



**BOARD OF TRUSTEES
AGENDA**

**FEBRUARY 27, 2025
3:30 p.m.**

- I. **CALL TO ORDER**
- II. **ANNOUNCEMENT OF PUBLIC MEETING**
- III. **ROLL CALL**
- IV. **PLEDGE OF ALLEGIANCE**
- V. **RECOMMEND APPROVAL OF MINUTES OF THE JANUARY 23, 2025, AND FEBRUARY 13, 2025, BOARD OF TRUSTEES CLOSED SESSIONS AND PUBLIC MEETINGS** ***Bd. Action***
- VI. **PRESENTATIONS/COMMENDATIONS**
- VII. **PUBLIC COMMENTS (prior to committee reports)**

VIII. **COMMITTEES**A. **Finance Committee*****(Mr. Frank Dupignac, Chairperson)****(Ms. Sara Winchester, Executive Vice President of Finance and Administration)*

1. **Recommend approval of business/finance actions as presented (Exhibit A)**

Bd. ActionB. **Bylaw, Policy, and Curriculum Committee*****(Mrs. Joanne Pehlivanian, Chairperson)****(Dr. Eileen Garcia, Vice President of Academic Affairs)*

1. **Recommend approval of bylaw, policy, and curriculum actions as presented (Exhibit B)**

Bd. ActionC. **Buildings and Grounds Committee*****(Mrs. Linda Novak, Chairperson)****(Mr. James Calamia, Assistant Vice President of Facilities)*

1. **Recommend approval of buildings and grounds items as presented (Exhibit C)**

Bd. ActionD. **Personnel Committee*****(Mr. Stephan Leone, Chairperson)****(Ms. Sara Winchester, Executive Vice President of Finance and Administration)*

1. **Recommend approval of personnel actions as presented**

Bd. ActionE. **Student Experience Committee***(Dr. Gerald Racioppi, Vice President of Student Affairs)*

IX. **MISCELLANEOUS**

- A. **Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, March 27, 2025, at 3:00 p.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation, the results of which will be released to the public when the need for confidentiality no longer exists** **Bd. Action**

X. **PRESIDENT'S REPORT**XI. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, MARCH 27, 2024**

- | | |
|---|---|
| 1. Bylaw, Policy, and Curriculum Committee | Time: 1:30 p.m.
Place: Conference Room A&B and via Webex |
| 2. Finance Committee | Time: 1:30 p.m.
Place: Conference Room A&B and via Webex |
| 3. Buildings and Grounds Committee | Time: 2:00 p.m.
Place: Conference Room A&B and via Webex |
| 4. Student Experience Committee | Time: 2:30 p.m.
Place: Conference Room A&B and via Webex |
| 5. Personnel Committee | Time: 2:30 p.m.
Place: Conference Room A&B and via Webex |

6. Entire Board

Time: 3:00 p.m.
Place: Conference Center and
via Webex
Purpose: Caucus Meeting—Personnel,
Pending Litigation, and
Collective Bargaining

7. Entire Board

Time: 3:30 p.m.
Place: Conference Center and
via Webex
Purpose: **Regular Public Monthly Meeting**

XII. PUBLIC COMMENTS

XIII. ADJOURNMENT

This agenda includes all items that are known at this time.



BOARD OF TRUSTEES

Regular Meeting

Minutes

January 23, 2025

<p>The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 3:30 p.m. on Thursday, January 23, 2025, by Mr. Jerry Dasti, Chair, in room 102 of the Conference Center on the College campus and via Webex.</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. This meeting was announced on January 17, 2025, 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.</p>	<p>Public Meeting Announcement</p>
<p>Those in attendance were Mr. Dasti, Mr. Frank Dupignac, Mr. Moshe Bender, Mr. Robert Fall, Ms. DiAnne Gove, Ms. Susan Naples, Mr. Joseph Teichman, Mr. Steven Zabarsky, Ms. Chyenne Severin, Mr. Jack Sahradnik, Dr. Pamela Monaco, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, and Mrs. Connie Bello. Also in attendance was Commissioner Jennifer Bacchione.</p>	<p>Attendance</p>
<p>Mr. Dasti welcomed Commissioner Jennifer Bacchione, who thanked Mr. Dasti for the warm welcome and noted she looks forward to the County's continued help to the College.</p>	
<p>The minutes of the December 5, 2024, Board of Trustees closed session and public meetings were approved by roll call vote with an abstention from Mr. Dasti.</p>	<p>Minutes Approved</p>
<p>Dr. Monaco introduced Ms. Mary Granahan, Television Production Director, and recent recipient of a President's Award for Excellence, who thanked the TV Studio staff for the nomination and the College Administration for the award. Ms. Granahan then shared a video montage from "Shore to Support," which highlights two community organizations focusing on one topic each month that are working to enhance the Ocean County community through charitable efforts. The program can be seen on Ocean TV-20, FIOS 24, and the College's YouTube channel, which expands the target audience reach nationwide. Students of the Viking Video Club volunteer to be involved in the production, which Ms. Molly LaPosa, Broadcast Operations and Program Coordinator, now serves as Producer.</p>	<p>Presentations</p>

Dr. Monaco introduced a recommendation to adopt a resolution proclaiming February 2025 as Black History Awareness Month at Ocean County College. The resolution was adopted upon unanimous roll call vote.

Resolution
Adopted to
Proclaim February
2025 as Black
History
Awareness Month

Dr. Monaco introduced Ms. Jan Kirsten, Executive Director of College Relations, and Ms. Maureen Conlon, Associate Director of Web Services, who shared with the Trustees a tour of the new College website and highlighted some of the revisions.

Upon a request for public comments by Mr. Dasti, Dr. David Bordelon, Professor of English and FAOCC President, shared comments on student learning from faculty across the disciplines, whereby many students are drawn to college for a deeper sense of meaning and purpose and how those aspirations can drive student persistence.

Public Comments

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. The Finance Agenda was then approved unanimously as amended upon roll call vote, with Mr. Dupignac calling attention to the contract awards for the new Administration Building and the Grunin Center Lobby Expansion project. Mr. Dasti recognized Commissioner Sadeghi and thanked the County for Chapter 12 funding of these projects.

➤ The statement of income and expenditures as of December 31, 2024, was accepted.

Income/Expendi-
tures Accepted

➤ The following contracts were awarded:

Contracts Awarded

➤ A maximum of \$10,287,700 to Newport Construction Management Corporation, Pennsauken, New Jersey, for general contractor construction services for a new Administration Building at Ocean County College.

➤ A maximum of \$9,137,000 to Shorelands Construction, Inc., Monmouth Beach, New Jersey, for general contractor construction services for the Grunin Center Lobby Expansion project at Ocean County College

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted
for Contract Awards

➤ A maximum of \$50,000 to EdCERT, LLC, New York, New York, for an eleven-month contract from January 23, 2025, through December 31, 2025, for the purchase of Student Recovery Support Program online certification courses for full-time and adjunct instructors at Ocean County College.

➤ A maximum of \$19,500 to Education Computer Systems, Inc. (ESCI), Warrendale, Pennsylvania, for the preparation and issuance of IRS 1098-T forms to students at Ocean County College.

- A maximum of \$23,052 to Fastenal Company, Lakewood, New Jersey, for the purchase of snow removal and salting materials for use by the Facilities Department at Ocean County College.
- A maximum of \$39,561.60 to SHI International Corporation, Somerset, New Jersey, for the first year of a three-year agreement from December 13, 2024, through December 12, 2025, for the renewal of the VMware Licensing software for use at Ocean County College.
- A maximum of \$21,156.98 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for the purchase of an Analog Voice Gateway for the voice over IP system at Ocean County College.
- A maximum of \$23,660.50 to Dell Marketing, LP, Round Rock, Texas, for the purchase of Chromebooks for students who are in need through the Bond Act, as part of the Library Modernization Project at Ocean County College.
- A maximum of \$30,000 to County of Ocean, Toms River, New Jersey, for a twelve-month agreement for street sweeping services from January 1, 2025, through December 31, 2025, at Ocean County College.
- A maximum of \$80,735.93 to SHI International Corporation, Somerset, New Jersey, for a three-year license renewal and technical support from February 27, 2025, through February 26, 2028, of the CommVault software subscription through the NJEdge.net Consortium at Ocean County College.
- A maximum of \$48,671.69 to SHI International Corporation, Somerset, New Jersey, for a one-year contract from March 1, 2025, through February 28, 2026, for the renewal of the Microsoft Software Campus Volume License Agreement through the NJEdge Microsoft Licensing Consortium for use by the Office of Information Technology at Ocean County College.
- A maximum of \$25,000 to Access Training Services, Inc., Pennsauken, New Jersey, to provide environmental health and safety training programs from January 23, 2025, through June 30, 2025, offered through the Workforce and Professional Education (WPE) Department at Ocean County College.
- The following contracts were amended:
- An additional \$2,175, for a maximum total of \$18,817.27, to Aspire Technology Partners, LLC, Eatontown, New Jersey, for additional audio/visual services and various equipment for the Library Modernization Project at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$9,920, for a maximum total of \$25,851, to Daktronics, Brookings, South Dakota, for the professional installation of two athletic scoreboards at Ocean County College (initial contract was under threshold and did not require Board approval).

Contracts Amended

- An additional \$24,000, for a maximum total of \$59,000, to CB Education Consulting, LLC, Freehold, New Jersey, for additional Dental Hygiene Program Consultant Services at Ocean County College (contract originally awarded at the November 7, 2024, Board meeting).
- An additional \$23,109.41, for a maximum total of \$1,668,900, to G Meyer Group, Manasquan, New Jersey, for removal and/or modification of existing piping and ducts as part of the Grunin Center Music Practice Room renovation project at Ocean County College (contract originally awarded at the November 7, 2024, Board meeting).
- An additional \$14,300, for a maximum total of \$30,100, to Shade Environmental, LLC, Maple Shade, New Jersey, for professional asbestos abatement services for the Grunin Center Music Practice Room project through the Hunterdon County Educational Services Commission (HCESC) cooperative contract at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$4,700, for a maximum total of \$84,200, to CliftonLarsonAllen, LLP, King of Prussia, Pennsylvania, for financial reporting relating to the implementation of Governmental Accounting Standards Board (GASB) statements 87 and 96, financial reporting for leases and subscription-based information technology arrangements (SBITAs) as part of the professional auditing services at Ocean County College (contract originally awarded at the November 7, 2024, Board meeting).
- The following contracts were rescinded:

Contracts
Rescinded

 - The contract awarded at the November 7, 2024, Board meeting, to SHI International Corporation, Somerset, New Jersey, as the vendor notified the College after the award that the quote had expired and they were unable or unwilling to extend. A new agreement through the NJEdge Consortium Contract is to be awarded to the same vendor under a new quote.
 - The contract awarded at the November 7, 2024, Board meeting, to National Asbestos and Environmental Training Institute, Inc., Mine Hill, New Jersey, due to repeated delays and non-fulfillment of services by the vendor as outlined in the agreement. The vendor has been notified in writing of the termination of the aforementioned agreement.
- The Board accepted a \$5,742,966 SCCT Grant (Strengthening Community College Training) over 4 years, with OCC to receive \$2,835,868 over 4 years, for the Health First New Jersey (HFNJ), a consortium of Ocean County College (OCC), Middlesex College (MC), and Atlantic Cape Community College (ACCC), led by OCC, to increase the number of highly skilled healthcare workers in the region's healthcare and healthcare information technology (IT) industry sector, providing guided career pathways aligned to employment data from the New Jersey Department of Labor and Workforce Development (NJDOLE). The project's geographic scope includes four (4) New Jersey counties (Atlantic, Cape May, Middlesex, and Ocean) and 97 municipalities. Project Manager: Dr. Joseph Konopka, Vice President, Workforce Development and Strategic Partnerships. Funding Period: February 1, 2025, through January 31, 2029.

Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Garcia noted the Bylaw, Policy, and Curriculum Committee met with Senate representatives Dr. David Bordelon and Ms. Caroline Brittain to review the committee agenda. The Board approved the agenda unanimously as amended by roll call vote:

- New Policy New Policy
 - Policy #2120, Administration, Organization, Lines of Responsibility
- The following items, as accepted by the College Senate at its meeting on December 19, 2024, were approved unanimously upon roll call vote: College Senate
Items Approved
 - New Certificate New Certificate
 - Certificate of Proficiency, Liberal Arts and Sciences
 - Inactivated Courses Inactivated Courses
 - HHAW 101, Alternative Therapies in Health and Wellness
 - HHAW 102, Environmental Harmony: A Holistic Approach
- The Board approved the temporary suspension of Policy #8600, Campus Safety and Security, Alcohol and Substance Abuse, for the Ocean County College Foundation Scholarship Celebration on Friday, June 27, 2025, on the Ocean County College Campus Mall from 6:00 p.m. to 10:00 p.m. Policy #8600
Suspended

Buildings and Grounds Committee

In the absence of Mrs. Novak, Mr. James Calamia, Assistant Vice President of Facilities, provided an update on several ongoing projects, including the new Administration Building, Grunin Center Lobby Expansion, Parking Lot repaving, Grunin Music Practice Rooms, and Allied Health Programs. The Buildings and Grounds Report for January 23, 2025, was then unanimously accepted upon roll call vote. Building/Grounds
Committee Report
Accepted

Personnel Committee

In the absence of Mr. Leone, Ms. Winchester presented the Personnel Report, which was unanimously approved as submitted upon roll call vote. Personnel Report
Approved

Student Experience Committee

Dr. Racioppi shared the Student Experience Committee, including student William Alonso Felipe, discussed concerns from the athletes regarding vans, laundry detergent, and request for a track by the Cross-Country team. Students also shared concerns regarding availability of space in the Helping Hands Food Pantry. The pantry is very crowded with many students visiting throughout the day. Dr. Racioppi has asked for a report on the number of visits and is working with Mr. Calamia to see if a larger space is available on campus to accommodate the high volume of users. Student Experience
Committee Report

Dr. Racioppi shared the Tutoring Center will be asked to provide an update at the February 27, 2025, committee meeting.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted for the Board of School Estimate members for 2025:

Resolution Adopted
for Board of School
Estimate Members

- Mr. Jerry Dasti, Chair of the Board of Trustees
- Mr. Frank Dupignac, Jr., Chair of the Board of Trustees Finance Committee

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on February 23, 2025, 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
February 27, 2025

The following meetings were scheduled:

Meetings
Scheduled

Thursday, February 13, 2025	1:45 p.m.	Board Retreat
Thursday, February 27, 2025	1:30 p.m.	Finance Committee
	1:30 p.m.	Bylaw, Policy, and Curriculum Committee
	2:00 p.m.	Buildings and Grounds Committee
	2:30 p.m.	Student Experience 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 will attend the ACCT Legislative Summit February 9 to 12, 2025, in Washington, D.C., with Trustees DiAnne Gove and Cheyenne Severin. Dr. Monaco has been asked to lead the New Jersey County College contingent when meeting with Congressman Chris Smith. A full update will be shared with the Trustees at the February 27, 2025, Board meeting.

President's Report

A welcome for new ESL students was held in the Technology Building. A second room was needed to accommodate all attendees, due to the overwhelming response. Those attending learned about resources available through the Library. Dr. Monaco commended Ms. Donna Rosinski-Kauz, Dean of Library and Learning Resources, and the Library staff for their work on this event.

PTK Tau Iota members are working on their Honors in Action project for this year, which involves an effort to restore the Citta/Sambol Arboretum. The PTK organization has granted approval to the Tau Iota chapter to continue this project to the next phase.

Ms. Jan Kirsten discussed the Fall/Winter 2024 edition of "Ocean Views," which was distributed to the Trustees. This edition highlights Dr. Tara Chalakani, CEO of Preferred Behavioral Health, and Ms. Cheyenne Severin, Alumni Trustee. Ms. Kirsten recognized Ms. Olivia Butera, Communications Intern and Staff Writer, for her contributions to the issue.

Dr. Jerry Racioppi reported Spring 2025 enrollment is down 220 students (-3.76%) and 2,435 credits (-4.12%) as compared to last year. With increases to Early College Enrollment, up 119 students (+6.04%) and credits 2,196 (+17.61%), 2025 fiscal year enrollment is currently ahead 115 students as compared to 2024, but down 1% in credits registered. The category of students that make up the majority of the deficit are white males, which is a nationwide trend for colleges. Commissioner Bacchione acknowledged the economy is pushing students to gain employment rather than pursue a college degree.

Commissioner Frank Sadeghi shared an update on the meetings held to increase Ocean County Vocational Technical offerings on campus, helping residents to be workforce ready. Conversations will continue in order to create a strong partnership between OCC and OCVTS providing options to those interested in trade opportunities.

Dr. Konopka shared Workforce and Professional Education at OCC was one of 18 lead colleges to receive a \$5,742,966 four-year Strengthening Community College Grant award to support Health First New Jersey, a consortium of Ocean County College, Middlesex College, and Atlantic Cape Community College. The grant will increase the number of highly-skilled healthcare workers in the region's healthcare and healthcare information technology industry sectors. Dr. Konopka commended the Workforce and Professional Education and Grants team and Ellucian for their input in securing this grant.

Ms. Donna Rosinski-Kauz, College Senate Chair, shared the Senate Bylaw Revision Committee has met with Dr. Monaco and the Vice Presidents to discuss the proposed amendment. An additional meeting will be scheduled as part of the ongoing process. The next step will be to present at future Cabinet Connection meetings to receive College community input.

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

- The annual appeal raised over \$148,000, with thanks to support from OceanFirst Bank and the Prima Foundation.
- The Foundation art collection has installed a piece by McPeak in the Student Enrollment Building.
- The Legacy Campaign's latest newsletter is currently in the design phase and will highlight contributions of Barbara Hierung, Foundation Board Chair from 1994 through 1999, and Helen Reid, founding member of the Ocean County College Board of Trustees.
- Spring semester scholarship awards continue to be distributed. Mr. Malagiere commended Ms. Lisa Hussain, Foundation Advancement and Database Coordinator; Ms. Ellen Schaffer, Assistant Manager of Accounts Receivable; and Ms. Angela Stephen, Bursar.

Mr. Malagiere shared the Spring and Fall 2025 Blauvelt Lecture Series, which include:

- David Hogg, March 27, 2025
- Tiki Barber, June 5, 2025
- Retired Admiral James G. Stravitis, October 8, 2025

Upcoming events include:

- Annual Summer Scholarship Celebration, Friday, June 27, 2025, honoring Ms. Mary Lancaster, Comptroller, and the Gia Maione Prima Foundation.

Lastly, Mr. Malagiere thanked the Trustees for moving the Grunin Lobby expansion project forward.

Upon a request for public comments, Ms. Heidi Sheridan, Executive and Artistic Director, Grunin Center, also thanked the Trustees for approving the Grunin Lobby expansion project.

Public Comments

Bernard Graham, a student present, agreed to the economic concerns facing students as discussed by Dr. Racioppi. He also shared the belief that the traditional student values one-on-one interaction with instructors. Bernard discussed concerns students face regarding transfer to Rutgers University not accepting all community college credits. Dr. Monaco responded that Dr. Francine Conway, the new Chancellor of Rutgers New Brunswick, is aware of these challenges and has pledged to work with all 18 New Jersey Community Colleges. Dr. Monaco urges students to make appointments to discuss their concerns with the Dean of Transfer at Rutgers, as many students have had success.

With no further comments from the Board members or the public, the meeting adjourned at 4:45 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President



**BOARD OF TRUSTEES
Public Retreat/Meeting**

**Minutes
February 13, 2025**

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 2:03 p.m. on Thursday, February 13, 2025, by Mr. Jerry Dasti, Chair, in Room 102 of the Conference Center on the College campus and via Webex.	Call to Order
The announcement of public meeting was made by Mrs. Jodi Heitmann in compliance with the Open Public Meetings Act of 1975. This special meeting was announced on February 6, 2025, 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, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Moshe Bender, Ms. DiAnne Gove, Mr. Joseph Teichman, Ms. Cheyenne Severin, Mr. Jack Sahradnik, Mr. Matthew Thompson, Dr. Pamela Monaco, and Mrs. Jodi Heitmann.	Attendance
The pledge of allegiance was recited by all those in attendance.	Pledge of Allegiance
Upon a request for public comments by Mr. Dasti, there were no comments from the public at this time.	Public Comments
A resolution was introduced and adopted upon unanimous roll call vote to move into a closed meeting for the purpose of discussing personnel matters, collective bargaining, and pending and anticipated litigation. The results of the meeting will be released to the public when the need for confidentiality no longer exists. The length of the closed session is estimated to be approximately ninety minutes, after which the public meeting will resume and adjourn.	Resolution Adopted for Closed Meeting
At 2:06 p.m., the trustees moved to a closed session; at 2:26 p.m., the closed session ended, and the public meeting resumed.	Public Meeting Resumed
The next public meeting of the Board of Trustees is scheduled for Thursday, February 27, 2025, at 3:30 p.m. in the Conference Center and via Webex.	
Mr. Dasti requested comments or inquiries from members of the public, and none were received.	Public Comments

With no further comments from the Board members or the public, the public meeting adjourned at 2:27 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant, Operations
Office of the President