

TO: Members, OCC Board of Trustees

FROM: Jon H. Larson, Ph.D.
President

SUBJECT: Items of Interest for the **March 28, 2005, Board Meeting**

DATE: March 23, 2005

Visitors from China

Ten Chinese teachers, who provide **English as a Second Language instruction** to high school students in their country, recently **visited Ocean County College**. After a long process of obtaining visas in China to allow them to travel, the teachers arrived on campus in **early December** and were here **until March 8th**. They **studied for nine hours per week**, with the instruction including practice in **listening, speaking, pronunciation, materials preparation, and ESL methodology**. Various lecturers were invited to give presentations, and the teachers visited numerous English classes on campus.

Mr. Richard Bailey, Assistant Professor of English and Literature and the English as a Second Language Program Advisor, coordinated the activities and instruction for the teachers. I have asked Professor Bailey to come to Monday's Board meeting to give a **brief report** on the **success of their visit**.

Middle States Accreditation Visit

I will be **chairing a Middle States team** to evaluate **Dutchess Community College** in **Poughkeepsie, New York**, from **Sunday, April 3rd, to Wednesday, April 6th**. This is my **second evaluation team chairmanship** since arriving at the College; **last year** I visited the **Community College of Beaver County** in Pennsylvania.

The team is composed of **eight community college professionals** from **New Jersey, Pennsylvania, and Maryland**, as well as a **representative** from the **Community College Office of the State University of New York**, of which Dutchess is a part. During my **preliminary visit** on **November 18th and 19th**, I had the opportunity to meet the President and familiarize myself with the campus.

The **process of self-assessment** is an **exciting and challenging undertaking**. I am **looking forward** to the evaluation visit at Dutchess Community College, and I anticipate a **rewarding experience**.

American Association of Community Colleges

The **85th Annual Convention** of the **American Association of Community Colleges** is taking place in **Boston** from **April 9th to 12th**. This year's convention **theme** is "**Building Access to Success,**" which reflects the need for community colleges to **look beyond access** to focus on greater, **measurable accountability and institutional effectiveness**.

I will be attending the convention with **Mr. David Wolfe, Dr. Judy Icklan, Dr. Frank Wetta,** and **Dr. Jim McGinty,** as well as with **representatives** from our technology provider, **SunGard Collegis**. **Judy** will also be with us.

I am delighted to inform you that I am **participating in two presentations** at the conference:

- ◆ **"Responding to the Increasing Demand for Higher Education in Ocean County, New Jersey,"** presented by **Dr. McGinty; Ms. Claudine Keenan, OCC Instructional Designer; Ms. Emily Rudin and Mr. Richard Yankosky, Vice Presidents of SunGard Collegis; and me.** This session will focus on how OCC is **redesigning high enrollment courses** through technology and on the **one day per week** option for the **Nursing Program**.
- ◆ **"Planning and Implementation of an Effective Institutional Government Relations Program,"** presented by **Mr. Dave Wolfe, OCC's Government Relations/External Affairs Liaison, and me.** Mr. Wolfe and I will discuss the **implementation** of a **college government relations program** and the **success** that has been **realized** as a result of Mr. Wolfe's role as Liaison.

Trustee Professional Development

The next **educational trustee seminar** sponsored by the **New Jersey Council of County Colleges** is scheduled for **Monday, April 18th,** at the **Forsgate Country Club** in Monroe Township. The **one-hour seminar** will take place at **5 p.m.** in conjunction with the Council's regular meeting. Trustees attending the seminar are invited to **stay for dinner** with other **trustees from throughout the state** who will be attending the Council meeting.

The Council is also sponsoring its **Annual Trustee Conference** at the **Marriott Hotel** in **Trenton** on **Thursday, May 12th**. In addition to presentations by **key policymakers** in Trenton, this year's conference will **continue discussions** on topics from the **trustee seminars**.

OCC Board of Trustees Spring Retreat

We are scheduling a **Spring Retreat** for our trustees on **Monday, May 9th**. The retreat will begin at **3 p.m.** and will end by **6:30 p.m.**, following dinner. The **location** of the retreat is **to be determined**. We will advise you as soon as plans are finalized.

These quarterly retreats have proven to be **very beneficial** by providing the opportunity for us to **share information** and to discuss **plans for the future**. At the May 9th retreat, we are considering the review of issues relating to **college insurance, college advancement initiatives, and outcomes assessment activities**.

Reception for Mr. Joseph A. Citta

A **reception** is being scheduled to **honor Mr. Joseph A. Citta** upon his **retirement** from the **OCC Board of Trustees** after **over 31 years of service**. Joe has been **deeply committed** to the **college, to its Board of Trustees, and to the Ocean County College Foundation**. His contributions in **time, effort, and resources** have played an **integral part** in the **success of the college**.

We are currently establishing a **special committee** to **plan this reception**, which will take place on **Wednesday, May 25th**, from **4 to 6 p.m.** on the **college campus**. If you are **interested in participating** in the planning, please let me know.

OCC Bookstore Renovation

The **Ribbon Cutting Ceremony** for the **OCC Bookstore** will take place on **Monday, March 28th**, immediately following the Board meeting, at **approximately 2 p.m.** The **brief ceremony** will be held in the **vestibule** of the **College Center/Bookstore Building**.

I have asked **Ms. Jan Kirsten, current Manager of College Relations and former Bookstore Manager**, and **Ms. Carol Kaunitz, the current Bookstore Manager**, to join us at Monday's meeting to give you some **perspective on the improvements** that were made through this renovation and the ways in which they will **benefit our students** and make the Bookstore **more profitable**.

Volunteer Week

The week of **April 17th through April 23rd** has been proclaimed as **National Volunteer Week**. **Established in 1974 by Presidential executive order**, National Volunteer Week designates a special time to **recognize and celebrate** the tremendous **efforts of volunteers** and the ways in which they **benefit our society**. This year's **theme** is **"Inspire by**

Example,” a recognition of the **power** volunteers have **to inspire others** to join them.

To commend the volunteers who provide outstanding support throughout the college, I recommend that the trustees **adopt a resolution** proclaiming **April 17th through April 23rd** as **National Volunteer Week at Ocean County College**.

Employee Recognition

Mr. Jim Clemente, an adjunct in the **Mathematics Department**, has been elected as **Chair** of the **New Jersey Teacher Pension and Annuity Fund (TPAF)** as of January 2005. He has been a **TPAF trustee** for **18 years**. He is a member of the **New Jersey State Investment Council** and the **NJEA Pension Policy Committee**. He also serves on two other **pension related committees** at the **national level**. Professor Clemente has been an **OCC adjunct since 1998**.