



## **BOARD OF TRUSTEES**

### **Regular Meeting**

#### **Minutes**

**February 23, 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, February 23, 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. Jerry Dasti, Mr. Thomas Monahan, Dr. Judith 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 January 26, 2017, Board of Trustees closed sessions and public meetings were unanimously approved.

Minutes Approved

#### Presentations/Commendations

Dr. Larson introduced Ms. Ilene Cohen, Executive Director of Judicial Affairs and Athletics, who then introduced Ms. Emily Steinberg, who was recognized as the OCC Woman of the Year at the National Girls and Women in Sports Day celebration held on January 29, 2017, at Seton Hall University. Ms. Steinberg said she was honored to receive the award, and she thanked the Athletics Department for the nomination.

Commendation

Ms. Cohen also introduced Mr. Scott Royer, Athletic Trainer/Coordinator, who in turn, introduced Ms. Courtney Hagerman, women's basketball player, who holds the single-game scoring record with 48 points against Nassau Community College on January 19, 2017, and Mr. Michael Goldman, men's basketball player, who scored the 1,000<sup>th</sup> point of his OCC career on February 21, 2017, against Atlantic Cape Community College.

Finance Committee

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

- The statement of income and expenditures as of January 31, 2017, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contracts Awarded
  - A maximum of \$259,000 to Spartan Construction, Inc., South Amboy, New Jersey, for professional masonry repairs to the Library at Ocean County College.
  - A maximum of \$27,453 to Leading Engineering Technologies, Brielle, New Jersey, for the purchase of survey equipment and hydraulics training equipment for use in the School of Science, Technology, Engineering, and Mathematics (STEM) program at Ocean County College.
  - A maximum of \$25,000 to Super Science Programs for Kids, LLC, Hackettstown, New Jersey, for educational services for Continuing and Professional Education STEM-based Summer Camps for Kids at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted
  - A maximum of \$21,375 to Toms River Regional Schools Board of Education, for a sponsorship agreement for advertising to increase student enrollment at Ocean County College.
  - A maximum of \$25,000 to Cleary Giacobbe Alfieri and Jacobs, LLC, Matawan, New Jersey, for professional legal services from February 23, 2017, through February 22, 2018, at Ocean County College.
  - A maximum of \$48,000 to CDW Government, Vernon Hills, Illinois, for the renewal of the technical support and maintenance of the CommVault Software at Ocean County College.
  - A maximum of \$21,154.08 to SHI International Corporation, Somerset, New Jersey, for a one-year renewal of Kaspersky security licenses for use at Ocean County College.
- A resolution was adopted to authorize an e-learning program between Ocean County College and Hudson County Community College, as defined in the “Guidelines for e-Learning Courses Hosted by Hudson County Community College and Provided by Ocean County College,” from March 1, 2017, through December 31, 2017. Resolution Adopted  
OCC/HCCC  
e-Learning Program

- The following contracts were amended:
  - An additional \$4,500, for a maximum total of \$34,140, to Patron Technology, New York, New York, for the creation of a separate Box Office ticketing system account for the Planetarium at Ocean County College (contract originally awarded at the March 28, 2016, Board meeting).
  - An additional \$60,000, for a maximum total of \$190,000, to PIP Printing, Brick, New Jersey, for offset printing services for additional projects at Ocean County College (contract originally awarded at the May 23, 2016, Board meeting).
  - An additional \$20,000, for a maximum total of \$48,000, to Madison Plumbing, Heating, and Industrial Supply, LLC, Madison, New Jersey, for additional miscellaneous plumbing supplies at Ocean County College (contract originally awarded at the August 25, 2016, Board meeting).

Contracts Amended

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 meeting on February 1, 2017, were approved:
  - Revised Policy
    - Policy #5410, Students, Registration, Credit for Prior Learning
  - Obsolete Courses
    - HEHP 212, Martial Arts for Advanced Students
    - HONR 280, Honors Interdisciplinary Seminar
    - HONR 281, Honors Research Project
    - MATH 001, Basic Mathematics
    - MATH 147, Business Mathematics I
    - MATH 149, Mathematics of Finance
    - MUSC 140, Jazz Ensemble Studies I
    - MUSC 141, Jazz Ensemble Studies II
    - MUSC 240, Jazz Ensemble Studies III
    - MUSC 241, Jazz Ensemble Studies IV

College Senate Items Approved

Buildings and Grounds Committee

Mrs. Novak reported that the Health Sciences Building construction is progressing nicely.

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

Building/Grounds Report Accepted

Personnel Committee

Mr. Leone, Chair, discussed the recent appellate court decision regarding RICE notices. He explained that, based on counsel advice, the College will comply by sending notices to employees for both favorable and unfavorable employment decisions

Mr. Leone then 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, March 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 -  
March 23, 2017

The following meetings were scheduled:

Meetings  
Scheduled

<b>Thursday, March 23, 2017</b>	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 Mr. Salim Hussien, Director of International Partnerships, and Ms. Yessika Garcia-Guzman, Assistant Director of Financial Aid, who reported on their visit to the Dominican Republic with Mr. Jeff Harmon, Associate Vice President of e-Learning and Learning Enterprises, and Ms. Jennifer Evans, College Lecturer II in Marketing, where they explored various partnership opportunities. These meetings would not have been made possible without the assistance of Mr. Mark Wilson, Director of Cultural Affairs, who promoted OCC in his conversations with the founder of a nonprofit organization who suggested outreach to the Dominican Republic.

President's  
Report

Mr. Leone commended Mr. Wilson and Mr. Harmon for taking the initiative in this and other projects which highlight the college.

Mr. Jack Kelnhofer, Dean of e-Learning, and Ms. Maria Potter, College Lecturer II, e-Learning and Middle Eastern Studies, discussed the growth of the online language course programs. The college currently offers online courses in twelve of the top world languages through a partnership with Rosetta Stone, providing twenty-seven language course options. In addition, OCC was approached by the New Jersey National Guard to provide specialized linguistic training in Tunisian Arabic through a specialized course offering. These online language courses are being marketed to high school students through a flyer prepared by Mr. Scott Bruinooge, Manager of Graphic Design.

Mr. Wilson reviewed upcoming shows in the Jay and Linda Grunin Center for the Arts and was very pleased to report that ticket sales have seen tremendous growth over the last three years as a result of expanded and more diverse programming. He highlighted the new daytime programming through a partnership with the Ocean County Cultural and Heritage Association which involves public schools. This is a great way for the Grunin Center to connect with area high school students and bring them to campus. Mr. Wilson also shared future initiatives, which include a Joint Base 100-year celebration and a partnership with the Count Basie Theatre.

Dr. Larson updated the Board on the recent Ain Shams University guests who visited OCC earlier this month. Dr. Abd El-Wahab Mohamed Ezzat, President, Dr. Amr El Atraby, Dean, School of Business, and Dr. Sayed El Sayed, Associate Dean for Graduate Studies and Research, together with Dr. Larson, Mr. Harmon, and Dr. Maysa Hayward, Dean of Instructional Outreach, met with the presidents of Kean University and Thomas Edison State University, to discuss partnership agreements. Meetings in Trenton and Washington, D.C., were also held with New Jersey Secretary of Higher Education Rochelle Hendricks, and Mr. Oliver John, Deputy Director, Office of Egyptian Affairs, U.S. Department of State.

Dr. Hayward shared with the Trustees the itinerary for the upcoming trip to Egypt. Joining Dr. Larson and Dr. Hayward will be Mr. Hatem Akl, Chief Information Officer, Mr. Harmon, and Mr. Hussien. They will visit Aham Canadian University, Ain Shams University, The American University in Cairo, the Arab Academy for Science, Technology, and Maritime Transport, and IMI. Dr. Hayward expects this to be a productive trip, resulting in the expansion of existing partnerships and additional signed agreements.

With no further comments from the Board members or the public, the meeting adjourned at 1:36 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President