profession Practicum

Buildings and Grounds Committee

In the absence of Mrs. Novak, Mr. James Calamia, Assistant Vice President, Facilities, provided an update on several ongoing projects, including the Energy Pilot Program and Library Renovation. The Buildings and Grounds Report for June 27, 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 approved as amended upon roll call vote. Action on the 2024-2029 Adjunct Association Agreement was deferred until next month's meeting.

Personnel Report Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on July 25, 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 July 25, 2024

The following meetings were scheduled:

Meetings Scheduled

Thursday, July 25, 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

President’s Report

Dr. Monaco introduced Ms. Jan Kirsten, Executive Director of College Relations, who reported OCC was one of seven community colleges to receive \$50,000 to enhance digital outreach and marketing efforts, through Lumina Foundation as a result of the Instagram reel shared at the May 30, 2024, meeting. Ms. Kirsten thanked all involved in the efforts, including Ms. Kayci Clayton, Executive Director of Grants Administration, Ms. Kayla Judson, College Relations Intern, and Ms. Cheyenne Severin, OCC graduate.

President’s Report

Dr. Monaco reported the restoration of \$20 million in State operating aid to community colleges for FY 2025, crediting the work of Executive Director of Athletics Ilene Cohen, Director of Student Life Jennifer Fazio, Assistant Director of Student Life Michelle Youngs, and the students who attended the New Jersey Community College Trenton Legislative Day at the Trenton Statehouse, organized by the New Jersey Council of County Colleges (NJCCC), together with other community college representatives. Testimony by veteran student Hunter Mantz about his experiences at OCC was particularly impactful.

Dr. Racioppi presented the enrollment update, sharing FY 2024 enrollment finished 2% ahead in credits registered as compared to FY 2023. Fall 2024 enrollment continues to lag in both students and credits, likely due to the FAFSA delays. Dr. Racioppi shared details of Fall enrollment by student age, ethnicity, registration type, gender, and also provided a 2024 high school graduate enrollment update. A summary of Fall recruitment efforts was then shared, with thanks to the HUB team.

For the Workforce and Professional Development update, Dr. Konopka thanked the Foundation for providing grants to ESL students to make the transition from non-credit to credit courses.

WPE has engaged with Hanover Research to send a survey out to determine what programs are of interest in the community.

Dr. Konopka congratulated the 19 graduates who received their high school equivalency diploma at the Ocean County Achievement Center on June 19, 2024.

The College continues to wait for a response from the State on the application for the Alternate Route Program.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the Senate Bylaw Revision Committee continues to revise Bylaws utilizing inclusive language. They will be shared with Trustees prior to seeking approval.

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

- The Fall semester scholarship application period remains open through August 14, 2024. All returning and prospective Ocean County resident students with a minimum 2.0 GPA are encouraged to apply.
- An original piece by American Abstract Artist, Steven Crohn, has been installed in the Hovnanian Health Science Building.
- The New Jersey Symphony presented Symphony Under the Stars at OCC on Tuesday, June 25, 2024, for the annual Concert Under the Stars. Thanks to the Board of Commissioners and the Ocean County Cultural and Heritage Commission for supporting this event.
- The latest issue of the Life and Legacy Newsletter highlighting the impact of Richard Sambol has been mailed. A \$50,000 gift has been received from Karl Reinheimer, a former Foundation Board Member and Chair, who made the contribution in memory of his late mother to honor her legacy.
- This year’s Annual Summer Scholarship Celebration will be held on Friday, June 28, 2024, and has currently raised \$160,000. Honorees will be the Citta Foundation, Ms. Ilene Cohen, Executive Director of Athletics, and Mr. Lincoln Simmons, College Lecturer, Biology.

Upon a request for public comments, Dr. David Bordelon, Professor of English and FAOCC President, shared the FAOCC is ready and willing to assist with changing the culture of the College and asked Board of Trustee members to work and meet with faculty.

Public Comments

Dr. Maysa Hayward, Associate Vice President, International Programs, commended the recommendation by Mr. Dasti for programs regarding diversity. Dr. Hayward shared there are many faculty, administration, and staff members who would be able to present information on a variety of topics.

With no further comments from the Board members or the public, the meeting adjourned at 5:24 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President