

July 2024

FINANCE COMMITTEE

Contact Executive Vice President Sara Winchester x2062 for specific information

The following was accepted:

- The statement of income and expenditures as of June 30, 2024

The following were awarded:

- To Marketsmith, Inc. for an eleven-month contract with a second-year contract option for media placement agency services from August 1, 2024, through June 30, 2025, at Ocean County College
- To High Energy Electrical Testing, a RESA Power Company for labor and materials involved in performing inspections and testing of main switchgear and pad-mounted transformers of the primary electrical system at Ocean County College
- To Door Services Corp. for the first year with a second-year contract option for automatic door maintenance, replacement, and repair services on an as-needed basis from July 1, 2024, through June 30, 2025, at Ocean County College
- To Colliers Engineering & Design, Inc. for professional architectural and engineering consulting services for an update of the Ocean County College Facilities Master Plan

The following resolutions were adopted:

- For the purchase of the ViewSonic ViewBoard interactive displays and related equipment through the Monmouth-Ocean Educational Services Commission (MOESC) Cooperative Contract for the OCVTS Pre-Nursing program at Ocean County College
- For a one-year contract to multiple vendors for offset printing and signage services from July 1, 2024, through June 30, 2025, at Ocean County College
- For a one-year contract for the maintenance license renewal of Document Imaging/Image Now software from October 1, 2024, through September 30, 2025, for use at Ocean County College
- For the purchase of environmental testing instruments and equipment for the existing water quality monitoring systems for use by the Barnegat Bay Partnership at Ocean County College
- For a six-month contract for professional interpreting and captioning services with Geneva Worldwide, Inc. for students with disabilities enrolled in the Fall 2024 semester on an as-needed basis from July 1, 2024, through December 31, 2024, at Ocean County College
- For a six-month contract for professional interpreting and captioning services with Sign4U Interpreting Service, LLC, for students with disabilities enrolled in the Fall 2024 semester on an as-needed basis from July 1, 2024, through December 31, 2024, at Ocean County College
- For a one-year contract for the renewal of AWS cloud services from July 1, 2024, through June 30, 2025, through the NJEdge Microsoft Consortium at Ocean County College

- For a one-year contract for the renewal of electronic trading services from July 1, 2024, through June 30, 2025, funded through the Carl D. Perkins Career and Technical Education Act Grant for use at Ocean County College
- For professional electrician services for the Ocean County College Vocational Technical School (OCVTS) Pre-Nursing labs in the Russell Building through the Ocean County Cooperative Contract at Ocean County College.
- For a one-year contract for the purchase of award certificates, diplomas, and tassels from July 1, 2024, through June 30, 2025, for students graduating winter 2024 and summer 2025 at Ocean County College
- For the installation of surge protective devices to protect boilers and the Cooling, Heating, and Power Plant Building through the Ocean County Cooperative Contract at Ocean County College
- For an eleven-month contract for Virtual/Fractional Chief Information Security Officer Consultation Services at Ocean County College
- To identify a qualified pool of Ecological Engineering Related Services providers for various projects at the Barnegat Bay Partnership to be used on an as-needed basis from July 1, 2024, through June 30, 2025, at Ocean County College

The following was amended:

- Additional monies to Timothy Peters Plumbing and Heating Company, Inc., Toms River, New Jersey, for labor and materials for the installation of a new sink and related plumbing services for the Ocean County Vocational Technical School (OCVTS) Pre-Nursing program in the Russell Building at Ocean County College as part of the second-year contract option for professional plumbing services from July 1, 2024, through June 30, 2025, (contract originally awarded at the June 27, 2024, Board meeting)
- Additional monies to Marlee Contractors, LLC, Hammonton, New Jersey, for expenditures that were not reported against the blanket purchase order before the closeout of the fiscal year as part of the replacement of a chiller power supply as part of the second-year contract option for professional boiler burner maintenance services from July 1, 2023, through June 30, 2024, on an as-needed basis at Ocean County College (contract originally awarded at the March 16, 2023, Board meeting)
- Additional monies to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for an emergency call involving a blown transformer in the Russell Building as part of the 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 (contract originally awarded at the June 27, 2024, Board meeting)
- Additional monies to Atlas Elevator, Inc., Barnegat, New Jersey, for additional elevator repair and maintenance services for the rest of the fiscal year through the Ocean County Cooperative Contract at Ocean County College (initial contract was under threshold and did not require Board approval)

The following was rejected:

- The bids for snow removal services at Ocean County College, received on July 10, 2024, in accordance with New Jersey Statute 18A: 18A-22.a, as the lowest bid substantially exceeds the cost estimates for the goods or services

The following were accepted:

- A \$165,930 grant award from Delta Dental of New Jersey Foundation for the SMILE Workforce Grant to secure a significantly upgraded learning environment for Dental Assistant Certificate students for Fall 2024 and beyond to enhance and expand programming. Project Director: Mr. Christopher Brittain, Operations Manager, Workforce and Professional Education. Project Period: July 1, 2024, through June 30, 2027.
- A \$94,020 grant award from the New Jersey Business and Industry Association (NJBIA) and New Jersey Manufacturing Extension Program, Inc., (NJMEP) for the New Jersey Manufacturing Skills Initiative and Industrial Hygiene/Hazardous Materials Management Program to provide funding to learners toward the Academic and Workforce Industrial Hygiene certificate (\$6,268 each, per 15 students). Project Director: Mr. Lincoln Simmons, College Lecturer, Biology. Project Period: July 1, 2024, through June 30, 2025.
- A \$50,000 grant award from the Lumina Foundation for the Instagram Challenge to support the execution of the College's marketing and digital outreach strategy. Project Director: Ms. Maureen Conlon, Associate Director of Web Services. Project Period: July 1, 2024, through June 30, 2025.
- A \$38,317.11 grant award from the National Aeronautics and Space Administration (NASA) for the 2023 Teams Engaging Affiliated Museums and Informal Institutions (TEAMIIANCHR) for the Robert J. Novins Planetarium to implement Families on Campus Using Science (FOCUS) as a one-year project that will serve middle school students (grades 5-8) and their siblings across grades K-12 to increase their exposure to, and interest in, STEM subjects and to encourage traditionally underrepresented students to pursue STEM education and careers. Project Director: Ms. Cara Muscio, Associate Director of the Planetarium. Project Period: July 1, 2024, through May 31, 2026.
- A \$2,800 grant award from the Performing Arts Global Exchange to fund Las Guaracheras visit to the Grunin Center at Ocean County College for three performances and two engagement activities over two days: one ticketed evening public performance, one "pop-up" performance in the Student Center, one school matinee performance with engagement activity, and one student workshop. Project Director: Ms. Jaclyn Wood, Assistant Director, Grunin Center, Education and Community Engagement. Project Period: February 25, 2025, through March 28, 2025.

BUILDING AND GROUNDS COMMITTEE

Contact Associate Vice President James Calamia x2066 for specific information

Approved:

- The acceptance of the Facilities Engineering and Operations Status Report for July 25, 2024.

BYLAW, POLICY, AND CURRICULUM COMMITTEE

Contact Vice President Dr. Eileen Garcia x3855 for specific information

Approved:

a. New Program Options

- 1) Associate in Science Degree in Advanced and Continuous Studies – Option in Business – Accounting
- 2) Associate in Science Degree in Advanced and Continuous Studies – Option in Business Administration

- 3) Associate in Science Degree in Advanced and Continuous Studies – Option in Business Administration – Management
 - 4) Associate in Science Degree in Advanced and Continuous Studies – Option in Business Administration – Marketing
- b. Revised Program
- 1) Associate in Applied Science Degree in Computer Science/Informational Technology
- c. Revised Program Option
- 1) Associate in Applied Science Degree in Computer Science/Informational Technology – Option in Cybersecurity
- d. Revised Certificate of Completion
- 1) Certificate of Completion in Information Technology
- e. New Courses
- 1) ACCT 340, Intermediate Accounting II: Computer Applications
 - 2) ACCT 350, Cost Accounting with Computer Applications
 - 3) BUSN 350, Introduction to Financial Management
 - 4) BUSN 380, Advanced Operations Management
 - 5) CSIT 212, Systems Analysis

PERSONNEL COMMITTEE

Contact Executive Vice President Sara Winchester x2062 for specific information

EMPLOYMENT

Adjunct Faculty			
First Name	Last Name	Position	Start Date
Neal	Bennett	Adjunct Assistant Professor, Broadcast & TV Production	8/12/24
Matthew	Jakubowski	Adjunct Assistant Professor, Mathematics	8/5/24

College Lecturer II			
First Name	Last Name	Position	Start Date
Katherine	Warren	College Lecturer II, Music	9/23/24

Non-Affiliated Administrator			
First Name	Last Name	Position	Start Date
Jennifer	Carbone	Grants Development Coordinator	8/5/24
Nicole	Garaffa	Academic Affairs Coordinator	8/12/24
Casey	Pellegrino	Workforce Support Specialist	8/5/24
Cameron	Scarano	Counseling Specialist	8/19/24
Ana	Tuzio	P/T Field Outreach Coordinator – Social Work	8/5/24

Non-Affiliated Hourly

First Name	Last Name	Position	Start Date
Olivia	Butera	Graduate Intern, College Relations	8/5/24
Melanie	Mancini	Office Coordinator, Student Services	8/5/24
Indira	Otten	Enrollment Services Technician (PT)	8/12/24

Support Staff Association

First Name	Last Name	Position	Start Date
Steven	Geiger	Security Officer I (PT)	7/30/24

Professional

First Name	Last Name	Position	Start Date
Barbara	Blozen	Nursing Clinical Instructor	8/12/24
Juliana	Smithbauer	WPE Instructor II	8/5/24

CHANGE OF POSITION**College Lecturer II**

First Name	Last Name	From	To	Eff. Date
Pamela	Goldsmith	Adjunct Associate Professor, HEPE	College Lecturer II – Health/Health Management	8/12/24

Promotion:**Non-Affiliated Administrator**

First Name	Last Name	From	To	Eff. Date
Christina	Matuszewski	Employee Benefits Coordinator	Assistant Director, Benefits Administration	8/5/24

Non-Affiliated Hourly

First Name	Last Name	From	To	Eff. Date
Janice	D'Aleo	Sr. HR Technician	HRIS Junior Analyst	8/5/24

RESIGNATION

Adjunct Faculty			
First Name	Last Name	Position	Eff. Date
Carol	Bowers	Adjunct Assistant Professor, Social Sciences	7/17/24

Non-Affiliated Administrator			
First Name	Last Name	Position	Eff. Date
Sylvia	Riviello	Dean, School of Science, Technology, Engineering & Math	8/10/24
Jarrett	VanOllefen	Advisor/Case Manager, Title II	7/9/24

Non-Affiliated Hourly			
First Name	Last Name	Position	Eff. Date
Renato	Esposito	Library Services Technician (PT)	7/12/24
Jacqueline	Frezza	Sr. Test Administrator Technician	8/2/24
Cindy	Lehmann	Sr. Academic Affairs Technician (PT)	8/1/24

Support Staff Association			
First Name	Last Name	Position	Eff. Date
Louis	Cuevas	Security Officer I (PT)	7/31/24

Professional			
First Name	Last Name	Position	Eff. Date
Alexandra	Bianchi	WPE Instructor III	7/20/24

RETIREMENTS

Non-Affiliated Administrator			
First Name	Last Name	Position	Eff. Date
Kathryn	Pandolpho	Director, Counseling Center	1/1/25

PRESIDENTS REPORT

<https://www.ocean.edu/news/dr-monacos-july-25-2024-report-to-the-board-of-trustees/>

TO: College Employees

FROM: Cara Dubitsky, Executive Director of Human Resources

HOLIDAY SCHEDULE FOR 2024-2025

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|--|------------------------------|
| 1. Independence Day | Thursday, July 4, 2024 |
| 2. Labor Day | Monday, September 2, 2024 |
| 3. Thanksgiving Day | Thursday, November 28, 2024 |
| 4. Friday after Thanksgiving | Friday, November 29, 2024 |
| 5. Winter Break | Tuesday, December 24, 2024 |
| 6. Winter Break | Wednesday, December 25, 2024 |
| 7. Winter Break | Thursday, December 26, 2024 |
| 8. Winter Break | Friday, December 27, 2024 |
| 9. Winter Break | Monday, December 30, 2024 |
| 10. Winter Break | Tuesday, December 31, 2024 |
| 11. Winter Break | Wednesday, January 1, 2025 |
| 12. Dr. Martin Luther King Day | Monday, January 20, 2025 |
| 13. Presidents' Day | Monday, February 17, 2025 |
| 14. Memorial Day | Monday, May 26, 2025 |
| 15. Juneteenth National Independence Day | Tuesday, June 19, 2025 |