



BOARD OF TRUSTEES

Regular Meeting

Minutes

May 23, 2016

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Monday, May 23, 2016, 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 2015 reorganization meeting and distributed as required by law.

Public Meeting
Announcement

Those in attendance were Mr. Carl V. Thulin, Ms. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. Mordechai Grubin, Mr. Jack Sahradnik, Dr. Jon Larson, and Executive Vice President Sara Winchester.

Attendance

The minutes of the April 25, 2016, and May 13, 2016, closed session and public meetings were approved, with the following abstentions:

Board of Trustees
Minutes Approved

- Mrs. Novak abstained from the April 25, 2016, and May 13, 2016, minutes
- Mr. Monahan abstained from the May 13, 2016, minutes

Presentations

Ms. Ilene Cohen, Executive Director of Judicial Affairs and Athletics, introduced OCC Softball player Ms. Adelle Hickman. The team finished 6th in the nation at the National Championship Tournament held in Rochester, Minnesota. Ms. Hickman thanked the Board and Administration for their support. Ms. Cohen introduced Mr. Scott Royer, Athletic Trainer/Coordinator, who shared a slideshow of pictures commemorating the experience.

Presentations

Finance Committee

Upon unanimous roll call vote, the following Finance Committee items were accepted:

- The statement of income and expenditures as of April 30, 2016, was accepted. Income/Expenditures Accepted
- The following contracts were awarded: Contracts Awarded
 - A maximum of \$80,000 to Gangi Graphics, Brick, New Jersey, for the first year of an optional two-year contract for campus-wide copy services at Ocean County College.
 - A maximum of \$17,340 to General Printing and Design, Inc., t/a Global Printing and Packaging, Southborough, Massachusetts, for the printing of the annual calendar/student handbook for 2016/17 at Ocean County College.
 - A maximum of \$50,000 to T and M Painting and Construction, Neptune, New Jersey, for the first year of a two-year contract for maintenance and materials for painting services at Ocean County College.
 - A maximum of \$20,000 to Scientific Water Conditioning Company, Linden, New Jersey, for the first year of a two-year contract for the maintenance and materials for water treatment services at Ocean County College.
 - A maximum of \$88,124 to Kaltech Engineering New Jersey, Inc., Millington, New Jersey, for professional concrete sidewalk and curbing repair and replacement at Ocean County College.
 - For the first year of two-year contracts for the purchase of the following custodial supplies at Ocean County College:
 1. A maximum of \$30,000 to KBD Supply, LLC, Brick, New Jersey, for custodial paper products
 2. A maximum of \$15,000 to Central Poly Corporation, Linden, New Jersey, for trash can liners
 - A maximum of \$130,000 to PIP Printing, Brick, New Jersey, for offset printing services at Ocean County College.
 - A maximum of \$23,000 to Duff and Phelps, LLC, Wrightstown, Pennsylvania, for professional fixed asset valuation and reporting services at Ocean County College.
 - A maximum of \$75,000 to Bahr and Sons Electrical Contractors, Inc., Bayville, New Jersey, for the first year of an optional two-year contract for electrical services maintenance and materials at Ocean County College, the Southern Education Center, and the Barnegat Bay Partnership Brown property.

- A maximum of \$25,000 to Quality Cut, Inc., Farmingdale, New Jersey, for the second year of a two-year contract for weed control and fertilization services at Ocean County College and the Southern Education Center.
- A maximum of \$93,105 to Custom Care Services, Inc., Wall, New Jersey, for the second year of a two-year contract with an option for an additional one-year renewal for grounds landscape maintenance services at Ocean County College.
- A maximum of \$25,000 to Unipro, Inc., Woodbridge, New Jersey, for the second year of a two-year contract for asbestos removal services at Ocean County College.
- A maximum of \$40,000 to Stanley Access Technologies, Trenton, New Jersey, for the second year of a two-year contract for automatic door maintenance and repairs at Ocean County College.
- A maximum of \$20,000 to Rotating Machinery Services Group, LLC, d/b/a Process TDH Company, Lumberton, New Jersey, for the second year of a two-year contract for variable frequency drive service and repairs at Ocean County College.
- A maximum of \$50,000 to Schindler Elevator Corporation, Moorestown, New Jersey, for the second year of a two-year contract for elevator repair and inspection services at Ocean County College.
- A maximum of \$75,000 to Oliver Fire Protection and Security, King of Prussia, Pennsylvania, for the second year of a two-year contract for the inspection and service of fire prevention and fire control equipment at Ocean County College.
- A maximum of \$20,000 to Indoor Air Technologies, Inc., Victor, New York, for the second year of a two-year contract for HVAC duct/vent cleaning services at Ocean County College.
- A maximum of \$30,000 to Falasca Mechanical, Inc., Vineland, New Jersey, for the second year of a two-year contract for professional emergency pipe repair at Ocean County College.
- A maximum of \$10,000 to E.R.S. Fleet Repair, Inc., Toms River, New Jersey, for the second year of a two-year contract for welding services at Ocean County College.
- A maximum of \$25,000 to Atlantic Switch and Generator, LLC., Hainesport, New Jersey, for the second year of a two-year contract for generator service and repairs at Ocean County College.
- A maximum of \$10,950 to Tri-County Termite and Pest Control, Inc., Carneys Point, New Jersey, for the second year of a two-year contract for integrated pest management services at Ocean County College.

- A maximum of \$30,000 to All Seasons Maintenance, Inc., Jackson, New Jersey, for the second year of a two-year contract for street sweeping services at Ocean County College and the Southern Education Center.
- A maximum of \$300,000 to Bil-Jim Construction, Jackson, New Jersey, for the second year of a two-year contract for snow removal services at Ocean County College, including the Toms River campus, the Southern Education Center, and the Barnegat Bay Partnership in Toms River.
- A maximum of \$75,000 to Peterson Service Company, Inc., Medford, New Jersey, for the second year of a two year contract for the operation and maintenance of the energy management system at Ocean County College.
- Resolutions were adopted to award the following contracts:
 - A maximum of \$111,525 to Apple Computer, Inc., Austin, Texas, for the purchase of Apple Mac computers and accessories for use at Ocean County College.
 - A maximum of \$41,500 to Pedroni Fuel Company, Vineland, New Jersey, for the purchase and delivery of unleaded plus gasoline fuel and low sulfur diesel fuel for use at Ocean County College.
 - A maximum of \$200,000 to Fastenal, Lakewood, New Jersey, for the purchase of various maintenance supplies and materials for use in the Facilities Department at Ocean County College.
 - For educational services for the following Continuing and Professional Education course offerings at Ocean County College:
 1. A maximum of \$45,000 to Black Rocket Products, LLC, Atlantic Highlands, New Jersey, for Summer Classes/Camps for Kids.
 2. A maximum of \$25,000 to Super Science Program for Kids, Hackettstown, New Jersey, for Super Science Summer Camps for Kids.
 - A maximum of \$25,000 to Cleary Giacobbe Alfieri Jacobs, LLC, Oakland, New Jersey, for professional legal services at Ocean County College.
 - A maximum of \$59,883 to Atrion Communication Resources, Inc., Branchburg, New Jersey, for hardware, software, and professional services of the campus-wide wireless network at Ocean County College.
 - A maximum of \$40,982.65 to YSI, Inc., Yellow Springs, Ohio, for the purchase of water quality instruments and sensors for use at the Barnegat Bay Partnership.
 - A maximum of \$29,269.80 for the first year of a two-year contract through the NJEDGE.NET Consortium for remote desktop software and support for use at Ocean County College.

Resolutions
Adopted for
Contract Awards

- A maximum of \$17,651.50 to Pro Oceanus, Bridgewater, Canada, for the purchase and support of water quality sensors, pump, and cables for use at the Barnegat Bay Partnership.
- Resolutions were adopted to participate in the following for cooperative purchasing:
 - The U.S. Communities Government Purchasing Alliance.
 - The National Intergovernmental Purchasing Alliance Company.
- The following contracts were amended:
 - An additional \$5,000, for a maximum total of \$22,020 to Suburban Trails, Inc./ A Coach USA Company, New Brunswick, New Jersey, for additional spring semester transportation costs for various Student Life trips at Ocean County College (contract originally awarded at the July 27, 2015, Board meeting).
 - An additional \$23,549, for a maximum total of \$16,779,911.19, to Brockwell and Carrington Contractors, Inc., Towaco, New Jersey, for change orders for the construction of the Jon and Judith Larson Student Center at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
 - An additional \$8,743.58, for a maximum total of \$974,107.38, to Hall Building Corporation, Farmingdale, New Jersey, for a change order for the conversion of classrooms to labs in the Hiering Science Building at Ocean County College (contract originally awarded at the March 30, 2015, Board meeting).
 - An additional \$6,500, for a maximum total of \$753,250, to Kimmel Bogrette Architecture + Site, Conshohocken, Pennsylvania, for professional architectural and engineering consulting services for a new Health Sciences Building at Ocean County College (contract originally awarded at the February 23, 2015, Board meeting).
 - An additional \$7,379.01, for a maximum total of \$360,076.65, to Bellia Office Furniture, Inc., Woodbury, New Jersey, for the purchase of additional filing cabinets for the Jon and Judith Larson Student Center at Ocean County College (contract originally awarded at the July 27, 2015, Board meeting).
 - An additional \$1,500, for a maximum total of \$253,100, to Instructure, Inc., Salt Lake City, Utah, for additional training of the Canvas Learning Management System at Ocean County College (contract originally awarded at the December 7, 2015, Board meeting).
 - An additional \$30,000, for a maximum total of \$180,000, to Success Communications Group, Parsippany, New Jersey, for additional media placement agency services at Ocean County College (contract originally awarded at the June 22, 2015, Board meeting).

Resolutions
Adopted to
Participate in
Purchasing
AlliancesContracts
Amended

- An additional \$450,000, for a maximum total of \$15,150,000, to Hessert Construction Group, LLC, Marlton, New Jersey, for the construction of the new Health Sciences Building at Ocean County College (contract originally awarded at the April 25, 2016, Board meeting).
- An additional \$500,000, for a maximum total of \$1,113,000, to Inside Track, Inc., San Francisco, California, for additional professional recruitment and retention services for e-Learning students, with an option for on-campus students ages 24 and above, at Ocean County College (contract originally awarded at the March 28, 2016, Board meeting).
- The Board accepted a \$70,170 grant from the New Jersey Department of Children and Families, Division on Women to provide funding for services to meet the needs of displaced homemakers in Ocean County by fostering the development of career and employment skills and educational opportunities so clients and their families can become economically self-sufficient. Funding period: July 1, 2016, through June 30, 2017. Project director: Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services. Grant Award Accepted

Buildings and Grounds Committee

Upon unanimous roll call vote, the Buildings and Grounds Committee Report for May 23, 2016, was approved. Building/Grounds Report Accepted

Mr. Matthew Kennedy, Assistant Vice President of Facilities, reported that the commencement set up is underway. He also explained that the groundbreaking for the new Health Sciences Building is scheduled for June 28, 2016, at 2:00 P.M., with an anticipated completion date of August 2018.

Personnel Committee

Mr. Leone, Chair, presented the Personnel Report, which includes the renewal of Dr. Larson's employment contract through 2021. Personnel Report Approved

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to change the monthly Board meeting dates to the fourth Tuesday of each month beginning with Tuesday, June 28, 2016. Resolution Adopted to Change Board Meeting Dates to Fourth Tuesday of Each Month

President's Report

Dr. Lisa DiBisceglie, Associate Vice President of Academic Affairs, explained that there has been a large focus to work with students in the areas of STEM and shared items made with the 3-D printer from the Maker's Club that meets on campus. These students are engaged and meet regularly throughout the semester. President's Report

Dr. DiBisceglie introduced Mr. Eric Antonelli, Assistant Professor of Science, and Dr. Angel Camilo, College Lecturer II of Biology, who shared with the Board the QR code research project which earned a first place award at the 17th Annual NJEDge.Net Faculty Showcase at Stevens Institute of Technology on March 23. Dr. Camilo explained that using QR codes will give students access to labs 24/7 outside of the classroom and enhance their learning environment. In response to questions from Mrs. Novak and Mr. Leone, Dr. DiBisceglie explained that promotion of STEM activities has been active with our Kids on Campus programs as well as with both middle school and high school populations.

Ms. Winchester introduced Ms. Pat Fenn, Assistant Vice President, CPE and Workforce Development, and Ms. Kathy Caro, Allied Health Administrator, who introduced the new Veterinary Assistant certificate program, which had 15 registrants with only social media advertising. Two of the students already have promise of employment upon course completion in June.

Ms. Fenn introduced Ms. Kerry Holzschuh, Camp and Youth Coordinator, who distributed the drawstring bags that will be given to all students attending camps through the Kids on Campus programs this summer. Ms. Holzschuh shared information regarding an enrichment-based program for students with highly functioning autism that has been tailored in an effort to present OCC as a welcoming campus. Ms. Fenn also shared that Mr. Michael Forcella, Manager of Business Engagement, Continuing and Professional Education, has been promoting Summer Camps and Continuing Education programs at the Joint Base.

Commencement week is approaching:

- Nurses Pinning Ceremony – Tuesday, May 24, 7:00 p.m., Grunin Center for the Arts Theatre
- Awards Ceremony – Wednesday, May 25, 7:00 p.m., Grunin Center for the Arts Theatre
- Commencement – Thursday, May 26, 6:00 p.m., on the College Mall

Public Comments

Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, reported that an agreement has been reached regarding the scheduling of events to commemorate the June 19, 2016, ten-year anniversary of the Kean Ocean partnership with the assistance of Ms. Jan Kirsten, Executive Director, College Relations. Mr. Kubow explained that Kean has agreed to cover the cost of a banner that will be displayed at the entrance circle of the Gateway Building. He also shared that approval has been granted by Kean University to subsidize the ticket cost for a Six Flags Day for Kean and OCC students.

Public Comments

Ms. Cohen invited the Trustees to the Athletic Hall of Fame Ceremony scheduled for Wednesday, June 29, at 6:00 p.m. Ms. Cohen explained that this year's event will honor seven former OCC athletes.

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Tuesday, June 28, 2016, at 11:00 a.m. for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution
Adopted for
Closed Meeting -
June 28, 2016

The following meetings were scheduled:

Meetings
Scheduled

Tuesday, June 28, 2016	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 Monthly Public Meeting

With no further comments from the Board members or the public, the meeting adjourned at 1:09 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees