



BOARD OF TRUSTEES

Regular Meeting

Minutes

September 22, 2014

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:35 p.m. on Monday, September 22, 2014, by Mr. Carl V. Thulin, Chair, in the Boardroom of the Administration Building on the College campus.

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 2013 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Jerry Dasti, Mr. Thomas Dowd, Mrs. Joanne Pehlivanian, Mr. Thomas Monahan, Dr. Wilda Smithers, Mr. Nicholas Devlin, Mr. Jack Sahradi, Dr. Jon Larson, Executive Vice President Sara Winchester, Interim Vice President Norma Betz, and Vice President Jianping Wang.

Attendance

The minutes of the August 25, 2014, Board of Trustees closed session and public meeting were approved by a majority vote, with abstentions from Mr. Dowd and Mrs. Novak.

Minutes
Approved

Commendations

Dr. Larson commended Mr. Joe Pelkey, Programmer Analyst, Ellucian/Ocean County College, and OCC graduate, for having placed second in a statewide cybersecurity competition, the New Jersey Governor's Cup CyberChallenge. Mr. Pelkey was a top 40 scorer from 950 registrants for the preliminary testing. He finished among the 25 top performers of the 104 finalists and was then invited to be one of 10 participants at the New Jersey Cyber Aces Academy. Participants will receive \$25,000 in free online/self-study master's level cybersecurity courses from the SANS Institute. Dr. Larson and the trustees congratulated Mr. Pelkey on this extraordinary achievement.

Commendation

Finance Committee

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

- The statement of income and expenditures as of August 31, 2014, was accepted. Income/Expenditures Accepted
- A resolution was adopted to authorize an e-learning program between Ocean County College and Sussex County Community College, as defined in the “Guidelines for e-Learning Courses Hosted by Sussex County Community College and Provided by Ocean County College,” from July 1, 2014, through June 30, 2016. Resolution Authorized - e-Learning Sussex County Community College
- The following contracts were awarded:
 - A maximum of \$48,979 to Pocket Nurse Enterprises, Inc., Monaca, Pennsylvania, for nursing equipment and supplies for use at Ocean County College. Contracts Awarded
 - A maximum of \$51,000 to Hurst Review Services, Inc., Brookhaven, Mississippi, for the purchase of a licensure exam review course for nursing students at Ocean County College.
 - A maximum of \$20,346.30 to Wolters Kluwer Health, Inc., Philadelphia, Pennsylvania, for the purchase of nursing education software for use at Ocean County College.
 - A maximum of \$16,710.50 to Starlite Productions, Moorestown, New Jersey, for the purchase of stage lighting equipment and supplies for use at Ocean County College.
 - A maximum of \$31,600 to Freehold Music Center, Inc., Freehold, New Jersey, for the purchase of pianos, equipment, and musical supplies for use at Ocean County College.
 - A maximum of \$23,900 to Design Resources Group Architects, AIA, Inc., Piscataway, New Jersey, for professional architectural services for the Science Building laboratory conversion at Ocean County College.
 - A maximum of \$29,495 to Adorama, Inc., New York, New York, for the purchase of video editing and production equipment supplies for use at Ocean County College.
- Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
 - A maximum of \$32,500 to Columbia Artist Management, New York, New York, for a jazz performance as part of the Grunin Spotlight Series in the Jay and Linda Grunin Center for the Arts at Ocean County College.

- A maximum of \$14,531.97 to Mark's Plumbing Parts and Commercial Supply Products, Fort Worth, Texas, for the purchase of plumbing and irrigation supplies for use at Ocean County College.
- A maximum of \$29,070 to SHI International Corporation, Piscataway, New Jersey, for the second year of a three-year agreement for the Adobe-Enterprise license at Ocean County College.
- A maximum of \$25,000 to Staples Contract and Commercial, Inc., Framingham, Massachusetts, for the purchase of office supplies for use at Ocean County College.
- A maximum of \$54,000 to Musco Lighting, LLC., Oskaloosa, Iowa, for temporary lighting for the OCC soccer field for the November 2014 NJCAA National Women's Soccer Championship at Ocean County College.
- A maximum of \$30,252.92 to Siemens Industry, Inc., Blue Bell, Pennsylvania, for electrical panel service, maintenance, and supplies at Ocean County College.
- A maximum of \$40,132 to Perceptive Software, Shawnee, Kansas, for license renewal for document imaging program software for use at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$10,850, for a maximum total of \$353,257, to Future Excavating, LLC, Freehold, New Jersey, for the installation of curbing along administration parking as required by the Ocean County Soil Conservation District as part of the improvements to drainage at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).
 - An additional \$97,365.19, for a maximum total of \$16,175,197.19, to Brockwell & Carrington Contractors, Inc., Towaco, New Jersey, for two change orders to revise underground chilled and hot water lines and upgrade all chilled and hot water butterfly valves as part of the construction of the new Student Center at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
 - An additional \$15,000, for a maximum total of \$45,000, to Black Rocket Products, LLC, Atlantic Highlands, New Jersey, for the addition of Continuing Education Spring 2015 classes/camps for kids at Ocean County College (contract originally awarded at the June 23, 2014, Board meeting).
 - An additional \$10,000, for a maximum total of \$342,926, to Ellucian Company, LP, Fairfax, Virginia, for a three-year subscription to e-Learning Library (contract originally awarded at the July 25, 2014, Board meeting).

- A resolution was adopted to identify a qualified pool of vendors for copper and fiber optic cabling to be used on an as-needed basis for projects at Ocean County College and the Southern Education Center for the period of September 1, 2014, through June 30, 2015. Resolution Adopted for to Identify Qualified Pool of Vendors
- The Board acknowledged a contract award to purchase energy generation services for public use from an online auction website on behalf of the New Jersey County College Energy Consortium from February 1, 2015, through October 31, 2016. Resolution to Purchase Energy Generation Services
- A \$1,000 grant was accepted from the New Jersey Department of Environmental Protection, Division of Water Monitoring and Standards, to fund a Cooperative Agreement with the Barnegat Bay Partnership at Ocean County College entitled “AmeriCorps New Jersey Watershed Ambassador Program” and to support the program with the training of volunteers, education, and outreach to OCC students, community groups, and others, and to develop and undertake the project at the Barnegat Bay Partnership location in Toms River. Project Director: Dr. Stan Hales, Director of the Barnegat Bay Partnership. Project Period: September 8, 2014, to August, 31, 2015. Grant Awards Accepted
- Also accepted was a \$463,453 Carl D. Perkins Career and Technical Education Grant from the New Jersey Department of Education for the purpose of developing more fully the academic, career, and technical skills of Ocean County College students through instruction, equipment and supplies, professional development for faculty and students, curriculum assessment and accreditation, with emphasis on those curricula that promote workforce and economic development. Project Manager: Ms. Susan O’Connor, Director of Curriculum Management. Funding Period: July 1, 2014, through June 30, 2015.

Buildings and Grounds Committee

Upon unanimous roll call vote, the Board accepted the Buildings and Grounds Committee Report for September 22, 2014. Mrs. Novak expressed appreciation to Mr. Matthew Kennedy, Assistant Vice President of Facilities and Construction Management, for his leadership in coordinating the many projects currently under way at the College. Building/Grounds Report Accepted

Personnel Committee

Ms. Sara Winchester, Executive Vice President of Finance and Administration, presented the Personnel Report, which was approved upon unanimous roll call vote. Personnel Report Approved

President's Report

Dr. Ali Botein-Furrevig, Associate Professor of English and Program Advisor for the Ocean County College Center for Peace, Genocide, and Holocaust Studies, reported on upcoming events for the program, which include a presentation by Mr. John Pehlivanian on the Armenian Genocide. Mr. Pehlivanian joined the meeting to invite the trustees to the program to learn more about this difficult time in history.

President's
Report

The College was recently congratulated by Dr. Paul B. Winkler, Executive Director of the New Jersey Commission on Holocaust Education, for the excellent programs offered by the Center during 2013-2014 for students, educators, survivors, and the community. Dr. Larson expressed appreciation to Dr. Botein-Furrevig for all of her efforts.

Dr. Norma Betz, Interim Vice President of Student Affairs, introduced Ms. Sheenah Hartigan, CRM Communications Administrator, who spoke about the Recruiter Customer Relationship Management System and the ways in which it has assisted with OCC's recruitment processes throughout the year. Ms. Hartigan presented several of the new automated services now available to increase effectiveness in such processes as application acceptance and completion rates, targeted marketing campaigns, open house attendance, and high school visits.

Dr. Betz also reported that Ocean County College has been named for a second year in a row to the 2015 Military Friendly Schools list, which showcases the top 20 percent of colleges, universities, and trade schools in the country that embrace America's military service members, veterans, and spouses as students.

Ms. Sara Winchester introduced Ms. Karen Papakonstantinou, Controller, Ms. Elise Barocas, Director of Accounting, and Ms. Angela Stephen, Manager, Accounts Receivable, who demonstrated the Datatel Student Finance Program's new online tool. This program provides comprehensive real time account information to students in an easy-to-understand format.

Dr. Jianping Wang, Vice President of Academic Affairs, reported on a new partnership program with Fairleigh Dickinson University that will offer a 36 credit master's degree in Student Service Administration both on the OCC campus and online.

Dr. Wang also reported on the half-day training session that was held for all Lecturer II's on class observations. This will give the opportunity for peer evaluations to take place, which will be beneficial to both the evaluator and evaluatee. Following the evaluation, opportunities for improvement will be readily available for further discussion.

After today's meeting, the Trustees were invited to tour the newly renovated Health Science Building.

Mr. Steve Kubow, Acting Associate Vice President for Kean-Ocean, reported that OCC has the highest number of students that transfer to Kean. He said the enrollment at Kean-Ocean continues to increase. He thanked the Board for its support of the Kean-Ocean partnership.

Dr. Ali Botein-Furrevig was pleased to announce that a chapter of Sigma Kappa Delta, the honor society for students of English at two-year colleges, will be established at OCC.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, November 3, 2014, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution
Adopted for
Closed Meeting -
November 3, 2014

The following meetings were scheduled:

Friday, October 17, 2014	12:00 p.m.	Board Retreat	Meetings Scheduled
Monday, November 3, 2014	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.	Annual Reorganization Meeting	
	Immediately Following	Regular Monthly Public Meeting	

Dr. Larson informed the trustees that Ms. Mary Morley has accepted a position as a research scientist with the New Jersey Office of the Secretary of Higher Education. The Board thanked her for her work at OCC and wished her well in her new endeavor.

With no further comments from the Board members or the public, the meeting adjourned at 1:35 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees