



BOARD OF TRUSTEES

Regular Meeting

Minutes

August 25, 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, August 25, 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, Mr. Jerry Dasti, Mr. Stephan Leone, Mr. Thomas Dowd, Mr. Frank Dupignac, Mrs. Joanne Pehlivanian, Mr. Thomas Monahan, Dr. Wilda Smithers, Mr. Nicholas Devlin, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Interim Vice President Norma Betz, and Vice President Jianping Wang. Attendance

The minutes of the July 25, 2014, and August 15, 2014, Board of Trustees closed sessions and public meetings were approved with the following abstentions: Minutes Approved

- Mr. Dowd abstained from voting on the July 25 and August 15, 2014, minutes.
- Mr. Dupignac abstained from voting on the July 25, 2014, minutes.
- Mr. Monahan abstained from voting on the July 25, 2014, Caucus minutes and the August 15, 2014, minutes.
- Dr. Smithers abstained from voting on the July 25 and August 15, 2014, minutes.

Commendations

Dr. Larson commended Ms. Laura Wagner, Financial Aid Technician, for completing the requirements for a Masters's Degree in Business Administration from Georgian Court University. Commendation

Dr. Wang introduced Ms. Sherri Lareau, OCC student and Phi Beta Lambda Treasurer, who was selected to attend the Babson Entrepreneurship Program in Massachusetts. This global program is sponsored by Santander Universities and Ms. Lareau attended

through a Santander scholarship. This year was the first time a community college student was invited to participate.

Finance Committee

Upon a majority roll call vote, the following Finance Committee recommendations were approved, with an abstention from Mr. Leone:

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| ➤ The statement of income and expenditures as of July 31, 2014, was accepted. | Income/Expenditures Accepted |
| ➤ The following contracts were awarded: | |
| ➤ A maximum of \$70,000 to T&G Industries, Inc., d/b/a TGI Office Automation, Inc., Brooklyn, New York, for annual maintenance, service, and supplies for the copiers campus-wide at Ocean County College. | Contracts Awarded |
| ➤ A maximum of \$19,712.50 to KT's Office Services, Toms River, New Jersey, for the purchase of backup power supplies for use at Ocean County College. | |
| ➤ A maximum of \$192,279.67 to Dimension Data, Inc., Charlotte, North Carolina, for the purchase of Information Technology hardware and software maintenance and technical support at Ocean County College. | |
| ➤ A maximum of \$23,000 to Deterrent Technologies, Ocean, New Jersey, for the second year of a two-year agreement for security access control services at Ocean County College. | |
| ➤ A maximum of \$11,000 to KS Engineers, P.C., Mount Laurel, New Jersey, for professional engineering consulting services for water infiltration at Bartlett Hall at Ocean County College. | |
| ➤ A maximum of \$22,170 to DiaMedical USA, W. Bloomfield, Michigan; \$14,970.75 to Med-Part, Brooklyn, New York; \$14,086.32 to American Medical Depot, King of Prussia, Pennsylvania; \$23,469 to Johnson Scientific, Inc., Williamstown, New Jersey; and \$156 to JML Medical, Inc., Lakewood, New Jersey; for a total amount not to exceed \$74,852.07 for the purchase of nursing education medical equipment supplies for use at Ocean County College. | |
| ➤ Resolutions were adopted to award the following contracts: | Resolutions Adopted for Contract Awards |
| ➤ A maximum of \$22,814.11 to Ben Shaffer & Associates, Inc., Lake Hopatcong, New Jersey, for the purchase of exterior benches and trash receptacles for Bartlett Hall at Ocean County College. | |
| ➤ A maximum of \$123,555 to Siemens Industry, Inc., Blue Bell, Pennsylvania, for the purchase, installation, and start-up of an upgrade to a building automation system (BAS) at Ocean County College. | |

- A maximum of \$39,950 to Center for Creative Leadership, Greensboro, North Carolina, for the purchase of a two-day employee training and development program for the President's Leadership Team at Ocean County College.
- A maximum of \$102,593.80 to Veolia Energy Operating Services, LLC, Boston, Massachusetts, for professional consulting services for the operation and maintenance of the combined heat and power plant at Ocean County College.
- The following contracts were amended:
 - An additional \$9,000, for a maximum total of \$332,926, to Ellucian Company LP, Fairfax, Virginia, for upgrading Synoptix Software and Technical Support at Ocean County College (contract originally awarded at the July 25, 2014, Board meeting).
 - An additional \$10,000, for a maximum total of \$50,000, to Allison King, Interlaken, New Jersey, for a change order for a one-month extension, from August 31 to September 30, 2014, of e-Learning consulting services at Ocean County College (contract originally awarded at the April 28, 2014, Board meeting).

Contracts
Amended

Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following recommendation from the Bylaw, Policy, and Curriculum Committee:

- Policy #3066, Personnel, All Employees, Re-Employment of Retirees.

New Policy #3066
Approved

Buildings and Grounds Committee

Upon unanimous roll call vote, the Board accepted the Buildings and Grounds Committee Report for August 25, 2014.

Building/Grounds
Report Accepted

Mr. Matthew Kennedy, Assistant Vice President of Facilities and Construction Management, reported to the trustees on various facilities projects currently underway, including the storm management project that will alleviate flooding problems on campus. He also informed the trustees that the renovations to the Health Sciences Building are complete, and faculty and staff have returned in preparation for the new semester. A tour of the building will be offered to the trustees after next month's Board meeting.

Personnel Committee

Mr. Leone, Chair, moved the Personnel Report, as amended, which was unanimously approved upon roll call vote. The Handbook for Administrators was approved, but the Board will further study the provisions of C1 and C6.

Personnel Report
Approved

President's Report

Ms. Pat Fenn, Executive Director of e-Learning and Continuing and Professional Education, reported that the 2014 Summer Sessions were successful for e-Learning enrollment. The total number of credits was up 6.59 percent over last summer, with the ten-week summer session having 38 percent of its credits taken by out-of-county students. The Fall 2014 out-of-county enrollment is currently up 40 percent over Fall 2013.

President's
Report

Ms. Fenn also reported on the success of the summer Kids' Camps. Most camps were extended to full-day activities. The computer camps are so popular that CPE is considering offering them on Saturdays.

Also in Continuing and Professional Education, many new certificate programs are being developed that will be available on campus, as well as through distance learning and hybrid offerings. With the closing of several casinos in Atlantic City, almost 8,000 workers are losing their jobs, 40 percent of whom are believed to be from Ocean County. Ms. Fenn said they are talking with Atlantic County College and County Workforce Investment Boards to determine how they can offer joint programs to provide educational opportunities and job placement assistance to those who are affected by the closings.

At Dr. Betz's request, Ms. Susan Ebeling-Witte, Director of Student Support Services, spoke about the Student Support Services Program, which is funded through a grant from the U.S. Department of Education. Ms. Amy Immordino, Program Specialist, introduced Ms. Kaylen McCaffrey, an OCC student and program participant, who was selected from 1,000 applicants as one of 20 to attend the 2014 Governor's Hispanic Fellows Program this summer. In an emotional and enthusiastic report, Ms. McCaffrey described her excitement in having the opportunity to attend the Fellows Program; even more so, she explained the ways in which OCC is allowing her to realize her potential and preparing her to move confidently towards a successful future.

Ms. Elizabeth Clements, Registrar, reported that over 300 students inquired about the newly established Commit to Complete Tuition Discount Program. The program grants one tuition-free three-credit summer course to full-time students who successfully complete 30 credits between the fall and spring semesters of one academic year. Part-time students who successfully complete 24 credits between the fall and spring semesters of two consecutive academic years are also eligible. Of the 300 inquiries, there were 264 applications processed and 194 students were approved for a tuition-free summer course.

Dr. Larson invited the trustees to attend the Fall 2014 Colloquium on Thursday, August 25. His address to the College community, as well as all activities during the day's program, are centered exclusively on the College's strategic initiative, Charting our new Course.

The OCC Foundation Scholarship Celebration was held on Saturday, August 23. Dr. Larson congratulated Ms. Heather Barberi, Executive Director, and Mr. Ken Malagiere, OCC Foundation member and chair of the event, for an outstanding evening, one of the most successful in many years.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, September 22, 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 -
September 22, 2014

The following meetings were scheduled:

Monday, September 22, 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. Monthly Public Meeting

Meetings
Scheduled

With no further comments from the Board members or the public, the meeting adjourned at 1:10 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees