



## BOARD OF TRUSTEES

### Regular Meeting

### Minutes

March 24, 2014

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order on Monday, March 24, 2014, by Mr. Carl V. Thulin, Chair, at 12:30 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, Mrs. Joanne Pehlivanian, Mr. Ed Feurey, Dr. Jon Larson, Executive Vice Presidents Jim McGinty, Richard Strada, and Sara Winchester, and Vice President Jianping Wang.

Attendance

The minutes of the February 24, 2014, Board of Trustees closed session and public meetings were approved by majority vote, with an abstention from Mrs. Pehlivanian.

Minutes  
Approved

### Commendations

Two student groups reported on their activities:

Commendations

- ◆ Phi Beta Lambda – Danielle Wittman and Sherri Lareau, President and Treasurer of PBL, summarized the success of the members at the recent State competition. OCC competed against many two- and four-year colleges at the event. The chapter represented the College well, winning several awards, some of which were for Most Professional Chapter, Public Speaking, Web Design, and Integrated Marketing. The PBL members are now busy raising funds so they can attend the National Leadership Conference, which will be held from June 24 to 27 in Nashville, Tennessee. The trustees voted unanimously, upon roll call vote, to provide financial assistance for trip expenses not covered by the group's fundraising activities and OCC Foundation support. Ms. Kathy Dillon, Associate Director of Business Studies, serves as advisor to PBL.
- ◆ Phi Theta Kappa – Ms. Carolyn Showalter, Assistant Professor of Mathematics and one of several PTK advisors, introduced Rebecca Lazerson and Christopher Lembo, two PTK students who attended the 27<sup>th</sup> Annual Phi Theta Kappa Middle States Regional Convention in Galloway, New Jersey, from March 7 to 9. OCC's Tau Iota Chapter was also quite

successful at its conference, with several members inducted in the Regional Hall of Honor for Chapter Officers and Chapter Members, being recognized as a Five-Star Chapter, and being named a Gold Chapter for its Honors in Action Project.

In addition, Rebecca has been selected as a 2014 Coca-Cola Community College Academic Team Scholar based on scores earned in the All-USA Community College Academic Team competition, for which more than 1,700 applications were received. She will receive a \$1,500 scholarship and a special medallion.

Other PTK advisors are Dr. William Rickert, Professor of Mathematics; Dr. Jennifer Dellner, Associate Professor of English and Literature; and Ms. Robin Weitz, Assistant Professor of Computer Studies.

### Finance Committee

The following recommendations from the Finance Committee were unanimously approved upon roll call vote:

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|---|---|
| ◆ The statement of income and expenditures as of February 28, 2014, was accepted.   | Income/Expenditures Accepted  |
| ◆ The Board adopted an amended resolution to approve the FY 2015 capital facilities project for the construction of a new Nursing/Information Technology Building, totaling an estimated \$16,450,000 and to direct appropriate College officials to seek financial support from the State of New Jersey through Chapter 12 funding and the County of Ocean for this project. | Resolution Adopted for Chapter 12 Project Funding - Nursing/IT Building |
| ◆ The following contracts were awarded:   |   |
| ◆ A maximum of \$267,000 to Spiezle Architectural Group, Trenton, New Jersey, for professional architectural consulting services for the development of the Ocean County College Facilities Master Plan.  | Contracts Awarded   |
| ◆ A maximum of \$106,430 to FVHD Architects Planners, Trenton, New Jersey, for professional architectural/engineering consulting services for a new stadium press box and restrooms at the athletic complex at Ocean County College.  |   |
| ◆ A maximum of \$31,500 to DLB Associates Consulting Engineers P.C., Eatontown, New Jersey, for professional engineering consulting services for power supply and lighting at the new stadium at the athletic complex at Ocean County College.  |   |
| ◆ A maximum of \$48,500 to Langan Engineering and Environmental Services, Inc., Elmwood Park, New Jersey, for professional engineering consulting services for lighting and site work in Parking Lots #2, #5, and #6 at Ocean County College.   |   |
| ◆ A maximum of \$13,200 to Joseph B. Callaghan, Inc., Blackwood, New Jersey, for professional engineering consulting services for water infiltration at the Technology Building at Ocean County College.  |   |

- ◆ The Board rescinded a \$23,566 contract awarded to Tele-Measurements, Inc., Clifton, New Jersey, on February 24, 2014, for the purchase of NewTek TriCaster video editing and production equipment for use at Ocean County College; and, instead, Contract Rescinded
- ◆ A maximum \$29,495 contract was awarded to Adorama Camera, New York, New York, for the purchase of NewTek Tri-Caster video editing and production equipment for use at Ocean County College. Contract Awarded
- ◆ Resolutions were adopted to award the following contracts: Resolutions Adopted for Contract Awards
  - ◆ A maximum of \$24,050.02 to Dimension Data, Bayville, New Jersey, for the purchase of Cisco products for use in various classrooms at Ocean County College.
  - ◆ To T & M Associates, Moorestown, New Jersey, for professional consulting services to assist the New Jersey Community College Joint Purchasing Consortium in the procurement of natural gas.
- ◆ The following contracts were amended: Contracts Amended
  - ◆ An additional \$187.50, for a maximum total of \$36,983.96, to Pocket Nurse, Ambridge, Pennsylvania, for the purchase of additional Nursing Skill Lab supplies for the Continuing and Professional Education Department at Ocean County College (contract originally awarded at the July 22, 2013, Board meeting).
  - ◆ An additional \$33,000, for a maximum total of \$792,565, to Blackney Hayes Architects, Philadelphia, Pennsylvania, for change orders for design services for a new heat exchanger addition and for revision to the exterior doors as part of the professional architectural and engineering services for renovations and additions to the College Center at Ocean County College (contract originally awarded at the April 26, 2010, Board meeting).
  - ◆ An additional \$75,000, for a maximum total of \$475,000 to Bil-Jim Construction, Jackson, New Jersey, for snow removal and emergency operator and backhoe for an underground utility break at the W. Kable Russell Building and a hot water pipe repair at the John C. Bartlett, Jr., Hall at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
  - ◆ An additional \$2,453.10, for a maximum total of \$31,938.10, to The College Board, New York, New York, for additional Accuplacer and diagnostic unit testing materials for use at Ocean County College (contract originally awarded at the November 4, 2013, Board meeting).
- ◆ The Board rejected the bid proposal received on March 11, 2014, for Nursing software in accordance with bid specifications and requirements as a result of only one response having been received, which was determined to be noncompliant. Bid Proposal Rejected

- ◆ A \$150,000 grant award was accepted from Santander Bank, N.A., Boston, Massachusetts, representing a gift of \$50,000 per year for three years, to support the development of the Lakewood High School Program, which will seek to increase college access and positive educational outcomes by providing academic support, workshops and seminars for students and parents, imbedded Jump Start courses, assistance with the application for college, financial tuition support, and continuing academic and personal support while attending college. Project director: Ms. Laura Rickards, Director of EOF/OMS. Project period: March 24, 2014, through June 30, 2017.

Grant Award  
Accepted

#### Bylaw, Policy, and Curriculum Committee

The Board, upon unanimous roll call vote, approved the following as recommended by the Bylaw, Policy, and Curriculum Committee:

- ◆ Items accepted by the College Senate at its meetings on March 5 and March 19, 2014:
  - ◆ New Course – ENGR 101, Introduction to Engineering
  - ◆ Revised College Senate Bylaws
- ◆ The Board approved the temporary suspension of Policy #3074, Alcohol- and Drug-Free Workplace, and Policy #5246.1, Campus Life, Drugs, during the hours of the Barnegat Bay Yacht Racing Association Cocktail Reception beginning at 6:00 p.m. on Saturday, May 31, 2014, in the College Gymnasium.

College Senate  
Items Approved

Policies  
Suspended

#### Buildings and Grounds Committee

Upon unanimous roll call vote, the Board approved the following items from the Buildings and Grounds Committee:

- ◆ The Building and Grounds Committee Report for March 24, 2014, was accepted.
- ◆ The Board adopted a resolution authorizing the proper officers of the Board of Trustees to execute a Grant of Conservation Restriction/Easement in favor of the State of New Jersey Department of Environmental Protection for a Mitigation Site Area, consisting of approximately 3.29 acres, designated as a portion of Lot 26.03, Block 394, as shown on the official tax map of the Township of Toms River, New Jersey.

Building/Grounds  
Report Accepted

Conservation  
Easement  
Authorized

#### Personnel Committee

The Personnel Report was presented by Mr. Leone and approved upon unanimous roll call vote.

Personnel Report  
Approved

#### President's Report

The Ocean County College Board of School Estimate will be held this week on Wednesday, at which time the financial support from the County of Ocean towards the College's FY 2015

President's  
Report

budget will be approved. Also to be presented for adoption are resolutions pertaining to the renovation, renewal, and replacement of facilities on campus. This year's members are Freeholders John Bartlett, Jr., James Lacey, and Joseph Vicari, as well as Board Chair Van Thulin and Board Treasurer Jerry Dasti. Trustee Stephan Leone serves as Secretary of the Board of School Estimate.

Dr. Larson expressed his genuine appreciation for the extraordinary support Ocean County College receives from the County of Ocean. There is no other community college in the State that enjoys a comparable level of support from its freeholders.

The Middle States Association evaluation team is visiting the College next week, beginning with a welcome reception on Sunday, April 6. The team members will be busy from Monday through Wednesday, April 7 to 9, meeting with members of the College community. The team chair will present an oral report during an open meeting on Wednesday, April 9.

The work of the Project Management Team and the Guiding Coalition for the Ocean Transformation Initiative is well on its way. A dedicated website has been established for all meeting agendas, minutes, and associated reports to keep the College community informed of the progress. The results of this unique Initiative will have a continuing beneficial impact on the long-term future of Ocean County College. Dr. Larson commended Mr. Jeff Harmon and Ms. Sabrina Mathues, Project Manager and Assistant Project Manager, respectively, whose efforts have been outstanding.

Dr. Alice Botein-Furrevig, Associate Professor of English and Literature and Program Advisor for the Ocean County College Center for Peace, Genocide, and Holocaust Studies, provided the trustees with information regarding events that will take place on campus for Holocaust Remembrance. This year's theme is "Children of the Holocaust."

Dr. Wang reported on the Student Success Conference hosted by OCC on February 28. Seventeen of the nineteen New Jersey community colleges were represented. Dr. Wang also spoke of the recently submitted application for the Aspen Prize for Community College Excellence as well as the efforts being made to strengthen partnerships with four-year institutions, most recently with Bloomfield College.

Ms. Elizabeth Clements, Registrar, discussed the Commit to Complete program, a national campaign to encourage students to complete their college education, and OCC's efforts, through the Commit to Complete Tuition Discount Program, which will award students with free summer classes if they meet eligibility requirements.

Ms. Carol Kaunitz, Director of Auxiliary Services, informed the Board of the various programs and productions being offered by the OCC Theatre and the Planetarium.

Ms. Kathleen Calabrese, Continuing and Professional Administrator for Programs and Camps, spoke of the many offerings of the Summer Camp Program for Children and the regular CPE programs.

Dr. Maysa Hayward, Dean of e-Learning Faculty, provided an update on the non-credit English-as-a-Second-Language pilot program that will soon be offered.

Mr. Ralph Bertini, Television Production Director/Producer, was congratulated for the encouragement he gives his students. He recently received a note from a former student, who is now employed as a Broadcast Studio Technician in Tampa, Florida. She credits Mr. Bertini for preparing her well for a career in television production.

#### Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for a closed meeting to be held on Monday, April 28, 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-  
April 28, 2014

The following meetings were scheduled:

<b>Monday, April 28, 2014</b>	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 1:40 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Connie Bello  
Secretary to the Board of Trustees