



**BOARD OF TRUSTEES**

**Regular Meeting**

**Minutes**

**January 26, 2015**

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Monday, January 26, 2015, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.</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. Notice of this meeting was publicized through a resolution adopted at the November 2014 reorganization meeting and distributed as required by law.</p>	<p>Public Meeting Announcement</p>
<p>Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Dr. Thomas McMahon, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Nicholas Devlin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, Vice President Allison King, and Vice President Jianping Wang.</p>	<p>Attendance</p>
<p>The oath of office was administered by Mr. Jack Sahradnik to Dr. Thomas McMahon to serve on the Ocean County College Board of Trustees. Dr. McMahon was recently appointed as the Interim Ocean County Executive Superintendent of Schools.</p>	<p>Swearing In of Dr. T. McMahon</p>
<p>The minutes of the December 8, 2014, December 16, 2014, and January 9, 2015, Board of Trustees closed session and public meetings were approved by a majority vote, with an abstention from Dr. McMahon.</p>	<p>Minutes Approved</p>
<p>Dr. Larson introduced Ms. Alexa Beshara, Executive Director of Institutional Planning, and Dr. Wang introduced two new deans, Dr. Amy Gilley, Dean of Language and the Arts, and Mr. Paul Silberquit, Dean of Mathematics, Science, and Technology.</p>	<p>New Employee Introductions</p>
<p>Because of the impending snow storm, all presentations and reports planned for this meeting were deferred.</p>	
<p><u>Finance Committee</u></p>	
<p>➤ The statement of income and expenditures as of December 31, 2014, was accepted.</p>	<p>Income/Expenditures Accepted</p>

- The following contracts were awarded: Contracts  
Awarded
  - A maximum of \$362,300 to WHL Enterprises, Inc., t/a Bill Leary AC & Heating, Metuchen, New Jersey, for the purchase of a heat exchanger for the Technology and Science Buildings at Ocean County College.
  - A maximum of \$20,850 to Leica Geosystems, Inc., Norcross, Georgia, for the purchase of a Trimble Global Navigation Satellite System for use by the Barnegat Bay Partnership at Ocean County College.
  - A maximum of \$201,881.63 to Dimension Data North America, Inc., Edison, New Jersey, for the purchase of an upgrade to the Cisco Wireless System at Ocean County College.
  
- Resolutions were adopted to award the following contracts: Resolutions  
Adopted for  
Contract Awards
  - A maximum of \$53,800 to AMS Planning & Research Group, Southport, Connecticut, for professional consulting services to provide a business plan for the proposed new theatre at Ocean County College.
  - A maximum of \$17,705.88 to Butler Office Interiors, Toms River, New Jersey, for the purchase of office furniture and replacement parts for various classrooms at Ocean County College.
  - A maximum of \$28,219.50 to NCS Pearson, Inc., Bloomington, Minnesota, for the technical support for e-College Continuing and Professional Education courses and miscellaneous tests for use at Ocean County College.
  - A maximum of \$39,539 to Ellucian Company, LP, Fairfax, Virginia, for the purchase of a Financial Aid module license related to student self-service and Recruiter upgrade support at Ocean County College.
  - A maximum of \$30,900 to Sean P. Meloney T/A Spanish Study Abroad in Andalucia, Windsor, New Jersey, for the services of a tour operator for the “Spanish Travel Abroad Seminar” offered from June 26, 2015, to July 14, 2015, through the International Education Program at Ocean County College.
  - A maximum of \$50,000 to W.B. Mason Company, Inc., Secaucus, New Jersey, for the purchase of office supplies for use at Ocean County College.

➤ The following contracts were extended:

Contracts  
Extended

- An additional \$50,000, to My Restaurant Group, Inc., Jersey City, New Jersey, for a six (6) month extension of the second year of a two-year contract for current food services and vending services contract at Ocean County College through December 31, 2015 (contract originally awarded at the April 28, 2014, Board meeting)
- An additional \$10,600 for a maximum of \$53,000 to Ellucian Company, LP, Fairfax, Virginia, for Instructional Design Support for a one-month extension through June 30, 2015 (contract originally awarded at the January 26, 2015, Board meeting)

➤ The following contracts were amended:

Contracts  
Amended

- An additional \$510, for a maximum total of \$70,510, to Conner Strong & Buckalew Companies, Inc., Marlton, New Jersey, to include the Spanish Travel Abroad Seminar to the Ocean County College Foreign Liability Policy as part of the professional consulting services for broker and risk management (contract originally awarded at the May 27, 2014, Board meeting).
- An additional \$300, for a maximum total of \$31,953.74, to Gale Group, Inc., Farmington Hills, Michigan, to purchase an additional database subscription, Global Issues in Context, for use at the Library at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).
- An additional \$4,000, for a maximum total of \$67,000, to EduStrategy Group, LLC, Centennial, Colorado, for reimbursement of actual travel expenses related to e-Learning consulting services, for the period of January 10, 2015, through June, 30, 2015 (contract originally awarded at the January 9, 2015, Board retreat).
- An additional \$7,477, for a maximum total of \$35,227, to The College Board-OALS, New York, New York, for the purchase of additional Accuplacer Tests for use by the Testing Center at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).

➤ The following grant awards were accepted:

Agreement  
Acknowledged

Prior to taking action on the revision to Policy #5300, Tuition and Fees, in accordance with New Jersey Public Law 94, Chapter 48, Mr. Thulin called a public hearing for those members of the College community who wished to testify.

Public Hearing

A recommendation was made to increase tuition by \$5, from \$104 to \$109 per credit, as well as to increase the fee per credit by \$1 and the Technology fee by \$0.50, for a total per credit cost of \$140.50 effective in the Fall 2015 semester. The committee believes this is a moderate increase, which is necessitated by enrollment projections not being met in FY 2015 as well as ever-increasing expenses. Even with this proposed increase, OCC's tuition will still fall in the bottom third of all community colleges in New Jersey.

With no comments from the College community or the public, the hearing was closed.

Ms. Winchester reviewed the parameters on which the OCC FY 2016 Budget was developed. Although the College experienced decreased enrollment in FY 2014 and it appears FY 2015 may also close with fewer students, it is anticipated that enrollment will recover in FY 2016. With that prediction and increased tuition, the FY 2016 budget is balanced. However, the budget may need to be revisited if enrollment continues to decline and expenditures continue to increase.

The trustees then, upon unanimous roll call vote, approved the revision to Policy #5300, Tuition and Fees, and the OCC FY 2016 Budget.

Policy #5300  
Tuition and Fees,  
Revised/OCC  
FY 2016 Budget  
Approved

A resolution was adopted to approve the FY 2016 capital facilities project for the construction of a new STEM Building, totaling an estimated \$23,500,000, and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean for this project.

Resolution  
Adopted for  
Chapter 12 Funding

Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following recommendations from the Bylaw, Policy, and Curriculum Committee:

- The following items, as accepted by the College Senate at its meetings on November 19, 2014, and January 26, 2015, were approved:

College Senate  
Items Approved

- Revised Policy
  - Policy #5132, Students, Registration, General Requirements
  - Amendment to College Senate Bylaws
    - Composition of the Developmental Education Committee
- The Board approved the temporary suspension of Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, during the hours of the Dedication Ceremony for the Jay and Linda Grunin Center for the Arts to be held in the Center Theatre on Wednesday, February 25, 2015, beginning at 6:00pm. Policies Suspended

Buildings and Grounds Committee

Upon unanimous roll call vote, the Board accepted the Buildings and Grounds Committee Report for January 26, 2015. Building/Grounds Report Accepted

Personnel Committee

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

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, February 23, 2015, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation. Resolution Adopted for Closed Meeting - February 23, 2015

Miscellaneous

The following meetings were scheduled:

<b>Monday, February 23, 2015</b>	10:00 a.m.	Finance Committee	<span style="float: right;">Meetings Scheduled</span>
	10:00 a.m.	Bylaw, Policy, and Curriculum Committee (As Needed)	
	10:30 a.m.	Buildings and Grounds Committee	
	10:30 a.m.	Personnel Committee	
	11:00 a.m.	Closed Session	
	12:30 p.m.	Regular Monthly Public Meeting	

With no further comments from the Board members or the public, the meeting adjourned at 12:46 p.m. Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Connie Bello  
Secretary to the Board of Trustees