



PRESIDENT'S REPORT

Jon H. Larson, Ph.D.

TO: Members, OCC Board of Trustees

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

SUBJECT: Items of Interest for the **April 7, 2020, Board Meeting**

DATE: April 1, 2020

Phi Theta Kappa Middle States Convention

The **Phi Theta Kappa Middle States Region** planned to host a **Convention** on the weekend of **March 13 to 15, 2020**. However, because of the **current COVID-19 situation**, the **Convention** was **changed** to a **virtual Convention** held **online** on **Saturday, March 28, 2020**. **Dr. William Rickert, Phi Theta Kappa Advisor and Professor of Mathematics**, participated in the event with **many members of OCC's Tau Iota Chapter**, along with **members of the other 80 chapters** in the **Middle States Region**.

Tau Iota received **significant recognition** at the **Convention**:

- **George Malgeri** was **inducted** into the **Chapter Member Hall of Honor**.
- **George Malgeri** was named the **Most Distinguished Chapter Member** in the **Middle States Region**.
- **Jess Pabon** and **Emily Gioberti** were **inducted** into the **Chapter Officer Hall of Honor**.
- **Emily Gioberti** was **one of five officers** to be named a **Distinguished Chapter Officer** for the **Middle States Region**.
- The **Tau Iota Officer Team** received **Honorable Mention** as a **Distinguished Chapter Officer Team**.
- **Tau Iota** was **one of fifteen chapters** to receive the **Honors in Action Award**.
- **Tau Iota** was **one of five chapters** to receive the **Honors in Action Theme 1 Award** for the theme **Networks of Life**.
- **Tau Iota** was **one of fifteen chapters** to receive the **Distinguished Chapter Award**.
- **Emily Josephson**, the **President of Tau Iota**, is a **Gold Scholar** on the **2020 All-USA Coca-Cola Academic Team**.
- Finally, earlier in the week, it was **announced** on **social media** by the **Middle States Region** that **Tau Iota** is recognized as a **Gold Chapter**, a **Reach Chapter**, and a **Five-Star Chapter**.

We are **extremely proud** of the **accomplishments** of OCC's **Tau Iota Chapter** and its **members**. **Sincere appreciation** is expressed to **PTK Advisors, Dr. William Rickert, Assistant Dean of STEM Carolyn Showalter, Professor of English Jennifer Dellner, and Adjunct Assistant Professor David Rickert**. As **Dr. Rickert** shared with me, it is **refreshing** to give you this **positive news** during this **difficult period** of separation.

OCC Operations in Response to COVID-19 Public Health Emergency

The next portion of my **report** is **devoted** to the **impressive and praiseworthy response** by the **College community** to the **unprecedented COVID-19 public health emergency**. Under the **leadership** of **Executive Vice President Sara Winchester and Vice Presidents Eileen Garcia, Joseph Konopka, and Jerry Racioppi** and their **respective staffs**, **Ocean County College** has moved **efficiently and effectively** to a **virtual environment** that is continuing to **serve both its students and employees with excellence**.

Below is a **summary** of the many **actions taken**:

e-Learning and Learning Enterprises

The **e-Learning team** began **preparations** for a **potential college closure two weeks prior** to the **date** of the **actual closure**. A **CANVAS training site** was **created** for all **face-to-face faculty**. **Content** was **“chunked,”** or separated into small sections, to make **learning easier**, and **short videos** were **created** to **support the training**. Working with the **Academic School deans**, a **plan** was **developed** to designate **three to six Canvas Super User Lecturers** in each **School** to be the **first team** to assist **face-to-face faculty (Level 1 support)**. An **e-Learning designer** was **assigned** to each **School** to work directly with the **Super Users** if **additional support** was needed (**Level 2 support**). Lastly, **three individuals (faculty trainer, designer, and LMS administrator)** were ready to assist if **Super Users** and their **assigned designers** could not solve a **problem (Level 3 support)**. The **e-Learning designing team** is **tracking the number of cases** being assisted.

Prior to the closure, a **communications schedule** was **developed** to keep the **unit on track**. **Vice President of e-Learning and Learning Enterprises, Dr. Eileen Garcia**, is **meeting** with her **leadership team**, consisting of **Instructional Designer Melissa Bova, Dean of e-Learning Vivian Lynn, and Associate Vice Presidents of International Programs Hatem Akl and Maysa Hayward**, on **Mondays, Wednesdays, and Fridays** using **Skype for Business**. These **meetings**, called **“Rapid Fire”** by **Dr. Garcia**, are **designed** to be **thirty minutes long** at the **end of the day**. Each **team member** reports on the **work being done** in their areas so **all** are **aware** of the **overall efforts** of **e-Learning**.

Dr. Garcia also has **longer, recurring meetings** with the **International subunit** since **preparations** are **underway** for the **expansion of Special Programs** to be **offered** to **additional universities** in **Egypt**. If, at any time during the day, there is a **“fire”** to put out, a **virtual meeting** is **established** to **address and solve the problem**. Also being **utilized** are **Skype for texting** as well as **Google docs** and **One Drive** for **document collaboration**.

Finance and Administration

The **Finance and Administration Division** has **responded** to the **COVID 19 pandemic** in the following ways:

- The **Office of Information Technology** is **overseeing** the **distribution** of **college-owned Chromebooks** to **students** who have indicated they **do not** have **access to computers**. The **number of students** is **not yet determined**, but a **recent survey** indicates **student needs** will be able to be **met**.

- **Security Officers** continue to **cover the campus twenty-four hours a day, seven days per week**. **Mr. John Lopez, Director of Security**, and with **Mr. Matthew Kennedy, Associate Vice President of Facilities**, have been **working with Ocean County** to set up a **COVID-19 testing site** on the **OCC campus**. The site began **operation on Monday, March 30, 2020**.
- From the **start** of the **COVID-19 outbreak**, **Facilities staff** have been **carefully overseeing the work** of the **outsourced custodial services team** and are **ensuring that effective disinfectants** were put into **use** and **cleaning protocols expanded and updated** to **respond** to the **crisis**. **Essential staff** are on **rotating shifts** to ensure that the **campus remains operational** and **critical functions continue**.
- **Payroll staff** are considered **essential** and have been **going into the office to process payroll**. Going forward, as **many functions** as possible will be done **remotely**, but it will still be **necessary** for some **staff members** to go to the **office to complete the payroll process every pay period**. The **College** is very **fortunate** to have **staff members dedicated** to **ensuring that this critical function continues** during the **pandemic**.
- **Finance staff** are **rotating their presence** in the **office to deposit and post student payments** that are **received in the mail**. It is also necessary for **staff** to be in the **office to process student refund checks**. **Many functions**, such as **billing and collections**, are **continuing remotely**. **Late fees will not be charged** to students who are **unable to make payments on time** due to the **pandemic**.
- Under the **leadership** of **Chief Information Officer James Ross**, the **OIT Department** has **supported** the **College's wholesale migration to online instruction and remote business processes**. The **IT team** has **worked tirelessly**, both **on campus and remotely**, to **ensure that the College continues to operate and serve students** during the **crisis**. It is **impossible to list the number and variety of tasks** handled by the **IT team**, and the **list grows every day**. **IT** has **overseen the distribution of College laptops to staff** as well as is **ensuring that everyone has access to the software and systems** needed to **continue operations**. The **Help Desk** remains **operational** and has been handling a **massive increase in call volume** related to a **myriad of issues**. We are **extremely proud** of the **accomplishments** of the **IT team** and **grateful to each staff member** who has **contributed** to the **outstanding work** that has **taken place** to date and that will continue into the **future**.
- **Continuing and Professional Education training programs** have been **adapted and moved to distance learning**, thanks to **dedicated instructors and staff**. **Many CPE processes and procedures** have been **revised to better serve students** during this **difficult time**.

CPE continues to **engage remotely** with the **community** by participating in an **assortment of professional development webinars, virtual meetings, and Affinity Group discussions** resulting in **community college responses, navigation of common obstacles, and sharing of best practices**.

CPE Business Engagement is working feverishly to **develop online and hybrid NJBIA-approved professional development** for **local employers** and their **workforce**, as many **industries** are experiencing an **unprecedented pause in services, remote work surges, and widespread workforce fluctuations**.

All **CPE events** have been **postponed** through **June**, including the **Ocean County Achievement Center Graduation**.

- Over the **past two weeks**, in **response to COVID-19**, the following **adjustments** were made to the **Jay and Linda Grunin Center for the Arts** schedule:

- **All shows between March 14 and May 26, 2020, have been rescheduled or cancelled.**
- **Ticketed patrons were contacted via phone, email, and social media.**
- **Schools were contacted to reschedule student trips.**
- **Birthday parties and wedding events scheduled in April and May were cancelled.**
- **A mobile box office was created to handle patron orders.**
- **Working with Purchasing, payments for upcoming events were cancelled or rescheduled.**
- **The marketing strategy was moved from specific shows to general Grunin Center/Novins Planetarium offerings.**
- **New online arts/planetarium programs were developed to connect with local schools.**
- **All staff are attending webinars focusing on their areas of specialty.**
- **Weekly discussions are taking place with other Performing Arts venues in New Jersey, New York, Connecticut, and Pennsylvania.**
- **Weekly Zoom calls are underway with Arts Ed Now New Jersey Steering committee.**
- **Virtual adjudication was completed for Visual Arts, Literary Arts, and Film Making for the Teen Arts Festival.**
- **New engagements are being explored with community partners for the performing part of the Teen Arts Festival.**
- **Discussions are ongoing with funders to identify new revenue resources for economic sustainability.**

Many patrons have been very understanding about necessary changes and are looking forward to returning for shows.

- **In response to the COVID-19 pandemic, the OCC Foundation has updated all forms, including the SERF (Student Emergency Relief Fund) application to be available online. All scholarship applications for Fall 2020 and graduation awards for this current semester remain open and will be awarded as anticipated.**

The Foundation assisted the College in donating all perishable food items to the B.E.A.T. Center of Toms River, an affiliate of Fulfill, as requested by Executive Vice President Sara Winchester, and is ready to distribute any/all frozen or non-perishable food items. Additionally, the OCC Foundation was the beneficiary of the 100 bouquet give-away, raising over \$500 in 30 minutes to benefit the Student Emergency Relief Fund on Saturday, March 21, 2020, at Narcissus Florals of Toms River. The Foundation has also secured an additional \$2,000 in ShopRite gift cards, already distributed to Student Life for students who express food insecurity.

The Foundation team has taken part in numerous peer-to-peer calls and webinars, including Community College Affinity Group calls, as it continues to hone its ability to work through this current challenge together. The Foundation team and the Investment Committee also continue to navigate the portfolio of endowments through uncertain times to ensure long-term sustainability and fiduciary responsibility.

All Foundation events have been postponed through June 2020, and the Annual Scholarship Celebration has been rescheduled for August 7, 2020.

- **Human Resources continues to field employee and manager questions and concerns regarding COVID-19 and other matters.**

Designated staff are reviewing new leave legislation to determine OCC's employer obligations and comply as appropriate.

Preparation for a Personnel Agenda for the April 7, 2020, Board of Trustees meeting/retreat is underway. While much hiring will be slowed or suspended, the College is proceeding on hiring and/or personnel actions as necessary.

The Department continues to function fully with recruiting, hiring, new hire orientations (remotely), employee relations, training, benefits enrollments, and issues resolutions. Ms. Lisa Gruber, Assistant Director of Employee Pensions, has been going to the office several times a week to handle incoming faxes, review the mail, and disseminate documents as necessary. Additionally, various projects are being assigned and completed by HR personnel.

A health-reporting email/telephone number is in service. To date, several reports have been received through this venue; no positive COVID-19 cases have been reported yet for employees or students.

Annual Mandatory Compliance Training will begin in the very near future; working from home will be a great opportunity for employees to participate in and complete this important training.

Academic Affairs

➤ School of Nursing and Health Sciences

Personal Protective Equipment was collected and provided to the Ocean County Office of Emergency Management (OEM) to support the COVID-19 emergency. Ms. MaryAnn Kaufmann, MSN, RN, and Skills, Simulation, and Student Retention Specialist, who manages the student labs, assisted Dr. Tracy Walsh, Dean of Nursing and Health Sciences, to collect 750 masks, 100 gowns, and 2,000 gloves for OEM. The School of Nursing has also notified the State of New Jersey of the availability of two ventilators and one BiPAP machine that may prove useful during the COVID-19 emergency, as required by Governor Phil Murphy's Executive Order 109.

The Student Nursing Organization hosted a Blood Drive in collaboration with Robert Wood Johnson/Barnabas Health (RWJ/BH) on March 11, 2020. There were 54 units of whole blood and 36 units of plasma collected. Per RWJ/BH, the results were amazing since many blood drives were cancelled due to COVID-19.

➤ School of Business and Social Sciences

The School of Business and Social Sciences recognizes the need to continue with the business of effectively teaching students through remote access, as well as the importance of staying connected in a time of social distancing. Toward that end, the School divided all of its instructors into 14 content-related groups and held a separate WebEx meeting for each of them. Based on conversations with attendees, it was ascertained who had a clear plan for finishing the semester and who needed assistance in moving to remote instruction. Those needing guidance were assigned either a College Lecturer II content expert mentor/coach and/or a Canvas power user, depending on their individual needs. Those not attending the remote meetings were requested to send a written plan for handling this transition. Instructor activity in Canvas was also monitored, and mentor/coaches have already been reporting progress. A secondary, yet vital, function of these meetings was social; attendees were happy to "see" each other and exchanged contact information to stay in touch. The School recognizes and applauds all of those on the front lines working on its behalf during this pandemic.

➤ **School of Arts and Humanities**

The **School of Arts and Humanities** has worked as a **team** to **share resources** and **support each other** and **students** during this time. Of **particular note** is the **ingenuity** and **dedication** of those **professors** and **lecturers** who teach **applied/hands-on courses**. The **dance instructor**, **ceramics instructors**, **music instructors**, **theatre instructors**, **public speaking instructors**, **video broadcast instructors**, and **American Sign Language instructors**, to name a few, have **revamped courses** to find **creative ways** to **interact** with **students** and **teach interactive lessons** from **afar**. Also of note, **Assistant Dean Veronica Guevara-Lovgren** led the charge in the **School** to provide **Chromebooks** for **students** without computer access, with the assistance of **Student Affairs** and **IT**.

➤ **School of Science, Technology, Engineering, and Mathematics**

Despite the closure of **OCC** and the surrounding high schools, **Dr. Mary-Ellen Rada**, **Director of the 2020 Jersey Shore Junior Science Symposium (JSJSS)**, and her **team** were able to **successfully complete** the **JSJSS competition** as the **presentations** and **judging** were all done **remotely**. In addition, the **students** submitted their **posters** along with **short videos** to **describe** them. **Transitioning** all this in an **almost impossible time frame** was **nothing short of genius**, allowing our **remote winners** to **participate** in the **now remote national competition**.

The **power users**, the **School's STEM Canvas Team**, have done an **exemplary job** in **transitioning STEM faculty** from **face-to-face learning** to **remote learning**. The **work accomplished** during the **Spring break** was outstanding. A **PowerPoint presentation** was created that includes **links** for **faculty** and **students** to **access**, providing them a **plethora of resources**, **places to chat online**, and **other helpful items**, which, hopefully, kept **students** from feeling **isolated**.

The **faculty**, **lecturers**, and **adjuncts** have **displayed humanity** in its **truest form**. **No complaints** were heard about **adjusting** in an **extremely short period of time**, and they **assisted each other** in **transitioning** to **live video classes** and working through **online assessments**.

Student Affairs

The **Division of Student Affairs** has engaged in a **number of new activities**, as **staff** work to **adjust** to “the new normal” to **advise** and **register students** for **classes**. All **staff members** are **working hard** to **help students** continue to **engage** with **one another virtually** and **provide support** when needed. In addition, **many** of the **leaders** within **Student Affairs** are working **in concert** with **staff** from **Academic Affairs** and **Information Technology (IT)** to move forward with the **implementation** of a **new retention and early alert system** called **Advise**.

- To **assist students** who needed **additional technology**, the **HUB** partnered with **IT** to **identify students** who had **Internet connections** at **home** but **no computer** to **access OCC's systems**. The **HUB staff**, in **collaboration** with **Campus Security** and **IT**, invited **many students** to **campus** (at specific times) to **loan Chromebooks** to them.
- **Fall semester registration** begins **April 7, 2020**. **Staff** from **multiple Student Affairs offices**, including **Advising**, **Admissions**, **Records and Registration**, and the **HUB**, will **interact** with **students** via **web forms**, **email**, **phone calls**, and **texting** to provide the **requisite support** in the **selection of courses** and to **assist** them with **registration**. The **approach** will **vary** depending on a **student's familiarity** with **College computer systems**.

- Next week, the **Transfer Coordinator** will **deliver OCC's first virtual transfer advising session**. In addition, the **Advising staff** are working to **complete 700 graduation audits** for students who **potentially could graduate** in the **near future**. When **audits are completed**, the **advisors** are **reaching out** to the **students** to **advise them** of the **courses** that are still **needed** and provide **encouragement** to **complete them**.
- The **Financial Aid Office staff** has **adjusted smoothly** to the **transition to remote operations** and **continues** to be **up-to-date** in the **processing of student aid applications** and **paperwork**. They are using **Microsoft Teams software** to **communicate** with the **HUB** on a **minute-by-minute basis** to **serve students effectively**.
- **Tutoring** has shifted to **online delivery**, **managed** through a **single point of contact online**, with **staff monitoring activity** and **distributing the work** to **tutoring personnel** as it comes in. This **rapid shift in delivery** was accomplished in **partnership** with **staff from Academic Affairs and Student Affairs**.
- **All sections** of the **Student Success course (STSC)** have been **migrated** to the **online version** of the **class**, and **teaching and learning continues**.
- **Student Life** has been **leveraging several features** within the **OCC app** to **communicate** with **students directly**. **Direct messaging** is focused on **encouraging students to persist and succeed** and is **emphasizing** that **Student Services** is able to provide the **support they need**. Recently, **Student Life** launched a **new service called Virtual Engagement** and is utilizing it to **create engagement opportunities** while **students finish out the semester remotely**. **Clubs**, such as the **Student Government Association**, are **hosting meetings online** to provide **opportunities for students to connect**. **Students** who are facing **food insecurity** continue to be **supported** through **Helping Hands** with the **Student Life-coordinated distribution of ShopRite gift cards**, purchased by the **OCC Foundation**.
- **Career Services** has continued **serving students** through **remote operation**, and the **volume of appointments** remained **consistent with the pre-remote pace**. Services provided include **Career Counseling; Online Career Assessments and Review; Resume, Cover Letter, and LinkedIn Profile Writing; and Internship and Employment Opportunity Searches**.
- The **Counseling Center staff** have conducted **check-ins** with **students** with whom they had been **working prior to Spring break** and are **reaching out to new referrals via telephone**. **Counselors** are providing **information and resources** to **students** through the **Canvas Mental Health course** and the **academic intervention Restore Your Score Canvas course**. Next week, the **staff of the Counseling Center** will **resume the Relax and Recharge sessions** via the **Mental Health Canvas course, live**.
- The **staff of the Veterans and Military Resource Center (VMRC)** has been **communicating** with **students** and helping them **adjust**. A **number of students** are **Reservists** who have been **activated for service**; **VMRC staff** are **assisting them** in making **good decisions** and are **working with faculty** to ensure that the **academic impact of the activation** is **minimal**.
- The **Spring athletic season** had **barely begun** before **current events** dictated the **cancellation of all outdoor games**. The **Baseball team** played **four games**; **Men's Lacrosse, two**; and **Women's Lacrosse** took the field for their **inaugural game** before having to **wrap up**. **Softball, Golf, and Men's Tennis** had yet to **compete**. Thanks to being able to **play from home**, **OCC's new E-sports team** is still in **action, battling colleges** from across the country in **Super Smash Bros. Ultimate** every **Thursday night**. The **National Junior College Athletic Association (NJCAA)** has announced that

all of the student-athletes who lost their spring seasons will have this year's eligibility returned to them. Hopefully, student-athletes who aren't graduating this Spring will return to our fields, courts, and fairway for a fresh start.

The information above is a snapshot of how Student Affairs has adjusted to remote operations; all 18 departments are working together to serve students and help them through this time.

Ongoing Activities

Academic Affairs

➤ School of Nursing and Health Sciences

- **OCC's 2019 final nursing licensure passing rate was 97.62%; 126 graduates from Fall 2018 and Spring 2019 sat for the examination. The national passing rate for all ADN programs was 85.17%. The national passing rate for all nursing programs was 88.18%.**
- **The Nursing Advisory Council met on March 4, 2020. Council members included representatives from various clinical facilities, current students, alumni, and faculty, who shared practice issues, job availability, and clinical experiences within the clinical facilities. Program outcomes, including licensure examination passing rates, completion, and job placement rates, as well as graduate satisfaction data, were reviewed and discussed during the meeting. Clinical facilities continue to indicate positive experiences with students completing clinical rotations and new graduates hired within their facilities.**
- **OCC Nursing III students and faculty attended the New Jersey Nursing Student Convention in Atlantic City on February 27, 2020. Seventy students had the opportunity to network with their peers from throughout the state and meet with potential employers. Educational sessions were provided throughout the day related to preparing the student for professional practice.**
- **On February 13, 2020, Elizabeth Stevenson, PhD, MSN, RN, Assistant Dean of Nursing and Health Sciences, participated in the Phi Beta Lambda professional panel discussion for students. Panel members discussed their professional careers and the processes that guided them to their current positions.**
- **During February, the Student Nurses Organization (SNO) collaborated with Lisa Ryan APN, Nurse Practitioner from the RWJ/Barnabas Health and Wellness Center, to celebrate healthy heart month. Members of SNO provided information to students and staff on diet, exercise, and stress reduction to promote a healthy lifestyle. This was done under the guidance of SNO faculty advisors Mary Sue Gill, MSN, RN; Barbara Hayles, MSN, RN; and Maryann Kaufmann, MSN, RN.**
- **On February 27, 2020, several School members attended a presentation by Kate Gillespie, MBA, RN, NE-BC, and President of the New Jersey State Nurses' Association (NJSNA), at the New Jersey Nursing Students Convention. The presentation, titled "The Role of the Nurse in Political Action, Advocacy, and Legislation," discussed the importance of nurses and student nurses becoming involved in their professional organizations and legislative issues. In attendance were Erin Vitale, MSN, RN, Nursing Lecturer II; Mary Sue Gill, MSN, RN, Nursing Lecturer II; Maryann Kaufmann, MSN, RN, Skills, Simulation, and Student Retention Specialist; Elizabeth Stevenson, PhD, MSN, RN, Assistant Dean of Nursing; and Teresa Walsh, PhD, MSN, RN-BC, Dean of Nursing and Health Sciences.**

- Assistant Dean Elizabeth Stevenson was the **keynote speaker** at the **RWJ Barnabas Health Community Medical Center Nurse Residency Program Graduation** on **February 26, 2020**. **Shane Barrett, RN**, a **Fall 2018 graduate** of the **OCC School of Nursing**, was the **Nurse Residency Speaker** at the graduation.

The **Residency Program** offers **new graduates** a **year-long orientation** to assist them to **transition** into **professional practice**. **Application** to the **Residency Program** is **highly competitive**. **Six** of the **twelve graduates** in the program were **students** who **completed** the **OCC Nursing Program**.

➤ School of Business and Social Sciences

- On **February 12, 2020**, **eight students** from the **OCC Hospitality Club** traveled with **Mr. Sean Bips, College Lecturer II, Hospitality, Recreation and Tourism Management**, to **Harrah's Resort and Casino** in **Atlantic City** for a **full-site tour** of the **property** and participated in **on-the-spot job interviews**. **Students** were provided with a **guided tour** of the **meeting and banquet space**, the **kitchen and culinary department**, and several **luxury hotel suite accommodations**. **One student** within the program, **Dillion Simeon**, was **hired** and will be starting as a **front desk coordinator** this summer.
- On **March 11, 2020**, **Mr. Ryan Edwards, Partnership Specialist** from the **New Jersey Field Division of the United States Census Bureau**, conducted an **information session** for **students** about the **importance** of **participating** in the **2020 census**, as well as provided a **detailed overview** of the **critical elements** collected from **census statistics**. The session was **organized** by **Mr. Jason Ghibesi, College Lecturer II, Political Science and History**.

➤ School of Science, Technology, Engineering, and Mathematics

- **Ms. Maria Steblyanko, College Lecturer II in Chemistry** and **advisor to the Chess Club**, hosted a **trip** on **Saturday, February 29, 2020**, to an **Escape Room** to promote **team spirit** and **strategic thinking**. A chess conference, **"Fifty Years of Chess in Ocean County,"** organized by the **Toms River Chess Club** with **OCC's Chess Club**, is tentatively **scheduled** for **April 18, 2020**.
- **Co-advisors** of the **Math Club**, **Assistant Professor of Mathematics Kaaren Finberg** and **Mathematics College Lecturers Julia Kim and Vandana Saini**, in **collaboration** with **Student Government**, held **Pi Day** on **March 11, 2020**. In addition, **plans** are **underway** for a **Lecture Series** with **Phi Theta Kappa** for **Mathematics Awareness Month** in **April**. More information will follow as it becomes available.
- The **Victory Garden**, sponsored by the **School of STEM** and located at the **VFW** on **Church Road** in **Toms River**, will be **underway** again soon. Also, the **hydroponic high school research projects** are **reaching beyond** the **Toms River high schools** and will also be involving **Jackson and Brick high schools** later in the year. A **grow tent** was **assembled** in the **Science Building** by the **Toms River students** in **preparation** for their own assembly at their school. This project will be **ongoing** for the **foreseeable future**.
- Several **certificate programs** are **under development**:
 - A **Sustainability Certificate Program** is **projected** to be **completed** in **early summer**.

- A **Sustainability Management Certificate** is being developed in **partnership** with the **School of Business and Social Sciences**.
- **Computer Science** is working to **complete** a **Cyber Security Certificate**.

Additionally, **two new courses**, **Introduction to Python Programming** and **Introduction to Cybersecurity**, will be offered for the **first time** this **summer**.

- As part of **Engineering Week** activities at **OCC** and through a **generous donation** from the **Outreach Lecturing Fund grant**, **Dr. Divyaprya Govindaraj**, visiting **Fulbright scholar**, lectured on “**Applications of Nanomaterials to Remove Emerging Pollutants in Water**” on **Thursday, February 20, 2020**.
- **School of Arts and Humanities**
 - **College Lecturer II in Communications and Theatre Paul Chalakani** and the **OCC Repertory Theatre Company** presented ***Lovers*** in the **Black Box Theatre** from **March 6 to 8 and 12 to 15, 2020**. ***Lovers*** is a **play in two parts** written by **Brian Friel**.
 - At the **School meeting** on **March 3, 2020**, **College Lecturer II in English Jason Molloy** presented an **Improv activity**, during which he asked **faculty** to write down **examples of problems** they face in the **classroom**. Then, **Mr. Malloy** and **Mr. Paul Chalakani** acted out those **scenarios** in **skit form**.
 - On **March 5, 2020**, **College Lecturer II of English and Literature Madison Peschock** hosted an **Adjunct Roundtable Meeting**, at which **College Lecturer II of English Heather Sciarappa** and **Assistant Director of the Writing Center Brianna DiCicco** presented **strategies for teaching English I**.
 - **Humanities and Fine Arts Adjunct Professor Kyle Banner** presented at the **Adjunct WebEx meeting** on “**Student-Driven Direct Instruction**” in **February**, which was **hosted by College Lecturer II Heather Sciarappa**.
 - **College Lecturer II of Philosophy and History Christopher Ruth** attended the **American Philosophical Association Conference** in **Chicago** as **chair of a panel session**.
 - **Assistant Dean Veronica Guevara-Lovgren** attended the **ESL Pathways Meeting** at **Middlesex County College** on **February 7, 2020**.

Finance and Administration

- The **Bookstore Committee** has **reviewed** the **proposals** submitted by **vendors**, and **information gathering** and **follow-up work** has been taking place over the **last few weeks**. A **recommendation for award** will be included on the **April 7, 2020, agenda** for the **Board’s consideration**. The **committee** has **concluded** that this **recommendation** is in the **best interest** of the **students** and will **significantly reduce the cost of attending OCC**.
- **College Relations**

The **College Relations Department** has **relaunched** its **math and science digital ad campaign** to **attract visiting students** from across the **U.S.** to **OCC’s online summer offerings**. From **March to August 2020**, ads will be placed on **Google, Facebook, and Instagram**. These ads will **encourage**

students to **bundle** their **100- and 200-level math and sciences courses** over **consecutive quick terms** to **save** on **tuition** and take **one step closer** to an **early graduation**. A sample of the **Instagram ad** can be found **below**.



In order to **increase the enrollment numbers** for **summer** and potentially **fall**, **College Relations** has **redirected** its **online advertising** efforts to **highlight e-learning** opportunities. **Prospective students** searching **Google** and frequenting **Facebook** and **Instagram** will be able to **gain more information** about **OCC's online offerings** and **enroll** in the **upcoming summer sessions**.

Reggie, **OCC's web bot**, was **launched** to provide **student support** and **reply** to **student questions** **24 hours per day, 7 days per week**. Also, a **landing page** has been **created** for **remote student services**, (<https://www.ocean.edu/remote-student-services>), which provides students with **contact information** for each **Student Services office**.

In **collaboration** with **Academic Advising**, the **development** of an **online advising process** has **begun**; please see the form at <https://www.ocean.edu/remote-student-services/academic-advising-online/>. **Efforts** will **continue** with the **Admissions team** to **develop** a **similar online registration process** for **new students** beginning their education during the **Summer sessions** and **Fall 2020 semester**.

➤ **TV Studio**

The **TV studio** is adding **additional Ocean County PSAs** regarding the **2020 Census** to **Ocean TV20** and to **OCC's website** and **social media outlets**.

Working with **Student Life**, **Digital Mass Media** students have **completed five half-hour shows** now **airing on Ocean TV20 and Fios channel 24**. The **project**, entitled, “**Slice of Student Life**,” is also available for **viewing on Student Life’s social media page**.

As you know, **Ocean County College** has been named **Best for Vets** by **Military Times** for **2020**. To **showcase that honor**, the **TV Studio** collaborated with the **Veterans Center** to produce the “**Best for Vets**” **video**. The video **highlights the financial benefits and services** available to **vets** at the **College** and the **grand opening of the OCC Veterans and Military Resource Center**.

➤ **Alumni**

The **OCC Local Alumni Network** held its **second event** on **March 10, 2020**, at **BJ’s Restaurant and Brewhouse** to **connect and engage alumni** in the **Ocean/Monmouth county area** with **one another** and the **College**. **More events** will be **hosted in the future** in **partnership** with the **Greater Toms River Chamber of Commerce Young Professionals group** and the **Community Medical Center Emerging Leaders Council** for an even **broader reach**.

In **alignment with efforts** of the **New Jersey Council of County Colleges**, **Ocean Views** will add a section, ***Hometown Heroes***, which will **feature individuals** in the **community** who have gone **above and beyond** during this **current crisis**. The **magazine** will also **focus on the little things, small steps**, the **Alumni staff** have contributed to **help** our **students** continue to be **successful** during the **Spring semester**.

➤ **Grants**

Special attention is being **given to additional research** to **identify Federal, State and private relief funding** for which **OCC** would be **eligible to support students, staff, and the community**.

➤ **Continuing and Professional Education**

The **Ocean County Achievement Center** will continue to **offer at-risk youth programs, activities, and resources** virtually for **current program participants**. Programs include **Career Exploration, Job Readiness Skills Development, and High School Diploma Prep**. Recently, **16 participants** attended **Career Day**, exploring a variety of **career pathways**, including **construction, business, criminal justice, social work, and veterinary science**. **Appreciation** is expressed to **Dr. Henry Jackson, Executive Director of Academic Success, and Dr. Angel Camillo, College Lecturer II in Chemistry**, for **motivational presentations** to the **students**.

Student Affairs

➤ **Advising**

➤ **NJ STARS**

- As of **February 20, 2020**, **OCC** had approximately **302 enrolled NJ STARS students**: **17 Spring 2020 incoming, 163 returning Fall 2019, 11 Spring 2019 returning, 108 returning Fall 2018, and 3 returning Fall 2017 students**.

- **Forty-three STARS students graduated in Fall 2019.** Approximately **80 NJ STARS students** are **eligible to graduate in May 2020**, and approximately **10 students** can **potentially graduate in August 2020**.
- Beginning in **Fall 2019**, all **new NJ STARS students** were **assigned for advising to NJ STARS Coordinator Jennifer Kipp**. A survey was sent to these **students** at the **end of the semester** to **assess their satisfaction** with their **OCC advising experience**, as well as their **satisfaction** with the **decision to attend OCC** as part of the **NJ STARS program**.

Of the approximately **200 students surveyed**, **51 students**, or **25%**, **responded**. All of **51 students** indicated they were **satisfied** with their **decision to attend OCC** as **NJ STARS students**.

- On **Friday, March 13, 2020**, the **Advising and Transfer Services Office**, in **collaboration** with the **OCC School of Nursing and Health Services, Registration and Records, Academic Affairs**, and **Kean Ocean**, **hosted a Pre-Nursing Information session**. The session was **coordinated by Advisor Lauren Humphrey**.
- The following **institutions** hosted **Instant Decision Days** at **OCC** in **February** and **March**, during which **representatives** met with **OCC students** to provide **admissions counseling** and **on-the-spot admissions decisions**:
 - **Wednesday, February 12, 2020 – Stockton University, 23 students**
 - **Wednesday, February 13, 2020 – Rutgers University, Newark School of Business, 1 student**
 - **Friday, February 14, 2020 – Rutgers University, New Brunswick, 17 students**
 - **Wednesday, February 19, 2020 – Seton Hall University, 2 students**
 - **Thursday, February 20, 2020 – Rowan University, 9 students**
 - **Friday, February 21, 2020 – NJIT, 18 students**
 - **Wednesday, February 26, 2020 – Kean Ocean, 6 students**
 - **Thursday, March 5, 2020 – Fairleigh Dickinson University, 6 students**
 - **Wednesday, March 11, 2020 – Kean Ocean, 9 students**

➤ **Admissions**

- Over the **past month**, **Admissions** has taken on **multiple recruitment initiatives**, including continued work on the **formalized business partnership program**, **early college student recruitment initiatives**, and **high school registration events**. **Planning and promotion of the 2020 Spring Open House** has **continued** with the **hope** that the College's **remote operations** will **not extend and impact** the event. If **remote operations continue** and **schools and businesses** remain **closed**, **remote recruiting workshops, webinars, and events** will be **delivered** utilizing **technology** that the College already owns.
- During **March**, **Admissions** **hosted and attended** a number of **on- and off campus events** including:
 - **RISE Program Group Visit** – **ten students** and **two chaperones** visited the **OCC campus** and **engaged** in an **OCC TV20 studio tour**. These students also were provided a **career/transferrable skills activity** and a **presentation** from **Admissions and Disabilities Services**.

- **Admissions** attended the **Stockton Open House** and promoted the **Stockton Pathways partnership** with many **prospective students**.
- The entire **Admissions team** presented at the **Ocean County and Monmouth County Director of Counseling Good Ideas Conference** at **Georgian Court University**. The topic of the **presentation** was **“The Undecided Student: How Community Colleges Can Help.”** **Counselor feedback** following the presentation was **very positive**.
- **Admissions** collaborated with **Continuing and Professional Education, Financial Aid, Disabilities Services, and Veterans Services** to attend the **first-ever Pinelands Regional High School College, Career, and Veterans Night**. The event was **well attended**; **OCC staff** made a **positive impact** by reviewing the **College’s varied offerings** with many **families** and **prospective students**.
- **Admissions**, in **collaboration** with **Student Life** and **College Lecturer II Sean Bips**, is developing **workshops** that include **mobile labs** to **promote OCC’s Hospitality, Recreation, and Tourism Management** and other **business programs** at the **high schools**. A few **collaborative presentations** took place later in the month with **good response**.
- A group of **Donovan Catholic students**, a **Vice Principal**, and a **Counselor** visited OCC for the showing of **“Danu”** at the **Grunin Center**. The **group** was treated to a **campus tour**, **admissions presentation**, and **lunch** by **Admissions staff**. The **positive relationships** and **collaboration** between the **Grunin Center** and **Admissions** have assisted in **creating** many more **opportunities** to **engage potential students**.
- The **final NJ STARS Infosession** of the **academic year** took place the **evening of Thursday, March 12, 2020**. **Thirty families** attended and were treated to **presentations** by **Admissions** and **Kean Ocean**.
- There was a **large increase** in the **number** of **campus tours** this **past month**; at least **10-15 families** requested **personal tours**.
- **Many other activities** have been **ongoing**:
 - **Ocean County Achievement Center – Presentation and Tour of OCC**
 - **How to Make College Affordable – Presentation at the Ocean County One-Stop Center**
 - **A Tabling Event at the Ocean County Mall Expo**
 - **Attendance at the Ocean County Juvenile Medium Security Facility Black History Month College Fair**
 - **Hosting the Ocean County Directors of Counseling Meeting**
 - **Ocean County School Counselors Executive Committee Meeting**
- **Southern Education Center**

SEC students continued to receive **support services** throughout **March**, including **Title III Academic Coaching, Disability Services support, Career Counseling, research assistance, and transfer advising**. Additionally, **representatives** from both **Student Support Services** and **Educational Opportunity Fund Program** were **on site** to **educate students** regarding **opportunities** in both **programs**. **Kean Ocean** and **Stockton University** had **Admissions representatives** at the **SEC** to assist students with more **detailed** and specific transfer needs and **instant decision opportunities**. **SEC-based students** also had the chance to **gain employment** as **representatives** from **Allies, Inc.**,

and U.S. Census 2020 were offering jobs for interested and eligible students. Finally, Microsoft had representatives on campus offering students tutorials on LinkedIn with the goal of better preparing students for future career openings.

The SEC Food Pantry was a key resource in providing students and local families with food assistance. Designed and supported by Ms. Katie Grofik, Student Services and Operations Coordinator, and Ms. Michele Marcum, Senior Student Services Technician, the pantry provides food items to students in need. The recent weeks have seen a greater request for this assistance, and the SEC staff was prepared to assist.

During the week of March 9, 2020, students were provided a mid-term snack break courtesy of Student Life.

Finally, the staff is designing outreach correspondence to students to encourage earning credits during the Summer First-Five Week session at the SEC.

e-Learning and Learning Enterprises

Ms. Vivian Lynn, Dean of e-Learning, reports, from the academic side, that the School Deans have created a standardized process to review adjunct applications for promotion. Eight adjuncts have submitted e-portfolios for consideration.

The Academic Team has trained Athletic Department personnel to use Dropout Detective, the student retention software, to monitor students' progress in online courses. Now that the process has been digitalized, online instructors are no longer required to complete each student report manually. Starting April 2020, the online instructors will receive automated email notifications about their students' progress.

e-Learning is working in collaboration with the Finance Department on a request for proposals (RFP) for another proctoring partner. There have been an array of customer service issues with Examity that have impacted the overall online experience of students. Also, faculty do not have immediate access to technical support, which has resulted in untimely delays.

e-Learning has four active search committees: College Lecture II positions in math and science, an Instructional Designer, and an LMS specialist. The searches should conclude by the end of April 2020.

e-Learning continues to work with the OCC Library and deans to create Open Educational Resources for traditional and online courses.

From the International side of e-Learning, the trip to Egypt from March 5 to 13, 2020, by Dr. Maysa Hayward, Dr. Sue Henderson, President of New Jersey City University (NJCU), and me was very productive. During this visit, we met with many of our partners and higher education officials in Egypt and discussed two projects, the International Branch Campus Private University and the Special Programs in Governmental Universities.

For the first project, Dr. Henderson and I were presented with a new opportunity by Modern Educational Services (MES) to establish an International Branch Campus of OCC/NJCU in the new Egyptian Administrative Campus. Dr. Hayward, Dr. Henderson, and I visited the MES campus site and explored the first building currently under construction. MES would like to start operations in the Fall of 2020. The estimated number of students in year one is 200, which will reach 1,000 students by year five.

The MES initiative was also discussed in a meeting with Dr. El Shenawy, Chair, Supreme Council of International Universities, who explained that Egypt has a great need for the participation of American Universities in branch campuses; in this initiative, NJCU will be the first to participate. Students will be recruited from the Middle East, Africa, Europe, and the U.S.

MES is not the first company to approach OCC for a branch campus, as OCC and NJIT are already working with Tatweer Misr on establishing a private university based on the Egyptian International Branch Campus (IBC) law. The plan for this project is to start classes in Fall of 2021.

Dr. Henderson and I also had meetings for the second project, Special Programs in Governmental Universities. OCC will be offering several programs for the American Community College curriculum in the form of Special Programs within the Governmental Universities using a 2+1+1 model with an American senior institution similar to the OCC/Ain Shams/Kean program. OCC developed a portfolio of 22 programs to be offered as Special Programs, listed below.

Dr. Essam El Kordi, President of Alexandria University, is sponsoring OCC's Special Programs proposal and, on behalf of OCC, submitted the Special Programs portfolio to the Supreme Council of Universities, while Dr. Mohamed Lotayef, Supreme Council Treasurer, sent OCC's proposed Special Programs curricula to the specialized committees for review. Dr. Henderson and I signed two MOUs for the Special Programs with Ain Shams University and Helwan University.

Efforts continue on recruiting qualified U.S. universities to partner with OCC in Egypt. In March, a conference call took place with representatives from the University of Maryland Global Campus (UMGC) to explain the Special Program in Egypt. The UMGC representatives were very interested and may join us in Egypt in some capacity. Similar meetings and discussions are being pursued with Southern New Hampshire University and Penn State World Campus.

A list of the Special Programs

Program/Certificate	OCC Degree or Certificate
Health Studies	A.S. in Health and Human Performance
Game Design and Development	A.S. in Computer Science, Option in Game Development and Design
Software Development and Information Management	A.S. in Computer Science, Software Development; and Certificate of Completion in Data Management.
Digital Multimedia Technology	A.S. in Computer Science
Artificial Intelligence	A.S. in Computer Science
Graphic Arts, Design, and Media	A.S. in Graphic Arts, Design, and Media
Business – Professional Sales	A.S. in Business Administration
Computer Science – Information Technology and Cloud Computing	A.A.S. in Computer Science, Information Technology Option; and Certificate of Completion in Cloud Computing
Computer Science – Cybersecurity Option	A.S. in Computer Science, Cyber Information Security Option
Business – Marketing	A.S. in Business Administration
Business – Human Resources	A.S. in Business Administration
Accounting	A.S. in Accounting
Management	A.S. in Business Administration
Forensic Accounting and Fraud Examination	A.S. in Accounting; and Fraud Examiner Certificate of Completion
Digital Mass Media – Journalism	A.A. in Digital Mass Media, Journalism Option
Data Science Analytics	A.S. in Business Administration A.A.S. in Computer Science, Data Management Concentration
Sports Management	A.S. in Business Administration
Entrepreneurship	A.S. in Business Administration
Supply Chain	A.S. in Business Administration
Hospitality Management	A.S. in Hospitality, Recreation, and Tourism Management
Finance	A.S. in Business Administration
Digital Web Marketing	A.A.S. in Web Marketing