



BOARD OF TRUSTEES

Regular Meeting

Minutes

February 24, 2014

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order on Monday, February 24, 2014, by Mr. Carl V. Thulin, Chair, at 12:35 p.m. 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.

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, Mr. Joseph Passiment, Dr. Wilda Smithers, Mr. Jack Sahradek, Dr. Jon Larson, Executive Vice Presidents Jim McGinty, Richard Strada, and Sara Winchester, and Vice President Jianping Wang.

Attendance

The minutes of the January 27, 2014, Board of Trustees closed session and public meetings were approved by majority vote, with a correction to the public meeting minutes as follows:

Minutes
Approved

- ♦ The contract to NetQ Multimedia Company, Freehold, New Jersey, for the installation, repairs, testing, and troubleshooting of the College Center LAN and wireless network and new underground telephone cable for the new Students Center should have been recorded as an amendment to an under-the-bid threshold contract awarded on July 22, 2013:
- ♦ An additional \$30,685 to a previously awarded \$15,464.25 contract, for a maximum \$46,149.25 contract award.

Mr. Leone abstained from the vote to approve the January 27, 2014, meeting minutes.

Commendations

Dr. Larson and the Board commended the following employees for completing the requirements for the degrees noted:

Employee
Commendations

- ♦ Ms. Megan Procaccini, EOF/OMS Advisor, who received a Master of Arts degree in Communications Studies from Kean University.

- ◆ Dr. Maureen Reustle, Dean of Academic Services, who received a Doctor of Letters degree from Drew University.

Both Ms. Procaccini and Dr. Reustle expressed their appreciation for the support they received as they worked toward their degrees.

Dr. Larson also commended Ms. Patty Baglio, Confidential Assistant to the Director of Security, about whom he received a letter from a community member praising her for the extra effort she took to inform him of the College closing due to inclement weather.

Finance Committee

The following recommendations from the Finance Committee were approved upon a separate unanimous roll call vote:

- ◆ The statement of income and expenditures as of January 31, 2014, was accepted.

Income/Expenditures Accepted

- ◆ The following contracts were awarded:

- ◆ For background screening services:

Contracts Awarded

- ◆ A maximum of \$25,000 to American DataBank, Denver, Colorado, for employee screenings;

- ◆ At no cost to Ocean County College, with the students paying 100% of the fee, to Adam Safeguard, Toms River, New Jersey, for student screening.

- ◆ A maximum of \$23,566 to Tele-Measurements, Inc., Clifton, New Jersey, for Tek TriCaster video editing and production equipment for use at Ocean County College.

- ◆ A maximum of \$38,500 to Remington, Vernick & Vena Engineers, Toms River, New Jersey, for professional engineering consulting services for drainage at the TV Studio at Ocean County College.

- ◆ A resolution was adopted to award a maximum \$32,000 contract to Pauly Group, Inc., Springfield, Illinois, for professional search services from February 24 through December 31, 2014, to assist in filling key positions at Ocean County College.

Resolution Adopted for Contract Award

- ◆ The Board rescinded the \$145,000 contract awarded on January 27, 2014, to George Koustas Painting and Construction, L.L.C., West Long Branch, New Jersey, for the replacement of ductwork in the Nursing Building at Ocean County College, and, instead, awarded a maximum \$194,475 contract to EACM Corporation, Sea Bright, New Jersey, for this project.

Contract Rescinded

Contract Awarded

- ◆ The following contracts were amended:

Contracts Amended

- ◆ An additional \$50,000, for a maximum total of \$140,000, to My Restaurant Group, Inc., Jersey City, New Jersey, for additional catering services during the first year contract for food and vending services at Ocean County College (contract originally awarded at the June 7, 2013, Board meeting).
- ◆ An additional \$6,200, for a maximum total of \$156,310.50, to Assessment Technologies Institute, L.L.C., Leawood, Kansas, for additional testing materials for the Nursing Department and Testing Center at Ocean County College (contract originally awarded at the July 22, 2013, Board meeting).
- ◆ The Board rejected the one bid proposal received on February 18, 2014, for the UREA solution for the Combined Heat and Power Plant operation due to noncompliance of required forms in accordance with bid specifications and requirements; this was the second request for proposals after no responses were received to the first request.

Bid Proposal
Rejected

Bylaw, Policy, and Curriculum Committee

Upon majority roll call vote, with an abstention from Mr. Leone, the following recommendations from the Bylaw, Policy, and Curriculum Committee were approved:

- ◆ Policy #3111, Academic, General Qualifications, was revised.
- ◆ Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, were temporarily suspended during the dinner hours of the Professional Retreat held on campus by the firm of Carluccio, Leone, Dimon, Doyle & Sacks, L.L.C., on Wednesday, February 12, 2014.

Policy #3111
Revised

Policies #3074
and #5256.1
Temporarily
Suspended

Buildings and Grounds Committee

The groundbreaking for the new Student Center should occur sometime this week. There are plans for a time lapse camera to be installed at the construction site so building progress can be posted on the College webpage.

Upon unanimous roll call vote, the Building and Grounds Committee Report for January 27, 2014, was accepted.

Building/Grounds
Committee Report
Accepted

Personnel Committee

Mr. Leone, Chair, highlighted one item in the Personnel Report. The members of the Supportive Staff Association ratified a new contract for the period July 1, 2010, through June 30, 2017. Mr. Leone was pleased that the Board is taking action to approve the contract today.

Upon unanimous roll call vote, the Personnel Report was approved as recommended.

Personnel Report
Approved

President's Report

Dr. Larson reported on his recent visits with Kean University President Dawood Farahi and Fairleigh Dickinson University President Sheldon Drucker regarding possible partnerships to offer online courses and programs both nationally and internationally. Also in attendance at the meetings were Ms. Sara Winchester, Dr. Jianping Wang, Pearson eCollege CEO Matt Leavy and Vice President Allison King, as well as representatives from both Kean and FDU. There is great interest by all to continue exploring these partnership possibilities.

President's
Report

Dr. Wang updated the trustees on several academic initiatives:

- ◆ The first installment of the College Access Challenge Grant, a program for the improvement of college readiness of graduating high schools students, has been received. This particular program will be a partnership with the Toms River Regional High Schools. An initial meeting is scheduled with students and parents on February 26.
- ◆ The Honors by Contract Program is continuing this semester. Dr. Wang expressed her appreciation to the many faculty and lecturers who have volunteered to work with the students.
- ◆ Mr. Ken Kubes, Psychology Lecturer II, briefly described his efforts as coordinator of the Cross-Disciplinary Internship Program, an initiative that is intended to better prepare OCC students for their future study and employment. Mr. Leone mentioned that an OCC paralegal intern at his firm has been quite productive and helpful.
- ◆ A Volunteer Mentoring Program has been established, which builds one-on-one relationships between student and their mentors to offer encouragement, support, and guidance. These relationships will, hopefully, promote student success. Ms. Diane DeFilippo, Academic Support Specialist, is coordinating the program.
- ◆ Over 170 people have registered for the Regional Conference on Student Success being hosted by OCC on February 28, representing 17 of the 19 New Jersey community colleges and 5 four-year institutions.
- ◆ Ms. Rebecca Feiler-White, Sociology Lecturer II, informed the trustees of the visit by the Drepung Gomang Monastery Arts Tour during the week of March 3 through 7. This event is sponsored by the Student Life Committee and the Global Education Committee.

Ms. Eileen Buckle, Director of Financial Aid, reported on OCC's draft 2011 Three-Year Cohort Default Rate of 11.9%, which was recently received from the U.S. Department of Education. This rate represents a reduction from the 2010 and 2009 Three-Year Cohort Default Rates of 18.1% and 19.9%, respectively. Ms. Buckle noted that Mr. Thomas Curtain, former Financial Aid Advisor who passed away in December, played a critical role in improving the College's default management process.

The Fourth Annual Senior Living Expo will be held on March 26 in the OCC Gymnasium. Ms. Jan Kirsten, Executive Director of College Relations, noted that Community Medical Center is a major sponsor for the fourth consecutive year; New Jersey Natural Gas is also sponsoring the event for the fourth year.

Ms. Anna Regan, Director of Academic Advising Services, shared with the trustees the many events planned for the spring semester to engage and train faculty advisors in an effort to provide the best advising experience for the students.

Dr. Larson commended Mr. Gary Shaffer, Assistant Professor of Communications, for having his article, "Scaring Up Sponsors," published in a trade publication, *Selling Halloween*.

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, March 24, 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-
March 24,
2014

The following meetings were scheduled:

Monday, March 24, 2014	10:00 a.m.	Finance Committee	Meetings Scheduled
	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	

With no further comments from the Board members or the public, the meeting adjourned at 1:30 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Secretary to the Board of Trustees