



## BOARD OF TRUSTEES

### Regular Meeting

#### Minutes

July 27, 2017

- The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:35 p.m. on Thursday, July 27, 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. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Joe Teichman, Ms. Melanie Fernandez, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, and Associate Vice President Lisa DiBisceglie. Attendance
- The oath of office to serve on the Ocean County College Board of Trustees was administered by Mr. Jack Sahradnik to Ms. Melanie Fernandez, who was selected to serve as the student/alumni representative on the Board of Trustees from July 1, 2017, through June 30, 2018. The trustees welcomed Ms. Fernandez to the Board. Swearing In
- The minutes of the June 29, 2017, and July 13, 2017, Board of Trustees closed sessions and public meetings were unanimously approved. Minutes Approved
- Presentation
- Dr. Larson introduced Ms. Jan Kirsten, Executive Director of College Relations, who discussed the Summer/Fall Edition of "Ocean Views." Ms. Kirsten thanked Mr. Scott Bruinooge, Manager of Graphic Design, Ms. RoseAnn D'Urso, Manager, Promotional Planning, and Ms. Juliet Kaszas-Hoch, e-Learning Adjunct Assistant Professor of English, for their outstanding work on this publication. Presentation

Finance Committee

The following Finance Committee items were approved, as amended:

- The statement of income and expenditures as of June 30, 2017, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contracts Awarded
  - A maximum of \$42,576.45 to Products Unlimited, Inc., Justin, Texas, for the purchase of Nursing Teaching and Training Solution Headwalls for the new Health Sciences Building at Ocean County College.
  - A maximum of \$15,000 to General Printing and Design, Inc., d/b/a Global Printing and Packaging and Global Datebooks, Southborough, Massachusetts, for the printing of the annual calendar/student handbook for 2017/18 at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted
  - To identify a qualified pool of contractors for environmental services as needed at Ocean County College.
  - To identify a qualified pool of vendors for audio visual design services as needed at Ocean County College.
  - A maximum of \$32,178 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of database subscriptions for use in the Library at Ocean County College.
  - A maximum of \$34,610 to West Publishing Corporation, Eagan, Minnesota, for the purchase of miscellaneous books and Internet database subscriptions for use in the Library at Ocean County College.
  - A maximum of \$87,585.60 to EBSCO Industries, Inc., d/b/a EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions for use in the Library at Ocean County College.
  - A maximum of \$49,219.30 to NJEDGE.NET, Newark, New Jersey, for the purchase of Internet database subscriptions and service fees for use in the Library at Ocean County College.
  - A maximum of \$200,342.34 to Instructure, Inc., Salt Lake City, Utah, for the second year of a three-year contract for the purchase of a Canvas Learning Management System, through NJEdge.net, for use at Ocean County College.
  - A maximum of \$37,000 to Yankee Book Peddler, Inc., Birmingham, Alabama, for the purchase of books for use in the Library at Ocean County College.

- A maximum of \$30,030 to The College Board-OALS, New York, New York, for the purchase of Accuplacer Tests for use by the Testing Center at Ocean County College.
- A maximum of \$65,000 to various vendors through the New Jersey County College Joint Purchasing Consortium for the purchase of instructional and non-instructional medical supplies and equipment for use at Ocean County College.
- To adjust the contract awarded to Barnes and Noble Education, Inc., d/b/a Barnes and Noble College Booksellers, LLC, Basking Ridge, New Jersey, to reduce the FY17 commission to Ocean County College by \$98,498.75, thereby accepting the final adjusted commission total of \$726,501.25 from Barnes and Noble for FY17 (contract originally awarded at the March 28, 2016, Board meeting).
- The following contracts were amended: Contracts Amended
  - An additional \$2,051.28, for a maximum total of \$31,333.06, to Dell Marketing, LLP, Round Rock, Texas, for the purchase of an additional module to the software license agreement for use at Ocean County College (contract originally awarded at the January 26, 2017, Board meeting).
  - An additional \$12,000, for a maximum total of \$52,000, to Rising Star Distribution, Inc., Ocean, New Jersey, and Aramark Work Apparel, Norwell, Massachusetts, for professional promotional items to be used by various departments at Ocean County College (contract originally awarded at the November 3, 2016, Board meeting).
  - An additional \$4,000, for a maximum total of \$51,450, to Bowman and Company, LLP, Voorhees, New Jersey, for additional professional auditing services at Ocean County College (contract originally awarded at the April 27, 2017, Board meeting).
- The Board accepted a \$2,750 grant award from the Mid-Atlantic Arts Foundation: Grant Accepted  
ArtsConnect, to support the Grunin Center for the Arts production of *Black String, a South Korean Musical Group*, in partnership with Stony Brook University and the lead presenter – Flushing Council on Culture and the Arts a/k/a Town Hall in Flushing, Queens. Project Period: January 25, 2018. Project Director: Mr. Mark Wilson, Director of Cultural Affairs.

#### Bylaw, Policy, and Curriculum Committee

Mr. Monahan introduced Dr. DiBisceglie, who discussed the pilot program regarding Praxis testing, which will allow community college students to transfer 12 education credits, increased from 6 that are currently accepted by senior institutions. Mr. Monahan then presented the Bylaw, Policy, and Curriculum Agenda, which was approved upon unanimous roll call vote:

- 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 following events:
  - The Academic Affairs Lecturer Institute Reception on Tuesday, August 29, 2017, from 3:30 p.m. to 5:00 p.m. in the Gateway Building.
  - The Blauvelt Lecture Series Reception featuring Jon Meacham, sponsored by the Ocean County College Foundation, on Monday, October 23, 2017, from 5:30 p.m. to 7:00 p.m., in the Grunin Center Gallery.
  - The Blauvelt Lecture Series Reception featuring Erin Brokovich, sponsored by the Ocean County College Foundation, on Monday, October 23, 2017, from 5:30 p.m. to 7:00 p.m., in the Grunin Center Gallery.

Policies  
Suspended

Buildings and Grounds Committee

Mrs. Novak reported that summer cleanup of the campus is underway and installation of the new campus way-finding signage is nearly complete. Mrs. Novak acknowledged the hard work of the Facilities Department on these projects. The Performing Arts Academy plans are nearly complete and will be available at the August Board of Trustees meeting. The Health Sciences Building is coming along nicely and continues to be on schedule and within budget.

- The Buildings and Grounds Committee Report for July 27, 2017, was unanimously accepted.

Building/Grounds  
Report Accepted

Personnel Committee

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

Personnel Report  
Approved

President's Report

Dr. Larson introduced Dr. Maysa Hayward, Dean of Instructional Outreach, who discussed the upcoming four-week training program that she will conduct together with Mr. Hatem Akl, Chief Information Officer, and Mr. Salim Hussien, Director of International Partnerships, in Egypt for professors and students at three Egyptian institutions. Dr. Abd El Wahab Ezzat, Ain Shams President, and Dr. Hussein Eissa, former President of Ain Shams and current Member of the Egyptian Parliament, will visit OCC from August 9 to 16, 2017. Meetings are scheduled with Kean University and NJIT to discuss additional programs and cooperative efforts.

President's  
Report

Mrs. Novak acknowledged the recent production by the Ocean County College Repertory Theatre, The Hunchback of Notre Dame. Mrs. Novak commended Mr. Paul Chalakani,

College Lecturer II, Communications/Theatre, and Dr. Elizabeth Brierley, Associate Professor of Humanities, who directed this fine production. Mr. Leone echoed Mrs. Novak’s praise and suggested Mr. Chalakani and Dr. Brierley attend an upcoming Board meeting to discuss the program.

Mr. Fall discussed the new Foundation/OCC promotion video recently produced. Mr. Fall expressed the need for a speaker’s bureau to take the video to area clubs, senior developments, area Chambers of Commerce, and religious and non-religious groups to highlight the first-class education provided by the college.

Mr. Thulin acknowledged the OCC Jazz Band CD that was distributed to the Trustees at today’s meeting.

Mr. Thulin and Dr. Larson welcomed back Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, who reported that two new undergraduate programs in health and physical therapy are available, in addition to a BS in Management with Entrepreneur option. An expansion to the graduate options is also being pursued. Dr. Kubow shared enrollments and applications are up 10% from last year.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, August 24, 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 - August 24, 2017

The following meetings were scheduled:

Meetings Scheduled

- Thursday, August 24, 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

With no further comments from the Board members or the public, the meeting adjourned at 1:08 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Jodi Heitmann  
Executive Assistant to the President