

TO: Members, OCC Board of Trustees

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

SUBJECT: Items of Interest for the **November 1, 2004, Board Meeting**

DATE: October 27, 2004

Shared Governance Structure – The College Senate

I am extremely pleased to share with you at Monday's meeting the recently developed **proposed bylaws** for the **College Senate**, the shared governance structure **adopted by the Board** at its meeting on **June 1st**.

The trustees directed me to **appoint a committee to write the bylaws** for the Senate, working within the structure that the Board adopted. This committee, **chaired by Dr. James McGinty**, worked **many hours** throughout the **summer** and into the **fall semester**. **Six campus-wide hearings** were held to **solicit broad participation** by the college community. The committee's proposal was **forwarded to me on October 8** well **within the timeframe** designated by the trustees. Since then, I have reviewed the document and made several minor revisions.

In order to provide you with sufficient time **to read and react** to the proposed bylaws, my **recommendation for approval** will be presented to you at the **December 13th meeting**. I believe you will find the **committee's work** to be **excellent** and that the bylaws will **serve the college well** as we move into the future.

If you have any questions or concerns prior to December 13th, I would be happy to discuss them with you.

Governmental/External Relations

I have invited **Mr. David Wolfe** to make a **brief presentation** to the trustees at Monday's meeting on his recent **activities**. In his role as the college's **Governmental and External Affairs Liaison**, Mr. Wolfe has been **active** both in **New Jersey** and **outside the state**. In his brief time as our Liaison, Mr. Wolfe has **identified, requested,** and **secured federal appropriations** for the college, has been **successful in friend- and fundraising**, and has **promoted the college** in ways that were heretofore unavailable.

Articulation Agreement

Ocean County College signed an **articulation agreement** with **Richard Stockton College of New Jersey** for programs in **Marine Science** and **Environmental Science**. The agreement permits Ocean County College students with an A.A. degree in General Education with a concentration in Science to **achieve seamless transfer** into these Richard Stockton College B.A. and B.S. degree programs. **Richard Stockton President Dr. Herman Saatkamp, Jr., and I signed the agreement** at the **October 20th** Board of Trustees meeting on the Stockton campus. This is an initial step in a **mutually beneficial partnership** to **share resources** and to **assist an underserved student population** in this area of the state.

Dr. Saatkamp has indicated a desire to **attend the December 13th Board meeting** to **express his appreciation** for the partnership that has been established between OCC and Richard Stockton College.

On-Line Nursing Program

I am pleased to report that the **New Jersey Board of Nursing**, at its meeting on **Tuesday, October 19th**, unanimously **approved** the Ocean County College application to offer a **One Day per Week RN program**. Ocean County College is the **first New Jersey institution** to **earn Board approval** for this innovative program.

When OCC's application was being considered at the meeting, **Nursing Professors Leah Kelly** and **Joan Barrett** explained the **mentor and residential experiences** in great detail; **Dean of Health Sciences and Human Performance James Brown** explained the rigorous **Robert Wood Johnson Foundation research program**; **Professor Sandra Kearns** discussed **faculty development**; and **Ms. Claudine Keenan, Faculty Innovation Center**, presented two of the **on-line courses** that the Nursing faculty have developed so far. The members of the Board of Nursing were **impressed** by the college's attention to **servicing student needs** and **maintaining a balance** between **on-line and on-site** experiences. The Board has asked the college to **share more of its materials** 30 days prior to our January launch and requested that OCC serve as **a model to other institutions** that will put forward similar applications in the near future.

New Jersey Board of Nursing approval comes on the heels of a **similar positive response** from the **National League for Nursing Accreditation Committee**, our professional accrediting body, received at the end of **August**.

40th Anniversary Gala/Holiday Party

You are cordially invited to join us at our **40th Anniversary Gala/Holiday Party**, which is scheduled for **Saturday, December 4th**, from **7:00 to 11:00 p.m.** at the **Crystal Point Yacht Club** in Point Pleasant. This very special event is the **culmination** of our year-long **anniversary celebration**, and it is anticipated that it will be **well attended**.

A **formal invitation** will be sent to you in the near future by **Ms. Jan Kirsten, Manager of College Relations**, who is planning the affair. The cost per person is **\$35**. We would be delighted if your schedule allows you to join us at the Gala.

Veterans Day

Veterans Day at OCC will be recognized on **Thursday, November 11th**, at **1:30 p.m.** with a ceremony at the **Veterans Memorial**. A brief **reception** will follow in the **Solar Lounge** of the College Center. **Commander Edward G. Gunning, Jr., Air Operations Officer of the Lakehurst Naval Air Engineering Station**, will be our **guest speaker**. In the event of rain, the activity will take place in the Fine Arts Theatre.

VIP Night

An invitation was recently sent to you for **OCC's VIP Night**, which is taking place on **Thursday, November 11th**, in the **Fine Arts Theatre**. VIP Night provides an opportunity to **express appreciation** to our many **community supporters** while, at the same time, introducing our **new friends** to the Theatre and to the college. This year, our featured production is ***A View from the Bridge***. The play begins at **8:00 p.m.** Please inform Ms. Tara Kelly's office if you are able to be here, and your tickets will be waiting at the box office when you arrive.

Certificate in Nurse Paralegal

A **new instructional program** has been developed by the Business Studies Department for **registered nurses** who have an interest in **medical/legal issues**. Students who complete this **24 credit program**, consisting of **8 specialized courses**, will obtain a **Certificate in Nurse Paralegal**. Some of these courses include Introduction to Civil Litigation, Health Care Law, Legal Research and Writing, and Medical Legal Ethics.

It is not being suggested that registered nurses consider leaving the nursing profession. Rather, an interest was expressed by nurses who would like these courses for **personal and professional development**. Nurses who gain knowledge in the legal issues of the medical profession will **enhance** their opportunities for **career advancement**.

College Relations Recognition

The **National Council for Marketing and Public Relations** held its annual district conference in Rehoboth Beach, Delaware, from **October 3rd to 5th**. OCC was recognized in two ways. A **proposal** submitted by **Ms. Tara Kelly** and **Dr. Toni Clay** entitled “**College Relations and Enrollment Management—Perfect Together**” was selected for presentation at the conference. Additionally, **Mr. Glenn Foster** received a **Gold Medallion Award** for his design of the **Acceptance Packet** we are using for new students. He also received a **Bronze Award** for the design of the **Commencement Program**.

College Office Supplies

Allied Office Supplies has been awarded the **State contract** for **office supplies**, and **Ms. Sara Winchester** is taking the necessary steps for OCC to **take advantage** of this contract, which provides a **73 percent discount** off manufacturer’s retail price. Access to a website designed specifically for OCC will be provided so that all office supplies will be **ordered directly on-line**. **Orders** will be **delivered** by Allied within **two days**.

This new system will allow the **Accounting Office** to **significantly reduce** the number of **checks** it issues every month, resulting in a **cost savings** to the college. Only one invoice from Allied will be paid per month.

International Education

International Education Week was established in **2000** as a joint effort between the **U.S. Department of Education** and the **U.S. Department of State** in order to promote and celebrate **multiculturalism** and **international education**. It is celebrated worldwide to highlight the benefits of **international education exchange** and to **strengthen bridges** of **international understanding** by organizing and participating in exchange programs.

This year’s International Education Week is from **Monday, November 15th to Friday, November 19th**. In celebration of the week, a number of **activities** are scheduled on campus, some of which include:

- ◆ “**Peace and Conflict Resolution**,” a lecture by **Sinba Maasai** from Kenya, Africa on **Monday, November 15th** from 11:00 a.m. to 12:00 p.m.
- ◆ “**International Conflict: Sources, Trends, and Resolution**,” a lecture by **Dr. Jeffrey Helsing**, Program Officer, **United States Institute of Peace**, on **Tuesday, November 16th**, from 1:00 to 2:00 p.m.
- ◆ A bus trip to **New York City** to tour the **United Nations** and attend a Broadway play, ***Fiddler on the Roof***, on **Wednesday, November 17th**. The bus will leave the campus at 1:00 p.m. and will return following the 8:00 p.m. play.

In recognition of International Education Week, it is respectfully requested that the trustees **adopt a resolution** to proclaim **November 15th through 19th** as **International Education Week at Ocean County College** and to encourage the college community to **participate** in these special activities.

In addition, in support of our **commitment to International Education** and to foster educational **partnerships with international institutions**, a recommendation will be presented to you at Monday's meeting to approve a **spring 2005 special sabbatical leave** for **Mr. Karl Kleiner, Associate Professor Business Studies**. Professor Kleiner has been invited to become **OCC's first exchange scholar** at **Xi'an International Studies University** in China. He will be the university's **first business studies faculty member** from a **foreign institution** of higher education. The terms of the sabbatical will be in accordance with the **Memorandum of Understanding** signed by **President Ruiqing Du**, the **President of Xi'an International Studies University** and me in **June 2001** when I visited China.

OCC Community Chorus and Concert Band

This past **Saturday and Sunday, October 23rd and 24th**, I had the privilege of participating in a **wonderful performance** by the **OCC Community Chorus** and **OCC Concert Band**. In recognition of OCC's 40th anniversary, the chorus and band joined together to present "**A Time of Celebration.**" As the band played and the chorus sang, I read the text from the **Inaugural Address of John F. Kennedy** in a number written by our former Band Director, **Mr. Phillip E. Moore**.

The Community Chorus and Concert Band will again perform jointly for "**A Holiday Concert**" on **Saturday and Sunday, December 11th and 12th**. This performance will be a **tribute to OCC's 40th anniversary**. The **Chorus** is directed by **Ms. Carolyn Moore**, and the **Band Director** is **Mr. Gerald Ridsen**.

If you are available, I am sure you would enjoy the Holiday Concert.

Alumni Association Activities

The **OCC Athletic Hall of Fame Induction Dinner**, cosponsored by the **Department of Athletics** and the **Alumni Association**, was held on **Thursday, October 7th**. A **new feature** of the event was a **silent sports auction** which **raised \$1,650** to help support the Athletic Hall of Fame Program. **Mr. Kevin William, WOBM Sports/Community Relations Director**, served as **master of ceremonies**.

On **Saturday, October 16th**, the **8th Annual Harvest Party** was held on campus. This special event provides a day of fun activities, entertainment, and a generous luncheon buffet for **children with cancer** and **their parents and siblings**. This year, **over 300** individuals attended, of which nearly **200 were children**. Donations from the community helped defray expenses for the event, and the **Chinery Family** continues to provide the

major funds to make this event possible each year. OCC alumnae **Monica Vermeulen '99** and **Tina Brantley '02** have **co-chaired** this event since its first year.

The **Alumni Advisory Council**, comprised of five executive officers and fourteen members-at-large, will hold a **planning retreat** on **November 9th and 10th** at 5:00 p.m. in the conference room of the new Technology Building. **Mr. Michael Redpath** of Redpath and Associates, LLC, will serve as **facilitator**.

The **7th Annual Campus 5K Run & Fitness Walk** will be held on **Sunday, November 14th**, on the campus. Proceeds from the event benefit the **Alumni Scholarship Fund** and other alumni programs supporting the students of OCC.