



BOARD OF TRUSTEES

Regular Meeting

Minutes

January 26, 2017

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:34 p.m. on Thursday, January 26, 2017, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus. 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. Notice of this meeting was publicized through a resolution adopted at the November 2016 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Dr. DeStefano-Anen, Ms. Danielle Robleski, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Norma Betz, and Associate Vice President Lisa DiBisceglie.

Attendance

Upon unanimous roll call vote, the minutes of the December 8, 2016, and January 12, 2017, Board of Trustees closed sessions and public meetings were unanimously approved.

Board of Trustees

Presentations/Commendations

Dr. Larson commended Ms. Jennifer Kelleman, Associate Director of Campus Services, for completing the requirements for a Master of Business Administration degree from Stockton University. Ms. Kelleman thanked Dr. Larson, the Board, and Mr. Matthew Kennedy, Associate Vice President of Facilities, for their support.

Commendation

Dr. Larson presented Ms. Mary Troy, Assistant Director of Institutional Research, with a certificate from the Association for Institutional Research for the successful completion of two courses in its Data and Decisions Academy – Foundations of Data Management and Longitudinal Tracking for Institutional Research. Ms. Troy thanked Dr. Larson for his nomination to participate in the Academy, and Ms. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, for her support.

Finance Committee

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

Public Hearing

Ms. Winchester explained that Policy #5300, Tuition and Fees, is being revised to increase tuition from \$112 to \$116 per credit, which will continue to keep OCC's tuition in the bottom quarter of community college rates. She indicated that there is no recommendation to increase most course or technology fees, except for those where expenses are exceeding tuition. This very slight increase in tuition is possible only the College continues to receive generous support from the County of Ocean and because the College continually reviews its expenditures to keep them as low as possible. Mr. Leone commended the administration for continuing to be fiscally conservative in order for tuition and fees to remain as affordable as possible.

With no comments forthcoming, Mr. Thulin closed the public hearing, and the Board unanimously approved the revision to Policy #5300, Tuition and Fees and the Ocean County College FY 2018 Budget was approved.

Policy #5300,
Tuition and Fees,
Revised/Budget
Approved

Upon unanimous roll call vote, the following Finance Committee items were approved:

- The statement of income and expenditures as of December 31, 2016, was accepted.
- A resolution was adopted to approve the FY 2018 capital facilities project funding to the following two projects totaling an estimated \$3,400,000, 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 these projects:
 - The demolition of the College Center (Building 9)
 - The repurposing of the natatorium area of the gymnasium
- A resolution was adopted to appoint Ms. Christine Healey, Director of Purchasing and Payables, as OCC's Public Agency Compliance Officer for 2017 as set forth in New Jersey Statute and Administrative Code at Ocean County College.
- The following contracts were awarded:
 - A maximum of \$17,000 to Stout's Charter Service, Inc., Trenton, New Jersey, for transportation services for OCC athletic teams to travel to sporting events at various locations during the spring 2017 season.

Income/Expendi-
tures AcceptedResolution
Adopted for FY 2018
Chapter 12 FundingResolution Adopted
to Appointment
OCC's Public
Agency Compliance
OfficerContracts
Awarded

- A maximum of \$52,325 to Black Rocket, Freehold, New Jersey, for educational services for Continuing and Professional Education STEM Based Digital Arts/Technology Summer Camps for Kids at Ocean County College.
- A maximum of \$53,082 to Natural Languages, Jersey City, New Jersey, for the first year of an optional two-year contract for professional interpreting services for students with disabilities at Ocean County College.
- Resolutions were adopted to award the following contracts:
 - A maximum of \$32,105.52 to Dell Marketing, LLP, Round Rock, Texas, for the purchase of computer equipment and supplies for use at Ocean County College.
 - A maximum of \$67,160 to Teach By Travel, Inc., East Brookfield, Massachusetts, for travel services for the OCC Study Abroad Course in Ireland from August 4, 2017, through August 13, 2017.
 - A maximum of \$213 per hour to Ellucian Company, LP, Fairfax, Virginia, for the second year of a two-year contract for consulting and professional training services of the Datatel/Colleague Software Consortium Contract at Ocean County College.
 - A maximum of \$30,000 to Dell Marketing, LLP, Round Rock, Texas, for the renewal of the Microsoft software license agreement for use at Ocean County College.
 - For the authorization to set up an account with Better World Books, Mishawaka, Indiana, for the sale of approximately 2,000 books from the Library’s collection at Ocean County College.
 - For the authorization of the subcontract agreement, “Bridging Methodical Gaps for Evaluating Coastal Marsh Restoration Performance, - Mid Atlantic Coastal Wetlands Assessment (MACWA)” Program, for the period of January 26, 2017, through September 1, 2018, administered through the Barnegat Bay Natural Estuary Program at Ocean County College.
- The following contracts were amended:
 - An additional \$3,500, for a maximum total of \$65,330, to NV5-Northeast, Inc., Rahway, New Jersey, for additional testing and inspection services for the construction of the new Health Sciences Building at Ocean County College (contract originally awarded at the April 26, 2016, Board meeting).
 - An additional \$150,000, for a maximum total of \$9,876,000, to Benjamin R. Harvey Company, Inc., Ocean, New Jersey, for change orders for the renovation of the Instructional Building at Ocean County College (contract originally awarded at the November 3, 2016, Board meeting).

Resolutions
Adopted for
Contract Awards

Contracts
Amended

- The Board accepted a \$1,657.50 award from the County of Ocean through a reimbursement grant from the Ocean County Sheriff's Department for the purchase of 100 traffic cones to be used at Ocean County College. Grant Accepted

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 December 7, 2016, and December 21, 2016, were approved: College Senate Items Approved
 - Revised Programs
 - Associate in Arts Degree in Liberal Arts
 - Associate in Science Degree in Public Service
 - Revised Certificate
 - Fire Science Certificate of Proficiency
 - Terminated Programs
 - Associate in Science Degree in Respiratory Care
 - Associate of Applied Science Degree in Respiratory Therapy
 - Revised Courses
 - BIOL 119, Science and the Human Body
 - CHEM 180, Introduction to Chemistry
 - CHEM 182, General Chemistry I
 - CHEM 284, Organic Chemistry II
 - ENGL 260, The Shakespeare Plays I
 - FIRE 255, Fire Protection and Inspection I
 - FIRE 256, Fire Protection and Inspection II
 - FREN 291, Intermediate French I
 - FREN 292, Intermediate French II
 - HIST 171, Western Civilization to 1650
 - HIST 172, Western Civilization from 1650
 - HIST 268, Jewish History and Culture
 - HIST 272, History of Russia
 - HIST 278, History of the Arab World Since World War I
 - HIST 282, Modern Israel
 - MATH 240, Business Calculus
 - MATH 265, Calculus I
 - MUSC 185, Introduction to Jazz History
 - MUSC 190, Introduction to Music Appreciation

- MUSC 192, Music History and Literature to 1750
 - MUSC 193, Music History and Literature 1750 – 1920
 - POLI 161, American Federal Government
 - POLI 162, American State and Local Government
 - POLI 183, Introduction to Political Science
 - POLI 263, Introduction to International Relations
 - PSYC 273, Adolescent Psychology
 - SOCI 230, Women in Society
 - SOCI 238, Race and Ethnicity
 - SPAN 251, Intermediate Spanish I
 - SPAN 252, Intermediate Spanish II
 - THTR 196, Contemporary Theatre
- Revised Courses (Template changes only to meet State requirements)
- ENGL 225, Chinese Literature in Translation
 - ENGL 226, Arabic Literature in Translation
 - ENGL 254, British Literature 1785 to Present
 - ENGL 255, World Literature Ancient through 1600
 - FILM 192, Introduction to Film Genres
 - FILM 200, Understanding Film
 - HIST 280, Modern Latin American History
 - HUMN 200, Modernism and the Arts
 - HUMN 201, Postmodernism and the Arts
 - MATH 191, Precalculus I
 - MATH 192, Precalculus II
 - MATH 201, Precalculus Techniques and Applications
 - MATH 266, Calculus II
 - MATH 270, Discrete Mathematics
 - MATH 275, Linear Algebra
 - MUSC 194, Introduction to World Music
 - PHIL 190, Introduction to Critical Thinking
 - PHIL 191, Introduction to Philosophy
 - PHIL 192, Contemporary Ethical Issues
 - POLI 101, Global Issues
 - POLI 265, Comparative Politics and Government
 - POLI 268, Women and Politics
 - PSYC 278, Life Span Development
 - SPAN 151, Elementary Spanish I
 - SPAN 152, Elementary Spanish II
 - THTR 195, Theatre Appreciation

Buildings and Grounds Committee

Mrs. Novak reported that the renovation to the first floor of the Administration Building is underway in order to accommodate the One-Stop Shop for Student Services, allowing for our student services needs to be addressed in one location. Mrs. Novak also explained that the Instructional Building renovations continue to progress on schedule and furnishing samples for the Health Sciences Building were presented at today’s committee meeting.

Mrs. Novak introduced Mr. Kennedy, who shared that new signage for the campus is currently being prepared. Mr. Kennedy called attention to the fenced off area in parking lot 1, which is a construction drop off spot for the various projects currently underway on campus.

- The Buildings and Grounds Committee Report for December 8, 2016, was unanimously approved. 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 Thursday, February 23, 2017, 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, 2017

The following meetings were scheduled: Meetings Scheduled

Thursday, February 23, 2017	10:00 a.m.	Finance Committee
	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 Public Monthly Meeting

President’s Report

Dr. Larson introduced Ms. Beshara-Blauth, who discussed the first poster session which was held in the Grunin Center Gallery from 8:00 to 9:00 a.m. prior to Colloquium on January 20, 2017. During this informal session, the eight strategies from OCC’s Charting Our New Course were displayed for information and discussion. Ms. Beshara-Blauth was pleased to share that twelve strategy leaders were present and the event was well attended. President’s Report

Dr. Larson introduced the three recipients of the 2016 President’s Excellence Awards who were recognized at Colloquium and shared highlights of each nominee’s outstanding contributions to OCC to support this well-deserved recognition.

- Ms. Sheena Hartigan, CRM Administrator – Department-Wide Level Award
- Ms. Bridget Everett, Academic Affairs Technician – Division-Wide Level Award
- Mr. Lenny Mannino, Associate Director of Building Maintenance – College-Wide Level Award

Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, who discussed the Winter/Spring 2017 Edition of “Ocean Views.” Ms. Kirsten explained the new format and thanked Mr. Scott Bruinooge, Manager of Graphic Design, for his outstanding work on this publication, which is mailed to 21,000 alumni, faculty, and staff.

Dr. Larson introduced two new staff members: Ms. Kayci Clayton, Manager of Grants, and Ms. Lori Harris-Ransom, Dean of Academic Services.

Following the request by Mr. Thulin for public comments, Dr. David Bordelon, Associate Professor of English and President of the Faculty Association, shared with the Board recent faculty achievements, including one faculty member who was a keynote speaker at a Lakewood Chamber of Commerce meeting and another who presented at an international Alzheimer’s event in Ottawa. Dr. Bordelon was also pleased to find that the faculty and Board members have similar thoughts in regard to the revision of the OCC mission statement. In response to Mrs. Novak’s inquiry regarding the Book Club, Dr. Bordelon shared there are between 10 – 20 active members, including a strong community presence.

Public Comments

With no further comments from the Board members or the public, the meeting adjourned at 1:20 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President