



**BOARD OF TRUSTEES**

**Regular Meeting**

**Minutes**

**June 28, 2016**

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:31 p.m. on Tuesday, June 28, 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 May 2016 Board meeting and distributed as required by law.

Public Meeting  
Announcement

Those in attendance were Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Jerry Dasti, 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 May 23, 2016, and June 10, 2016, closed session and public meetings and the amended minutes of the May 13, 2016, public session were approved, with an abstinence by Mrs. Pehlivanian on the June 10, 2016, minutes.

Board of Trustees  
Minutes Approved

Finance Committee

Upon unanimous roll call vote, the Finance Committee items were approved. Mr. Dasti called attention to the appointment of Bowman & Company as the auditing firm for the College for 2016-2017.

- The statement of income and expenditures as of May 31, 2016, was accepted.
- The following contracts were awarded:
  - A maximum of \$75,000 to Success Communications Group, Parsippany, New Jersey, for the first year of an optional two-year contract for media placement agency services at Ocean County College.

Income/Expendi-  
tures Accepted

Contracts  
Awarded

- A maximum of \$225,000 to Compass Group USA, Inc., by and through its Canteen Vending Services Division, Charlotte, North Carolina, for the second year of a five-year contract for food service management, catering, and vending services at Ocean County College.
- A maximum of \$40,000 to Clintar New Jersey, Inc., Manalapan, New Jersey, for a one-year contract, with an option for a second year, for maintenance and materials for landscape irrigation services at Ocean County College.
- A maximum of \$68,900 to Panoramic Window and Door Systems, Stockton, New Jersey, for window replacement renovations in the Nursing Building at Ocean County College.
- A maximum of \$46,500 to Bowman & Company, LLP, Voorhees, New Jersey, for a one-year contract, with an option for a second year, for professional auditing services at Ocean County College.
- A maximum of \$70,818.03 to Vanguard Graphics, LLC, Ithaca, New York, for the printing of the Continuing and Professional Education brochures for Fall 2016, Spring 2017, and Summer 2017 at Ocean County College.
- Resolutions were adopted to award the following contracts:
  - A maximum of \$38,250 to Academic Management Systems, Inc., Amherst, New York, for a three-year agreement for software license for a web-based course evaluation assessment system for use at Ocean County College.
  - A maximum of \$28,556.25 to PCM-G, Inc., Shelton, Connecticut, for the purchase of computer equipment and supplies for use at Ocean County College.
  - A maximum of \$33,000 to EduStrategy Group, LLC, Centennial, Colorado, for professional consulting services for e-Learning programs for the period of July 1, 2016, through December 15, 2016, at Ocean County College.
  - A maximum of \$34,000 to National Healthcareer Association (ATI), Stilwell, Kansas, for the purchase of healthcare courses for use by the Continuing and Professional Education/Allied Health Department at Ocean County College.
  - A maximum of \$20,000 to Net Q Multi Media Company, Freehold, New Jersey, for hardware, software, maintenance and technical support services of the campus-wide wireless network at Ocean County College.
  - A maximum of \$175,300 to Dell Marketing, Round Rock, Texas, for the purchase of Dell computers, renewal of software support and maintenance, and purchase of parts and supplies as needed for the repair of existing computers at Ocean County College.

Resolutions  
Adopted for  
Contract Awards

- A maximum of \$26,032 to Siemens Industry, Inc., Blue Bell, Pennsylvania, for professional service to the Siemens Emergency Management System (EMS) as it relates to the Building Automation System (BAS) at Ocean County College.
- A maximum of \$26,958.07 to Broad USA, Inc., Hackensack, New Jersey, for the fourth year of a five-year contract for service and maintenance of the Combined Heat and Power Plant Chiller at Ocean County College.
- A maximum of \$362,435 to Ellucian Company, LP, Fairfax, Virginia, for software maintenance and technical support of Colleague Datatel administrative programs at Ocean County College.
- A maximum of \$20,282.76 to Hewlett-Packard Company, Roseville, California, for renewal of the Hewlett Packard hardware and software maintenance agreement for the Storage Area Network (SAN) at Ocean County College.
- A maximum of \$48,579 to SirsiDynix, Lehi, Utah, for the annual software maintenance renewal for the Library automated system at Ocean County College.
- A maximum of \$30,000, to Open Systems Integrators, Inc., Manalapan, New Jersey, for maintenance and repair services for building access and security systems, through the Educational Systems Commission of New Jersey Cooperative Pricing System, at Ocean County College.
- A maximum of \$50,000, to the Township of Toms River, Toms River, New Jersey, for the first year of a three-year contract with the Township of Toms River for solid waste and recycling collection at Ocean County College.
- A maximum of \$31,410, to Tropical Travel Representative, The Woodlands, Texas, for the services of a tour operator for the “World of the Maya” travel seminar to Mexico offered from March 18, 2017, through March 26, 2017, by Ocean County College.
- A maximum of \$17,500, to DLB Associates Consulting Engineers, PC, Eatontown, New Jersey, for professional electrical engineering services for the lighting of the athletic stadium at Ocean County College.
- A maximum of \$165,495, to NJEDGE.NET, Newark, New Jersey, for the annual dues and a one-year renewal of campus-wide internet service through the NJEDGE.NET Consortium for use at Ocean County College and the Southern Education Center.
- A maximum of \$120,000, to Office Depot, Inc., Boca Raton, Florida, for the purchase of office printing supplies for use at Ocean County College.

- A maximum of \$25,000, to W.B. Mason, Co., Inc., Secaucus, New Jersey, for the purchase of copy paper through the Educational Systems Commission of New Jersey Cooperative Pricing System for use at Ocean County College.
- For the authorization of Ocean County College's participation in The Cooperative Purchasing Network (TCPN) for the award of contracts for the purchase of various office supplies, furnishings, and technology equipment for use at Ocean County College.
- To Noresco, Westborough, Massachusetts, for professional consulting services to assist the New Jersey County College Joint Purchasing Consortium with the procurement of natural gas for Consortium members.
- A maximum of \$51,384, to Waukesha-Pierce Industries, Lawrence, Pennsylvania, for the fourth year of a five-year agreement for planned maintenance service of the Combined Heat and Power Plant Generator at Ocean County College.
- For professional economic modeling program services, through the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC), with Economic Modeling, LLC (EMSI), Moscow, Idaho, for Consortium members.
- The following contracts were amended: Contracts Amended
  - An additional \$14,000, for a maximum total of \$45,726, to Deterrent Technologies, Inc., Ocean, New Jersey, for additional security access control services at Ocean County College (contract originally awarded at the October 5, 2015, Board meeting).
  - An additional \$2,841.62, for a maximum total of \$362,918.27, to Bellia Office Furniture, Inc., Woodbury, New Jersey, for the purchase and installation of additional conference furnishings for use in the Jon and Judith Larson Student Center at Ocean County College (contract originally awarded at the July 27, 2015, Board meeting).
  - An additional \$600, for a maximum total of \$44,400, to America-Mideast Educational and Training Services, Inc., Washington, District of Columbia, for the participation by three students in special classes offered in the OCC Study Abroad Course in Morocco from July 12, 2016, through August 2, 2016 (contract originally awarded at the February 1, 2016, Board meeting).
  - An additional \$40,000, for a maximum total of \$190,000, to Compass Group USA, Inc., by and through its Canteen Vending Services Division, Charlotte, North Carolina, for additional catering services at Ocean County College (contract originally awarded at the October 5, 2015, Board meeting).
  - An additional \$1,375, for a maximum total of \$26,750, to Assessment Technologies Institute, LLC, Leawood, Kansas, for the purchase of additional tests, study guides, and miscellaneous supplies for use by the Testing Center and Continuing and Professional Education Department at Ocean County College (contract originally awarded at the August 24, 2015, Board meeting).

- An additional \$1,000, for a maximum total of \$24,501.50, to Chester Technical Services, Inc., North Branford, Connecticut, for installation costs related to the purchase of Virtuoso American Sign Language (ASL) hardware and software for use at Ocean County College (contract originally awarded at the April 26, 2016, Board meeting).
- The following contracts were extended: Contracts  
Extended
  - An additional \$1,500 to T&G Industries, Inc., d/b/a TGI Office Automation, Brooklyn, New York, for a one-month extension to the second year of a two-year contract for campus-wide copier services at Ocean County College, effective July 1, 2016, to July 31, 2016 (contract originally awarded at the May 26, 2015, Board meeting).
  - An additional \$393,300 to C&W Facility Services, Inc. (formerly DTZ), Aubundale, Massachusetts, for a three-month extension to the third year of a three-year contract for custodial services at Ocean County College, effective July 1, 2016, to September 30, 2016 (contract originally awarded at the June 22, 2015, Board meeting).
  - An additional \$8,000 to GRM Facilities Management, Inc., Turnersville, New Jersey, for a two-month extension to the second year of a two-year contract for maintenance and materials for HVAC services at Ocean County College, the Southern Education Center, and the Barnegat Bay Partnership Brown property effective July 1, 2016, to August 31, 2016 (contract originally awarded at the June 22, 2015, Board meeting).
  - An additional \$8,000, to Timothy Peters Plumbing and Heating Company, Inc., Manasquan, New Jersey, for a two-month extension to the second year of a two-year contract for plumbing services at Ocean County College, the Southern Education Center, and the Barnegat Bay Partnership Brown property, effective July 1, 2016, to August 31, 2016 (contract originally awarded at the May 26, 2015, Board meeting).
- The following bid proposals were rejected: Bid Proposals  
Rejected
  - For the following projects, as it was determined that advertisements for the bids were not published in legal newspapers and, therefore, in violation of New Jersey Statute 18A:64A-25.14, Publications of advertisements for bids, receipt of bids; revisions or addenda to advertisements or bid documents. Services will be rebid at a future date.
    - For chiller maintenance services at Ocean County College
    - For HVAC maintenance services at Ocean County College
    - For plumbing services at Ocean County College
  - For campus-wide copier/printer services at Ocean County College, as it was determined the project scope must be changed due to incomplete specifications. Services will be rebid at a future date.

➤ The following grant awards were accepted:

Grant Awards Accepted

- \$60,000 from the State of New Jersey, Department of Children and Families, Division on Women, to extend services provided through the Displaced Homemakers project as part of the recovery efforts following Super Storm Sandy to support the local displaced homemaker population. Funding period: July 1, 2016, through June 30, 2017. Project Director: Dr. Kate Pandolpho, Director of Career, Employment, and Counseling Services.
- \$4,000 from the U.S. Department of Education through an initiative from the University of Washington, Jackson School’s Asia and Global Studies National Resource Center, to create a new course titled Traditional Philosophy of East Asia to be offered online in the Spring of 2017. Project Director: Ms. Rebeccah Newman, e-Learning Adjunct Professor of Humanities.
- \$382,572 from the 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, 2016, through June 30, 2017.

Bylaw, Policy, and Curriculum Committee

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

- Items accepted by the College Senate at its meetings on May 18, 2016, and June 1, 2016:
  - Revised Program
    - A.A. Degree in Performing Arts
- The renaming of the Center for Peace, Genocide, and Holocaust Studies to the Ocean County College Center for Holocaust, Genocide, and Human Rights Education.

College Senate Items Approved

Buildings and Grounds Committee

Mrs. Novak announced that the Groundbreaking Ceremony for the new Health Sciences Building will take place after the meeting today at 2:30 p.m. Mrs. Novak explained that this building is a great addition to the campus and the community.

The Buildings and Grounds Committee recommendations were unanimously approved upon roll call vote:

- The Buildings and Grounds Committee Report for June 28, 2016, was approved.
- A resolution was adopted to approve a partnership with the Players Development Academy (PDA) for the use of the Ocean County Stadium and to authorize the President to execute the Use Agreement, the Gift Agreement, and the Indemnity, Hold Harmless, and Waiver Agreement and any and all other documents necessary to effectuate the Use Agreement.

Building/Grounds Report Accepted

Resolution Adopted to Approve Partnership

Mr. Matthew Kennedy, Assistant Vice President of Facilities, reported that the renovations to the ground floor of the Administration Building have been completed by in-house staff and that the renovations to the Administration Building 2<sup>nd</sup> floor continue with professional contractors. He also shared that the CHP plant is up and running and that Facilities is on target with all projects for the summer.

Mr. Thulin recognized Ms. Heather Barberi, Executive Director of the Ocean County College Foundation, for the wonderful Scholarship Celebration held on Saturday, June 11, 2016, which showcased the beautiful new Jon and Judith Larson Student Center. Ms. Barberi, in turn, expressed her gratitude to her staff for their hard work, Ms. Sherri Bray, Manager of Special Events, and Ms. Nancy Heroy, OCC Foundation Program Assistant.

Mr. Leone inquired about possible beautification of the retention basins on campus. Both Mrs. Novak and Mr. Kennedy explained that, once it is determined that the basins are functioning successfully, beautification efforts can be investigated.

Personnel Committee

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

Personnel Report Approved

Miscellaneous

The Board adopted, upon unanimous roll call vote, a resolution to recognize the outstanding dedication and commitment of Mr. Mordechai Grubin during his one-year term as the student/alumni representative on the Board of Trustees during 2015-2016. Mr. Thulin and the members of the Board thanked Mr. Grubin for his involvement and contributions. In return, Mr. Grubin responded that it was an honor and privilege to serve on the Board as a student advocate and explained how the experience has prepared him to move forward with his personal and educational endeavors.

Resolution Adopted - Service of Mordechai Grubin

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Thursday, July 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 - July 28, 2016

The following meetings were scheduled:

Meetings  
Scheduled

<b>Thursday, July 28, 2016</b>	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

### President's Report

Dr. Larson introduced Dr. Angel Camilo, College Lecturer II of Biology and one of the advisors of the Maker's Club, who brought to today's meeting a 3-D printer that was built by students from the club for a total cost of under \$300. Dr. Camilo explained that the printer is an example of the students' hard work and ingenuity. There are 16 active members of the Maker's Club, with 4 to 8 attending the meetings being held during the summer. The club has been working closely with the Computer Studies Department for programming, and it plans to work with the Ceramics Department in the future.

President's  
Report

Dr. Larson introduced Dr. Maysa Hayward, Dean of Instructional Outreach; Dr. Marilyn Kralik, Lecturer II, Humanities and Fine Arts; and Ms. Maria Potter, Lecturer II, e-Learning, Middle Eastern Studies. They provided information regarding the upcoming Middle Eastern Studies Center study abroad seminar to Morocco, which consists of two weeks of online instruction prior to three weeks of immersion studies in Morocco. Dr. Kralik explained that the team met with the 24 students who will be participating in the program, all of whom are engaged and excited about the opportunity. Ms. Potter shared the itinerary for the Morocco trip, which includes Arabic language studies, lectures, and tours. Dr. Hayward thanked all involved with behind-the-scenes help to make this possible, including Ms. Winchester; Ms. Mary Lancaster, Director of Financial Reporting; and Ms. Karen Papakonstantinou, Executive Director of Strategic Planning.

Dr. Larson recognized Ms. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, and Mr. Scott Bruinooge, Manager of Graphic Design, for their work in the planning and creation of the "Strategies for Success 2015-2020" Strategic Plan booklet, which was distributed to the Board.

### Public Comments

Dr. Steve Kubow, Acting Associate Vice President of Kean Ocean, reported that, at Kean University's monthly Board meeting on Monday, June 27, 2016, President Dawood Farahi expressed his pride in and appreciation for the partnership with Ocean County College. Dr. Kubow also shared that Kean's Board approved a small tuition increase of 2.5% for 2016-2017. He explained that two new Recreation Therapy programs may be offered by Kean Ocean in the fall semester.

Public Comments

In response to Mr. Leone’s inquiry, Dr. Kubow shared that the Kean Ocean enrollment for the Spring 2016 semester was 1,535, representing a 3.5% increase. In addition to the students who come from OCC, the program has seen an increase in transfer students from Brookdale Community College.

Upon unanimous roll call vote, a resolution was adopted to change the monthly Board meeting dates to the fourth Thursday of each month, except as noted:

Resolution  
Adopted to Change  
Board Meeting Dates  
to Fourth Thursday  
of Each Month

- Thursday, June 28, 2016
- Thursday, August 25, 2016
- Thursday, September 22, 2016
- Thursday, November 3, 2016
- Thursday, December 9, 2016

Dr. David Bordelon, Associate Professor of English and Literature and President of the Faculty Association, shared with the Board a June 23, 2016, article from *The New York Times* regarding the similarities of studying STEM and the Humanities, something that has long been expressed here at OCC.

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