



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 **December 10, 2020, Board Meeting**

DATE: December 7, 2020

Policy #1365, Public Comments/Conduct at Board of Trustees Meetings

New OCC Policy #1365, Public Comments/Conduct at Board meetings, was introduced last month at the November 5, 2020, meeting for trustee review and comment. This policy and its accompanying procedures were developed in compliance with New Jersey regulations that resulted from local government bodies meeting remotely because of the COVID-19 pandemic. The purpose of these regulations is to ensure that public bodies conduct official business in an open and transparent manner whenever an emergency requires a meeting without physical attendance by members of the public.

Following trustee review and input, the policy is in its final form. The policy is being recommended for formal adoption on the Bylaw, Policy, and Curriculum Committee agenda at Thursday's meeting.

Policy and Procedure #1365, Public Comments/Conduct, are attached to this report as well as included in the Board agenda.

Sabbatical Leave Report

Ms. Jayanti Tamm, Associate Professor of English and Literature, was granted a sabbatical leave during the Spring 2020 semester. She will attend Thursday's meeting to share with you a brief summary of her sabbatical and her final report, the focus of which is on intergenerational learning.

Ms. Tamm has been teaching at Ocean County College since September 2005 and was promoted to Associate Professor of English in 2017. She has been extremely involved in promoting women's education and examining the history of women in the arts, as well as organizing and hosting the Foundation-sponsored Visiting Writers Series and participating in student registration events.

Additionally, she has facilitated the **Adjunct Faculty Institute**; is the **advisor** to **Seascape**, OCC's literary magazine; and **co-chaperoned** the **Theatre in London** seminar.

Remote Instruction Survey

In response to the **shift to remote instruction** for the **2020 terms**, a **short survey** was developed by **Mr. James Marshall, Assistant Director of Assessment**, in **collaboration** with **Academic Affairs** and **Institutional Research**. This survey allowed **students** to rate the **effectiveness** and **frequency** of various **instruction practices** and **techniques** that were **used** in these **classes**. A **version** of this **survey** was **deployed** in **July 2020** and then **redeployed** in **October 2020**. The **survey** was sent via **email** with a **pre-notification** from the **Reggie chatbot**; it yielded over **500 responses**.

The **survey results** will help **identify** the **instruction techniques** students find **highly effective**, as well as the **frequency** with which they **appear** in the **courses**. This **information** can **inform professional development opportunities** and **provide insight** for **Spring 2021 remote instruction** as well as **future course design**. **Longitudinal data** shows **improvement** in both the **effectiveness** and **frequency** of **remote instruction** from the **summer** to **fall terms**. **Students** were also **prompted** to **respond** to **two open-ended questions** concerning **instruction practices**, **technological issues**, and **additional support needs**.

At **Thursday's meeting**, **Dr. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance**, will provide **introductory remarks**, and **Mr. Marshall** will share with you the **results** of the **survey**.

Academic Affairs

➤ School of Nursing and Health Sciences

- The **New Jersey Presidents' Council** has **acknowledged** OCC's **A.A.S. in Health Science Degree**, which may now be **implemented**. **Development** of this **program** was under the **leadership** of **Ms. Mary Fennessy, Director of Program Services for Nursing and Health Sciences**. This **program** will provide **students** who have **experience** in **health-related fields** with the opportunity to **obtain college credits** towards a **degree** in **Health Sciences**.
- **MaryAnn Kaufmann MSN, RN, CHSE, Nursing Skills, Simulation, and Student Retention Specialist**, successfully **defended** her **dissertation** titled, **Immersion of Pre-licensure Associate Nursing Students in Simulation-Based Learning**. **Ms. Kaufmann** will receive a **Ph.D. in Nursing Educational Leadership** from **Kean University**.
- The **School of Nursing** held an **Advisory Committee meeting** on **November 18, 2020**. There were **20 participants** representing various **clinical agencies** as well as **members** of the **community, students, faculty, and staff**. **Clinical agencies** offered **support** to provide **students** with **clinical experiences** in the **Spring 2021 semester**. **Representatives** from **major acute care organizations** spoke highly of **Ocean County College graduates** and indicated they are **hiring** new **nurses** who **complete** the **program**.
- **Meetings** continue with **Kean University** to develop the **3+1 BSN Program**. **Curriculum** is being **mapped out** to **blend the OCC and Kean nursing programs together** based on the **expertise** of each. In addition to **developing** the **overall program**, an **Associate in Science degree** has been **identified** for **students** to receive from **Ocean County College** after their **first two years** of **studies**.

- **Plans are being developed for students to return to campus for hands-on practice within the Skills and Simulation Labs as well as for clinical experiences in the Spring 2021 semester. Students currently enrolled in the program will begin returning to campus the week of January 11, 2021, to practice skills in preparation for competency validation the first week of the semester. The School of Nursing continues to work closely with Security and Facilities to assure a safe environment for students, faculty, lecturers, and staff.**

- **School of Arts and Humanities**
 - **Humanities College Lecturer II Stephanie Shestakow organized a lecture for Art History students featuring artist Andrew Wyeth's granddaughter, Victoria Wyeth, on November 10, 2020. Ms. Wyeth is also the niece of contemporary artist Jamie Wyeth. Ms. Wyeth's years of conversation with these artists provided a foundation for an excellent informative and insightful art history lecture.**

 - **College Lecturer II in English and Literature Richard Carr gave a well-received presentation titled, How to TikTok for Education!, as part of the e-Learning series on November 11, 2020. Mr. Carr shared how he develops an educational TikTok video as part of the lessons in his English courses and how TikTok can be used as an educational tool.**

 - **Co-chairs of the Middle States Self-Study, School Dean Heidi Sheridan and Dr. Alexa Beshara-Blauth held a kick-off meeting for the Middle States Steering Committee and Working Groups on November 13, 2020. The kick-off shared the structure, purpose, expectations, process, timeline, and next steps for this critical Middle States Self-Study project.**

 - **On November 16, 2020, historian Doris Kearns Goodwin presented a virtual discussion, Election 2020: Where Do We Go from Here? A Historical Perspective. This presentation, made possible by the late Bradford Thomas and Eleanor G. Blauvelt and the Wintrode Family Foundation, was moderated by History College Lecturer II Stephen Downey. Mr. Downey also moderated a question and answer session for our students as a part of this well attended virtual event.**

 - **As a part of International Education Week events, hosted by the Global Education Committee, English Professor Jennifer Dellner and English College Lecturer IIs Ameer Sohrawardy and Samantha Glassford took part in a panel discussion on November 16, 2020. The panel discussion, Fictional Plague Worlds: Distance and Community in the Time of Pandemic, addressed themes of community and isolation in plague fiction works. Among the works discussed by the panel were Blindness by Jose Saramago; Stand Still, Stay Silent by Minna Sundberg; and The Masque of the Red Death by Edgar Allan Poe.**

 - **Performing Arts faculty from the School of Arts and Humanities collaborated with Advising and Grunin Center staff to present an engaging information session for current and potential students highlighting the opportunities for students within the A.A. degree in Performing Arts options. The November 18, 2020, virtual information session was opened with remarks from Dean Heid Sheridan and an overview of the A.A. Performing Arts degree by Ms. Laura Wills, Coordinator of Transfer Services/Academic Advising. Music Instructor Karin Gargone and College Lecturer II Brian Gilmore spoke about the Music Option. College Lecturer II Catherine Mancuso presented information about Arts Administration and Dance. Associate Professor Elizabeth Brierley and College Lecturer II Paul Chalakani rounded out the discussion of options with their presentation on the Theatre Option. Ms. Karin Gargone shared**

scholarship opportunities, while Ms. Michelle Youngs, Assistant Director of Operations and Production at the Grunin Center, shared opportunities for students to be involved with the Center. The session closed with a question and answer period for students.

- **The Social Justice Series continued in December with a film screening of Color of Fear. This screening of the 1994 film directed by Lee Mun Wah was hosted by Director Laura Rickards and Ms. Ana DeNise from the Center for Access and Equity and moderated by English and Film College Lecturer II Jason Molloy. The film highlights the personal stories of eight men and their experiences of being men of color in America. While the film is almost three decades old, it is still considered very relevant and is often used in diversity training. Two screenings of the film were held on December 2, 2020.**
- **Dean Heidi Sheridan and College Lecturer II Catherine Mancuso are currently collaborating on an articulation project with New Jersey City University and the Joffrey Ballet. This collaboration is addressing how OCC's courses could transfer seamlessly to NJCU and Joffrey Ballet's BFA program in Dance and Musical Theatre.**

➤ **School of Business and Social Sciences**

- **Dr. Patricia Gianotti, College Lecturer II in Addictions Counseling, has served as OCC's liaison in the design, formulation, and implementation of the Ocean County Prosecutor's Office (OCPO) Michael Camillus Project. With this new initiative, the Ocean County Prosecutor's Office is funding the tuition for its officers and prosecutors to attend OCC's Addictions Studies Program.**

This program is the brainchild of Supervising Assistant Prosecutor Renee White and was made possible by Operation Helping Hands funding. The name Michael Camillus was derived by combining the names of two saints: Saint Michael, the patron saint of law enforcement, and Saint Camillus, the patron saint of the sick. The project name reflects the heightened level of service and compassion this training hopes to achieve. The intention of Prosecutor White in developing this initiative was to provide an education and training experience that would expand the officers' understanding of substance use disorder, thus improving interactions and outcomes with local addicts.

The pilot group will consist of 15 students, with the hope that funding will be extended into the next calendar year, making the enrollment of additional personnel possible. The courses will be taught by Dr. Gianotti; Ms. Renee White, Supervising Assistant Prosecutor; and Ms. Kimberley Veith, MSW, LCADC, Director of Adult Clinical Services at Ocean Mental Health. The OCPO students will be enrolled in the first winter intersession of 2021 and continue through the 2021 Spring and Summer to complete the program in the Fall 2021 semester. When the officers have completed their education hours, they will be eligible to complete the process to become Certified Alcohol and Drug Counselors in the State of New Jersey. If they choose to become certified, they will be completing the required supervised clinical hours at Ocean Mental Health under the direction of Ms. Veith.

- **Dr. Patricia Gianotti has also announced that a Webex event to support OCC's GAINS Student Apprentices is scheduled to take place on Thursday, December 17, 2020, from 10 a.m. to 12 noon. The event will feature a panel of clinicians and human resources personnel from treatment programs in Ocean and Monmouth Counties. The panel will present information on topics related to acquiring and maintaining a clinical position. To date, there are four professionals who will be participating from the following agencies: Preferred Behavioral**

Health, Lakewood; Ocean Mental Health, Bayville; Relevance Behavioral Health, Freehold; and New Hope Behavioral Health, Marlboro.

Topics will cover information needed in a resume when applying for an internship; guidance on how to navigate an interview successfully; skills and qualities HR and clinical directors look for in a trainee; and employer expectations of counselors-in-training in the clinical environment. The panelists' presentation will be followed by a question and answer session for students. The event is intended for ALDC students who will be seeking paid apprenticeships funded by the GAINS grant, but it is also suitable for other students who are considering a career in the behavioral health field. Interested students who are not enrolled in the ALDC program may ask their professors to forward a list of suitable attendees.

- **Mr. Jason Ghibesi, College Lecturer II in Political Science, planned a series of events focusing on the impact of COVID-19 that have featured a variety of experts to discuss the pandemic through the lenses of medicine and health, social work, and economics. The third and final event in this series took place on November 12, 2020, with Dr. Simone Wegge, Professor of Economics at the College of Staten Island and the Graduate Center, both of the City University of New York. Professor Wegge discussed the various aspects of how the COVID-19 pandemic has severely impacted the U.S. economy. Dr. Wegge's research focuses on economic history, specifically migration to the U.S. during the 18th and 19th centuries.**

Dr. Wegge's work has been published in various academic journals, including the Journal of Economic History, The American Historical Review, European Review of Economic History, Social Science History, History of the Family, and Historical Methods. In 2002, the International Economic History Association awarded her Ph.D. thesis a Dissertation Prize for Best Doctoral Research. Her work has been supported financially by the German Marshall Fund of the United States, the Economic History Association, and the National Endowment for the Humanities.

This public COVID-19 event was moderated by Ms. Marina Wassef, College Lecturer II of Economics, and was sponsored by the Governmental Affairs Institute.

- **Ms. Charlotte Langeveld, College Lecturer II in Social Sciences, presented at OCC's Annual International Education Week panel with a lecture titled Girls Education in Afghanistan. Ms. Langeveld's discussion covered the major barriers for girls' education in Afghanistan and how progress on education indicators has stagnated in recent years (2016-2018). Her lecture also touched upon the fact that education of girls in Afghanistan has often been highlighted as a success story by donors and the Afghan government as well as that millions more girls are in school today than were in school under Taliban rule.**
- **Dr. Margaret Maghan, College Lecturer II in Psychology, announced that on November 14, 2020, the Social Sciences Club participated as a team in a virtual walk-a-thon to raise money for the Ocean's Harbor House, a safe haven for youth in need. Dr. Maghan further reported that the Social Sciences Club will be co-hosting an upcoming contactless giving tree for families in Ocean County. Holiday gifts will be dropped off at the Security Building and will then be distributed in Parking Lot #1 on December 19, 2020, with the help of Santa and his Elves.**
- **Jeffrey McWeeney, Esq., Adjunct Assistant Professor in Business Law, has been instrumental in arranging an internship for OCC student Nicole Miller within the Bloomfield, New Jersey, Law Office of Katherine M. Lordi, Esq. Under the guidance of Ms. Lordi, Ms. Miller has been responsible for drafting letters to clients and other attorneys, preparing informal accounting**

drafts for estates, preparing refunding bonds and releases, and drafting complaints for breach of contract. Ms. Miller's duties have also included administrative management of legal files and conducting case-related research. Ms. Miller is positioned to graduate from OCC this Fall semester with an Associate in Applied Science degree in Business, Paralegal Studies Option.

➤ **School of STEM**

- **On Friday, October 30, 2020, the School of STEM hosted a remote presentation by Mr. Howard Israel, expert in the field of cybersecurity. Mr. Israel worked in the field for 38 years as a product engineer, strategist, consultant, and virtual Chief Information Security Officer. He shared his experiences and cybersecurity principles during his presentation.**
- **On Friday, November 13, 2020, Dr. Cheryl Cooper provided an overview of the cybersecurity environment via Webex, including vulnerabilities, privacy and information liability, cyber attacks and counter cyber-measures, the effect of COVID-19, and remote learning.**

Dr. Cooper holds a doctorate in Computer Science and has twenty years of telecommunication and cybersecurity experience with Sprint and T-Mobile corporations. She is an adjunct professor teaching Cyber Security and the founder and president of Women in Security Mentors Inc., whose mission is to promote women and minorities in STEM careers.

- **A \$100,000 grant proposal, GenCyber Summer Camp for middle school students and teachers, was submitted this past month. Ocean County College proposes to launch GenCyber Safe, a five-day nonresidential camp for middle school students. Utilizing GenCyber First Principles and Concepts, GenCyber Safe will introduce students to cyber technology through engaging learning activities that relay the basics of security information and related career pathways. GenCyber Safe will build a scaffolding of cybersecurity fundamental knowledge in a vibrant, fun, and peer-driven learning environment. Offered twice over the summer, with an anticipated 30 students participating in each camp, GenCyber Safe has the potential to reach students across Ocean County, providing inroads for learning about the most pressing, growing employment gap in the country.**
- **Mr. Gerald Cohen, College Lecturer II in Computer Studies, reported that the Learning Assessment Committee has accepted the report for the assessment carried out last Spring for the Associate in Science Computer Science degree and related options.**
- **The second issue in a series of newsletters from Computer Studies was published and distributed.**
- **The Education Partnership Agreement between Naval Air Warfare Division (NAWCAD) and OCC was recently renewed. The Educational Partnership Agreement (EPA) is to extend education outreach programs and encourage OCC engineering students to pursue continuing education at affiliated universities. An article about the agreement renewal can be found at: <https://www.navair.navy.mil/news/NAWCAD-Lakehurst-Ocean-County-College-renew-educational-partnership/Thu-10292020-1417>.**
- **The Fall semester Engineering Advisory Board, funded through the Perkins grant, met to discuss several new initiatives. The Engineering disciplines are working with the Alumni office to create a stronger link between OCC's alumni, students, and programs.**

- The **Engineering Club's second annual fundraiser, Jazz4PCA: An evening of Baseball and Technology and Jazz**, was held on **Tuesday, November 17, 2020**, from **6:00 to 8:00 p.m.** via **Webex**.
- **Mr. Sam Pinkava, College Lecturer II in Mathematics**, presented at the annual conference of the **Mathematical Association of Two-Year Colleges of New Jersey**. His presentation was on his experiences with the **Project ACCESS (Advancing Community College Careers: Education, Scholarship, and Service) Fellowship**.
- Several **mathematics faculty and lecturers** are working with the **e-Learning Instructional Designers** to create **common canvas shells** which will be **available for all modalities of teaching**.
- From **November 9 through 18, 2020**, many **STEM faculty and lecturers** attended the **virtual Online Learning Consortium (OLC) Accelerate 2020 remote conference**, which emphasized the **most innovative and impactful research and effective practices** in the **field of online, blended, and digital learning**.
- The **Industrial Hygiene and Hazardous Materials Certificate** and all **corresponding courses** were **approved** by the **Board of Trustees**. Courses will be **offered in 2021 Spring and Summer terms**. The **certificate is a stackable credential** in conjunction with **training courses**, giving an **OCC student potential** to obtain a **\$93,000 job** as a **lab technician** in the **State of New Jersey**.
- **Library**
 - The **Library** is pleased to announce a **new e-resource subscription: the EBSCO Engineering Source collection**. The **funds** for this **purchase** were **awarded** through **CARES Act funding**. **Access to the database collection** is available at **Ocean Connect-Library Services-Databases by subject-Science-Engineering Source**.
 - For **FY 2020-2021**, the **Library** has **subscribed** to the **Kanopy film streaming service**. Please visit **ocean.kanopy.com** and **log in** with **OCC credentials** for access. For requests to **purchase access to films**, please contact **Ms. Donna Rosinski-Kauz, Director of Library Services**, at drosinski-kauz@ocean.edu.
 - **Mr. John Wallace, College Lecturer II** for the **Library**, was recently **elected** to serve a **three-year term** as **Member-at-Large** for the **New Jersey Library Association**. He will **serve** on the **Bylaws Committee** and help **guide** the **Association** in its **search** for a **new Executive Director** for the **first time** in **over thirty years**.
- **Articulations and Tutoring**
 - **Ocean County College** recently **signed** an **updated articulation agreement** with **Southern New Hampshire University** reflecting the **addition of several new degree pathways**, including a **new link** for the **Addiction Studies program**.
 - **Staff in Academic Affairs, Student Affairs, and College Relations** recently met to **plan** for the **finalization** of the **implementation** for the **3+1 partnerships** with **New Jersey City University (NJCU)** for **Spring 2021**. **OCC students** will be able to **access up to 30 additional credits** at **OCC** through a **financial aid consortium agreement**. **OCC** is also in **conversation** with **NJCU** to develop **alignments** for several of their **degrees** in **performing arts and graphic design**.

- **Kean University** is entering the **3+1 foray** with a **newly developed curriculum pathway** for **Exercise Science** to be **implemented in conjunction** with its **existing financial aid consortium agreement**.
- **OCC** is in the **final stages of negotiation** with **Rutgers University** in **Newark** on an **articulated pathway** to its **B.A. in Public and Non-profit Administration**; this **degree program** can be **completed** through **Rutgers** by attending **online** or **face-to-face** courses at the **Rutgers Campus**.
- **Academic and Tutoring Support Services** **purchased** and put to service **Knewton Alta**, an **AI adaptive technology software program**, in order to provide **supplemental support** to students needing **help** in **mathematics** and **science courses**, in **addition** to but outside of **tutoring sessions**.
- **Tutoring Support Services** worked in collaboration with **College Relations** to take over **OCC's Instagram** for the day: **OCC tutors** created and **posted videos** about **themselves** and **OCC's services**, which were then **uploaded** to **OCC's Instagram page**. **Ms. Mary-Beth Brophy, Professional Writing Tutor I**, and **Mr. Nicolaus Burr, Social Media and Web Developer**, **coordinated** and **facilitated** this **successful social media event**. The **feedback** has been **overwhelmingly positive**, with **2,277 views** on the **posts** and **stories** within the **first two days**.

Finance and Administration

Ms. Sara Winchester, Executive Vice President of Finance and Administration, was a **panelist** in **Ellucian's e-Live virtual session** entitled, **A Conversation with CFOs: Setting the Strategic Direction**, on **November 10, 2020**. The **panel** consisted of a **select group** of **educational finance leaders** from across the **world**, including **Mr. Harshan Bhangdia, Executive Vice President and Chief Financial Officer of Ellucian**. The **session** was a **live, interview-style discussion** on how to **lead through disruption** and **shape an institution's strategy, optimize performance, and pave the path for financial sustainability and long-term success**.

➤ CARES Funding

The **Accounting staff** is **managing a variety of funding sources** for **expenses** related to the **Coronavirus pandemic**. Recently, **Coronavirus Aid Relief and Economic Security (CARES) Act funding** through the **County of Ocean** has become **available** to the **College**. A **recommendation** is being made on **Thursday's agenda** for **approval** of the **Ocean County CARES Grant Agreement**, and its subsequent **Clarification to the Grant Agreement**, wherein the **County of Ocean** will **dedicate a portion** of its **CARES Act funds** to **reimburse Ocean County College** for **COVID-related costs and expenses** and, further, to **authorize the Executive Vice President of Finance and Administration** to **manage the funds** received. **Funds eligible for reimbursement** must be **expended by December 30, 2020**.

There are **four other sources** of **Coronavirus Relief Funding**, all of which are **restricted to expenses directly related** to the **pandemic**:

- **HEERF - \$2,132,585** for **institutional expenses**. The **Federal CARES Act** established and **funded the Higher Education Emergency Relief Fund**. **Funds** must be **expended by April 2021**.
- **GEERF - \$757,932**. **State funding** to be **expended by September 30, 2021**.
- **CRF 1 - \$1,297,908**. **Coronavirus Relief Funding** from the **State** to be **expended by December 31, 2020**.
- **CRF 2 - \$1,587,029**. **Coronavirus Relief Funding** from the **State** to be **expended by December 31, 2020**.

The **budgeting, management, draw-down, and accounting** for these **funding sources** is a **complex task** that is being **managed** by **Ms. Sara Winchester and Ms. Mary Lancaster, Controller**.

➤ **Accounting**

OCC's **partnership** with **Nelnet Campus Partners** went **live** on **Monday, November 9, 2020**, in coordination with the **start** of **Spring 2021 enrollment**. This **partnership** provides **students** with the opportunity to **pay** their **tuition and fees online** or to **create a payment plan**. The **payment plan schedule** for **Spring** is available through the **census date** of **February 5, 2020**, and requires **down-payment** of just the **\$30 payment plan fee plus 10% of the tuition charges**. The **remaining balance** is **divided** among **four payments** from **February** through **May**. **Students** have the **option** of **designating** either a **bank account** or **credit/debit card** for **auto-payments**. The **auto-withdrawal feature** will **save** students from **incurring fees** for **late payments**. In the first **three weeks** the **system** has been **live**, almost **\$1.25 million** in **student payments** has been **processed**, including **\$90,000** in **initial payments** on **331 payment plans**.

➤ **Ocean County College Foundation**

- **OCC Foundation Board Chair Michael York and Executive Director Kenneth Malagiere** announced the **addition** of two new **Foundation Board members**, **Mr. Richard “Ricky” Moore** and **Mr. Ethan Rosen**.

Mr. Moore is an **OCC alumnus, Class of ‘85**. He presently works for the **Department of Defense** and is an **active and engaged citizen**, most notably as a **board member** of **CASA (Court Appointed Special Advocates)**.

Mr. Rosen will be the **second third-generation trustee** to **sit** on the **Board** and **represents** the **Rosen family** and **family business, Good Friend Electric**. **Mr. Rosen** is also an **engaged member** of our **community**, most notably serving as a **board member** of **21 Plus**, an **organization** founded by his **grandfather**.

- The **Spring Scholarship Award period** opened **November 2, 2020**, and will remain **open** through **December 21, 2020**. All **students** are **encouraged** to **apply**.

New **scholarships** for **Spring 2021** include the:

- **James C. Kellogg Scholarship**
- **Agape, Stamos Family Scholarship**
- **Central Ocean Business Association (COBA) Scholarship in Business**
- **Guy H. Ericksen Memorial Scholarship**

➤ **College Relations**

- The **College** participated in the **Warmest Wishes Coat Drive** sponsored by the **United Way of Monmouth and Ocean Counties**. New **coats** (with tags attached) were **dropped off** on **campus** on **Friday, December 4, 2020**, to provide the **gift** of **warmth** for **local children**. Additionally, the **College community** can **help** this year by **donating food** so that others **won't go hungry**. The **College partners** with the **Fulfill Food Pantry**, which **collects non-perishable food items** year round.

- The **Foundation's 100 Women Group** also held a **donation drive on campus** on **Friday, December 4, 2020**, for the **Code Blue Warming Center**. The group collected **toothpaste, toothbrushes, wipes, mini tissue packets, feminine hygiene products, Chap Stick, lotion, socks, floss, and shampoo**. Donations were provided to the **Code Blue Warming Center** in **Toms River's Riverwood Park**. When the **temperature drops below 35 degrees**, the center provides a **place to sleep, a fresh meal, and other services** for the **local homeless population**.
- **Mr. Michael Leon, Manager of Graphic Design, and Ms. Sheenah Hartigan, Executive Director of Enrollment Services**, collaborated on a **promotional PowerPoint for College 101 Pathways and FAFSA presentations**, which are being used as part of the **College's enrollment campaign**. The **presentations were sent to high school counselors to distribute** to their students. **Layout material was also converted for OCC landing page postings on the website**. The **virtual designs include direct links and highlight why, how, what, and where students can apply today**.

➤ Alumni

- The **OCC Foundation's annual appeal to donors** was **mailed on November 18, 2020**, to approximately **1,100 renewal donors**. **This year's appeal is a combination of the Foundation's annual donor impact report** that informs **donors** by reporting on how **donor dollars** were utilized, while also **soliciting year-end gifts for future scholarship and programmatic support**. An **OCC Foundation-branded facemask** was **included in the mailing as a premium**, and the **mailing will be followed by three email solicitations** leading up to year end.
- **Mr. Ralph Bertini, Television Production Director, Ms. Maureen Conlon, Associate Director of Web Services, and Mr. Nicolaus Burr** collaborated with the **Veterans and Military Resource Center** on the **development of a virtual Veterans Day commemoration**. The **commemoration content was viewed 21,655 times from November 2 through November 11, 2020**, and was **engaged 917 times**. **Highlights of the commemoration included a remembrance of OCC alumnus Leonard G. "Bud" Lomell; a story highlighting Veterans Coordinator, Ryan Luurtsema; a Virtual Town Hall featuring Congressman Andy Kim; and my remarks in honor of veterans and active military service members in our community**.

The link to the video is <https://youtu.be/AC54an2swwg>.

➤ Human Resources

- The **Office of Human Resources** continues to **operate fully** and **employee assistance resources** have been made **available in the form of webinars, articles, and the normal access to trained counselors**, all of which is **offered through Preferred Behavioral Health**.
- The **Human Resources website** has a **section devoted to COVID-19 resources**.
- Working **closing with the Tutoring Center**, efforts are being made to **supplement the tutoring staff while demand is high due to remote instruction**. **Human Resources** is reaching out to **administrators and adjunct faculty** to identify **individuals interested in immediate tutoring assignments in the disciplines of biology, chemistry, math, physics, and writing**.
- In the **Training and Organizational Development area**, **final preparations are underway for the Winter/Spring training schedule**. A **broadcast announcement, along with updates to the training calendar on the Faculty/Staff Portal, will occur prior to the winter break**.

➤ **Security**

In accordance with **New Jersey Public Law 2015, Chapter 220**, and **College Policy #2332, Reporting of On-Campus Criminal and Fire Events**, attached is the **monthly statistics report of crimes, fires, and other emergencies on campus** for the reporting period **November 6, 2020, through November 25, 2020**.

Student Affairs

➤ **Athletics**

Following an **inaugural season** in the **Spring**, at the end of which the **OCC Vikings Esports** team won a **National Junior College Athletic Association Esports (NJCAA) Singles Championship**, **OCC Esports** has had another **strong season** this **Fall 2020**. **Newcomer Luke Leonard** and **sophomore team captain Jacob Leiva** each finished the **regular season** with **six wins**, advancing to the **post-season**, which began on **Monday, December 7, 2020**. The team competes in **Super Smash Bros. Ultimate** on the **Nintendo Switch**, and the **Athletics Department** is currently **researching** the possibility of **competing in more than one game** during the **Spring 2021 season**.

➤ **Advising**

➤ During **October**, the **Advising Office** hosted **two Pre-Nursing Information sessions** in **collaboration** with the **OCC School of Nursing, Registration and Records, Academic Affairs, and Kean Ocean**. The **virtual sessions** were **coordinated** by **Advisor Lauren Humphrey**. Over **110 students** who **attended the sessions** received **information** on **Nursing admissions, the OCC Nursing program, and the Kean Ocean BSN**.

➤ The **Advising Office** has hosted **Webex sessions** throughout the **Fall semester** to assist **students** with **planning and registration** for the **Spring 2021 semester**. Approximately **30 students** attended one of **six general sessions**; **major-specific sessions** for **Business, Education, Engineering, Criminal Justice, Psychology, STEM, and Social Work** were also executed in **collaboration** with **faculty and lecturers** in those areas. Although these sessions were not as well attended as hoped, they did provide an **opportunity** for **students** and a **framework** for **future events**.

Additionally, in partnership with **Academic Affairs**, the **Advising Office** hosted **major-specific information sessions** for **Performing Arts** on **November 18, 2020**, and a session for **Interpreter Training** on **November 23, 2020**. **Planning is underway** with **Kean Ocean** for a session to combine **History, English, Global Studies, Political Science, and Pre-Law**.

➤ **Ms. Laura Wills, Coordinator of Transfer Services, and Ms. Kirsten Bollinger, Academic Advisor**, hosted a **Transfer Information Session** for **students** in **November**. Over **30 students** **attended**, which is a **great turnout** for this event. The **session** also resulted in **several individual transfer appointments**.

➤ The **Advising staff** has hosted **advising training sessions** for all **campus advisors** throughout the **Fall semester**. Included in these trainings were multiple **opportunities** for **advisors** to learn how to **use and advise students** using **Student Planning**. **Advisor Lauren Humphrey**, in **collaboration** with **Ms. Helen Konz, Student Support Services Project Specialist, and Ms. Alexis Lopez, Student Support Services Technician**, hosted **trainings** on **Advising First-**

Generation College Students. Ms. Lauren Humphrey also collaborated with Ms. Jamie Prioli, Adaptive Services Specialist, on sessions to train advisors on accessibility and accommodations in remote advising. Advising is working with College Relations to post recordings of these trainings for advisors who were unable to attend.

- Advising has been working with IT, the HUB, and Academic Affairs, as well as Ellucian, throughout the Fall semester in an effort to identify and resolve technical issues affecting Advise implementation. Through a process developed by the IT Department, data for Title III courses was finally able to be imported from Canvas to Advise in November. On November 11, 2020, an automated communication was sent to students enrolled in Title III courses in danger of failing a course, alerting the students to contact their Title III Coach and making them aware of the withdrawal deadline.

Although the Title III Coaches have been working with students through data from reports, this was the first time Advise was able to be utilized to communicate with students about data imported from Canvas to Advise. While the ability to do this was hampered by technical issues, this communication did lay the groundwork for how Advise will be used in the future for Title III and other student populations.

➤ Career Services

- On December 7, 2020, Career Services will be premiering a new customer relationship platform (CRM) called Handshake. Ocean County College will be the first community college in New Jersey to add this professional network platform to its Career Services department. Handshake provides student engagement and connection to more than 500,000 employers and 1,000 colleges and institutions nationwide. This will allow for an increase in internship and employment opportunities for students, as well as a seamless transition for alumni to senior college and university employment development.
- On November 20, 2020, Career Services hosted a Virtual Hospitality Career Fair as part of the Hospitality Virtual Pathway to Success (HVPS). The online career fair allowed for students and alumni to interview live online with hospitality employers throughout New Jersey. On November 19, 2020, Career Services provided industry and event support to the Health Sciences Career Exploration Fair. Students and alumni were provided with the opportunity to learn from health care professions from Hackensack Meridian Health about numerous health care careers and employment opportunities with the organization.

➤ Counseling Center

- The academic intervention program, Restore Your Score, coordinated by Student Intervention Specialist Kelly Petrolis, provides support to students with academic probation sanctions. Students are enrolled in a non-credit Canvas course and receive information and notifications. Follow-up calls and meetings have been conducted with students. Additionally, another series of informational emails was sent to students who are in academic warning status.
- The CARE Team continues to receive numerous reports from faculty and staff. Comparing 2019 to 2020, there has been a tripling of reports filed. For the period July 1 through November 20, 2020, there were 342 reports filed, with 307 reports received since September 1, 2020. In comparison to the same time periods in 2019, 112 reports were filed for the period July 1 through November 20, 2019, with 103 reports from September 1 to November 20, 2019.

- The **Supporting Students in Recovery program** began its **second year of programming**. **Upcoming events** include a series of **student success seminars** focused on **maintaining recovery and achieving academic success**. **Program coordinator Katie Hueth and Student Intervention Specialist Kelly Petrolis are collaborating** on this series, which will be offered over **three weeks**.
- The **Displaced Homemakers Program** has been working with **17 new clients and 49 returning clients**.
- **Disability Services**
 - The **Office of Disability Services** continues to provide **proactive outreach** to **OCC faculty, staff, and local high school personnel** focusing on **accessing reasonable accommodations** at OCC. This **proactive outreach** includes providing **technical support and assistance** to ensure **equal access** for **students with disabilities**. **Staff from Disability Services performed two training opportunities** for **Advising and Transfer Services staff** addressing **best practices for engaging students with disabilities**. **Collaborative efforts** continue with the **New Jersey Division of Vocational Rehabilitation Services (DVRS)**; the **Ocean County office and staff** presented at a **student/parent virtual open house event** hosted by **Toms River High School North**.
 - **Staff from Disability Services** attended the **2020 Higher Ground Virtual Conference**, which was held **November 9 to 19, 2020**. The **conference** focused on the **implementation and benefits of Universal Design** and **assistive technology** in the **university and public setting**. The conference placed **heavy emphasis** on **campus accommodation, Universal Design, and curriculum accessibility**. **Staff will share newly learned skills and techniques** with **faculty and students**.
 - After a **six-month delay** related to the **COVID-19 pandemic**, **Disability Services staff** collaborated with the **Ocean County Office of Emergency Management** to **complete training of 12 students** enrolled in the **Community Emergency Response Team (CERT) training**. The **last two classes** were **conducted remotely**, and **students graduated** from the **program** after **successful completion**, which allows them to **join their local municipality teams**. A **January/February virtual training** is being **planned**, and **CERT training** will again be **open to all staff, faculty, and students to participate**.
 - **Disability Services** continues to **facilitate training and awareness of Ally for Canvas**. **Ally, an integrated program** that helps **check for accessibility issues** within **Canvas** and **generate alternative accessible format materials** for **students**, has been **purchased** through the **CARES Act funding**. A **pilot cohort**, consisting of **representatives from e-Learning, Disability Services, Library, Tutoring Center, Military and Veterans Services, Arts and Humanities, and IT**, continues to receive **training on use of the software** within **Canvas**. **Select classes** will begin **use of the product** in **Spring 2021**. A **timeline** will be **announced** for **extending access, training, and support** to the entire **OCC community** in the **upcoming months**.
- **The HUB**
 - **Dr. Kathleen Mohr, Assistant Director of Enrollment Services**, presented at the **Integrating Student Service Professionals 2020 Virtual Conference on From Implicit to Explicit: Developing, Implementing, and Evaluating an Effective One-Stop Training Program**.
 - **Enrollment Services, alongside Academic Affairs, completed the first round of registrations for 15 officers** through the **Ocean County Prosecutor's Office** to **enroll in the Alcohol and**

Addictions Counseling program for the Winter as part of the Michael Camillus grant-funded program.

- **Virtual presentations were conducted by Ms. Sheenah Hartigan, Executive Director of Enrollment Services, and Ms. Jenna Puglisi, Enrollment Services Technician, at Lakewood High School on November 18, 2020, for high school seniors in their English classes.**

➤ **Southern Education Center**

- **Development of the Promoting Learners to Achieve Now (P.L.A.N.) program, endorsed by the Barnegat Township Board of Education at its October 2020 meeting, continues with the goal of implementation for the 2021-2022 school year. P.L.A.N. will utilize existing dual enrollment/embedded courses at Barnegat High School, along with Early College classes offered at the Southern Education Center (or other courses offered on the main campus in Toms River) to provide Barnegat High School juniors and seniors with an avenue to achieve 24-30 college credits before graduating from high school.**

The next step will involve developing an awareness campaign for Barnegat High School students and parents. Meetings with Ms. Leah Purpuri, Barnegat Township School District's Supervisor of Guidance, Mr. James Hauenstein, Director of the SEC, and Ms. Sheenah Hartigan, are being scheduled to set up the informational campaign and timelines. Additionally, Mr. Hauenstein and Ms. Hartigan have involved Mr. Thomas Gialanella, Executive Director of School Relations, and Dr. Henry Jackson, Executive Director of Academic Success, to expand the opportunities afforded through the P.L.A.N. program to students at other county high schools.

- **The SEC Canvas site continues to be a message board to the more than 1,400 students who are taking or have taken courses identified as SEC-based, although currently in a remote model. During November, announcements were made supporting the following departments: OCC Foundation, Title III Academic Coaching services, Advising, and the Veterans and Military Resource Center. There have been 1,800 views registered for these Canvas announcements and the subsequent supporting documents posted as modules. This outreach will continue with other Student Services Departments to alert students to the support systems available. The next focused messaging will provide students with the avenues for Spring 2021 registration.**

- **Mr. Jeff Kurz, SEC Student Services and Recruiting Specialist, and Ms. Michele Marcum, SEC Senior Student Services Technician, continue to assist Academic Advising and the HUB, respectively.**

- **In conjunction with College Relations, OCC will be advertising the 20th anniversary of educational opportunity in Southern Ocean County at the SEC through the Southern Ocean Chamber of Commerce's Spring/Summer Land and Sea publication. Land and Sea will be released with 15,000 hard copies available throughout the southern county in May; digital copies will be available through multiple formats as well.**

➤ **Veterans and Military Resource Center**

- **On November 11, 2020, the Veterans Town Hall event took place for the first time virtually, reaching over 130 people who completed the entire show of 56 minutes.**

- **39 people joined the live Q&A session**

- There were **17 inquiries** for **program and initiative development**
- **Two scholarship requests** equating to **\$2,000** towards **Military and Veteran Success**

The **Veterans and Military Resource Center (VMRC)** has **confirmed** continued **support** from **Congressman Andy Kim** to develop **2021 Veterans Town Halls**, and a **representative of Senator Corey Booker** has **confirmed interest** in **participating next year**, which will bring **more regional support** to the **overall program**.

- The VMRC has **developed** a **News Report** for the **Southern Education Center**. **Mr. James Hauenstein** reported **interest increased** dramatically over the **first three days** after it was released on **November 19, 2020**:
 - **18 views** received on the **first day**
 - **240 views** the **second day**
 - **321 views** on the **third day**
- **Congressman Andy Kim** announced the **approval**, as of **November 20, 2020**, of the **Increased Local Hiring initiative** for **military construction programs** that would put **New Jersey building trades members** to work on **projects** at the **Joint Base McGuire-Dix-Lakehurst** and **other military construction sites**.

Additionally, it was announced from the **Armed Service Committee** that the **National Guard and Reserve** received **hazard pay equal** to their **active duty counterparts**. This will provide **critical pay** to **members of the New Jersey National Guard** who are engaged in **COVID-19 mitigation efforts state-wide**.

- The VMRC has started to **develop** the **Veterans Voices television and radio program**. The **first invitations to participate** went to the **Founders of Project Refit**, **Mr. Dan Lombard** and **Mr. James Corbett** (<https://www.projectrefit.us/>).

The **VMRC Coordinator** will **interview local stakeholders** within the **military and veteran community**, bring them to **campus**, and discuss the reasons **Ocean County College** is a **premier location** for all **military and veteran resources and educational aspirations**.

The goal of **Veteran Voices**, when launched, will be to increase the College's **representation** as a **pillar of veteran resources** for both **Ocean County and New Jersey**. Producing this **program** will **advocate for more student involvement**, exercise **support for veteran isolation and mental health resources** both **on and off campus**, and clearly **demonstrate the efforts** of the **College** during the **harsh times** of the **COVID-19 pandemic**.

e-Learning and Learning Enterprises

➤ Proctoring

The **e-Learning team** has begun the **Honorlock implementation** for the **Spring 2021 semester**. Over **250 online course sections** will be utilizing **proctoring or authentication**. **Honorlock instructor trainings** will be offered during the **months of December 2020 and January 2021**.

➤ **Course Design**

Planning for the **Fall 2021** course development schedule is **complete**. The **team** will focus on **updating distance learning master courses** to meet curriculum changes. **SPAN 151, Beginner Spanish I, and SPAN 152, Beginner Spanish II**, will be **redeveloped** by **removing Rosetta Stone** and utilizing other **educational and design software** to create **high quality and engaging Spanish courses**. This change is **projected** to **reduce costs** by **\$50,000** per academic year.

➤ **Hands-On Labs**

e-Learning continues to work with the **School of STEM Dean** and **Subject Matter Experts (SMEs)** on the **redevelopment** of **distance learning science courses** utilizing **Hands-On Labs** to **reduce the cost of lab kits** for students. This requires **working** with the **e-Learning College Lecturers** and **SMEs** to **redevelop labs** by **designing virtual labs or assignments** that meet the **learning outcomes** without using traditional lab kit components. **Three courses** were **redeveloped** for **Spring 2021**: **BIOL 232, Microbiology; PHYS 171, Physics I; and PHYS 172, Physics II**.

Dr. Eugene De Silva, Science College Lecturer II, has **completed** the **redevelopment** of **Physics I and II**. The **students** will have **access** to a **free textbook**, through **open educational resources**, and using **simulated labs**. This **redevelopment**, will **save** each **student** between **\$125 - \$160**, for a **savings** of up to **\$62,720** per year for the **current average** of **392 students**. In **November**, **Microbiology savings** were mentioned as **\$650 per student**; for **260 students per year**, the **savings** totals **\$169,000**. The **redevelopment** of these **three courses** could bring a **savings** of approximately **\$230,000** per year to **students**.

Additionally, the **following courses** will be **redeveloped** to **minimize cost** to **online student learners**. These **courses** were **selected** based on **enrollment, priority, and cost** to **students**.

➤ **Summer 2021**

- **BIOL 130, Human Anatomy & Physiology I**
- **BIOL 131, Human Anatomy & Physiology II**
- **PHYS 281, General Physics I**
- **PHYS 282, General Physics II**

➤ **Fall 2021**

- **BIOL 114, Principles of Biological Science**
- **CHEM 283, Organic Chemistry I**
- **CHEM 284, Organic Chemistry II**

➤ **Academic Affairs Projects/Workforce Development**

Two Part-Time Instructional Designers who are assisting with **Academic Affairs-related projects** are currently **working** with designated **face-to-face faculty members** to **design and develop** a **Face-to-Face Hybrid Master Course Shell** for **instructors**. The **shell** is being developed to **allow courses** to have a **similar brand and user experience** for **students**. This will include a **course Homepage**, as well as a **Get Started Module** with **content items** that the **design and faculty members** felt were **important** to include across **all subject areas**. The **Instructional Designers** will be **completing** this project the week of **December 7, 2020**.

The **Instructional Designers** will also assist with the **3+1 Ocean County College/Southern New Hampshire University Partnership**. **Ms. Rachel Doss-Block, Associate Director of e-Learning**, is

currently working with **Mr. Seth Matthews, Associate Dean of Social Sciences at SNHU**, to obtain access to the **two courses** that will be hosted and taught by **OCC's instructors** on **OCC's LMS, Canvas**. Once access is provided, the **Instructional Designers** will begin to **copy the course content** from **SNHU** and build it into a **course shell** in **OCC's LMS**. This will require using the **Distance Learning Master Course Template**, removing **SNHU branding**, as well as **expanding content** and **assessments** to meet the **fifteen-week course structure**.

Additionally, **instructional design assistance** is being provided for the **development** of **online courses** for **Workforce Development**. The **following courses** are currently being **designed** and **developed** with the **help** of **Part-Time Instructional Designer Elizabeth Metzger**. **Course completion** is projected for **April 2021**.

- **Business Engagement**
- **Community Healthcare Worker**
- **Veterinarian Technician**
- **Alternative Certification (Education)**
- **Center for Advancement**

➤ **Personnel**

The **Instructional Design and Technology team** is currently **searching** for a **Part-Time Instructional Designer** and will soon be **posting** for two **Full-Time Lead Instructional Designer positions**.

➤ **Professional Development**

➤ In an effort to **promote the innovation of online education**, the **e-Learning Department** continues to **host weekly professional development sessions**. **Scheduling information** and **recordings** can be found in the **CIE** at go.ocean.edu/cie.

➤ **Dr. Christine Webster-Hansen, Assistant Dean of e-Learning**, and **Ms. Laura Wingler, e-Learning, Instructional Designer**, will represent the **e-Learning Department** at the **Online Learning Consortium Innovate Conference** in **March 2021**, by presenting on **From Facilitation to Instruction: Supplementing Online 'Master Courses' through Multimodal Communication and Technology**. This **presentation** will provide **instructors** of **pre-built online courses** with examples of how to **engage students** and **supplement existing material** through **educational technology**.

➤ More than **40 instructors** attended the **e-Learning Department's November Adjunct Roundtable**. **Keynote speaker Dr. Howaida Wahby Eraky, Assistant Dean of e-Learning, International Programs**, presented **Gen Z in 10 Minutes** to orient **instructors** to the **educational needs of contemporary college learners**, and **Ms. Laura Wingler** presented **Engaging Gen Z Learners**, which highlighted ways of **incorporating graphics, polls, and gaming** within **online courses**.

➤ **College-Wide Contributions**

➤ On **November 17, 2020**, **Ms. Patricia Kunzman, e-Learning College Lecturer II**, organized a live **Webex presentation** entitled **Entrepreneurial/Small Business Management Series** for **Business students**; **five students** from her class were available to **attend**, with invited **guest speaker Mr. Rob Nagel, OCC alumnus and founder/owner of the Surf Taco restaurants**. The

purpose of the **presentation** was to provide students with **direct access** to an **entrepreneur/business owner**.

Mr. Nagel presented his **entrepreneurial story** and discussed how he **opened his first location** in **Point Pleasant Beach** in **2001** on a **shoestring budget**. The **business** has **grown** to include **20 locations** while weathering a **very turbulent era**, including **9/11**, **Super Storm Sandy**, the **Great Recession**, and most recently **COVID-19**. He shared his **philosophies** on **small business management** and **treating employees as assets**. **Students** had the opportunity to **ask questions** of **Mr. Nagel** in a **live session**.

Ms. Kunzman plans to **continue** offering these **informational** and **engaging entrepreneurial sessions** for students each **Spring** and **Fall semester**.

- Additionally, on **November 20, 2020**, **Ms. Kunzman** presented **Resume Writing and Interview Techniques**, a **live Webex workshop** for **Hospitality** and **Business students** during the **Hospitality Virtual Pathway to Success Program**, sponsored by **Hospitality College Lecturer Sean Bips** and the **OCC Hospitality Department**. The **purpose** of the **workshop** was to provide **students** with a thorough **discussion** on **effective resume writing**, as well as **tips** on **cover letter creation** and **interview techniques**. The **one-day program** was a **collaborative effort**, including **Career Services**.

➤ International Education

➤ Ocean County College, Ain Shams University, and Kean University Partnership

New Cohort 5 students attended a **face-to-face** and **asynchronous orientation** and **training sessions**. The **students** started **November 1, 2020**, and a **weekly check** on their **progress** is being administered to **ensure the success** of their **learning experience**.

The **Kean University team** continues to **meet** with **OCC's e-Learning International team** twice a month to **follow up** on the **current program's issues**, such as **marketing** and **student progress**, as well as to discuss **new potential programs** in **Egypt**.

➤ Alexandria University

Dr. Maysa Hayward, **Associate Vice President of International Programs**, met with **Dr. Hisham Gaber**, **Alexandria University Interim President and Vice President of Academic Affairs**; **Dr. Mohamed Abou El Naga**, **Interim Dean of Business School**; and **Dr. Magda Madbouly**, **Alexandria University Program Coordinator**. The **meetings** included **discussions** on **course sequences** for the **OCC/Kean/Alexandria University Business program** as well as a **tentative schedule** for **orientation** and **trainings** before the **targeted start date** in **February 2021**. Meanwhile, **Dr. Wahby-Eraky** and **Dr. Madbouly** finalized the **academic component** of the **operational plan**. The **financial** and **legal components** are currently **under review** by our **financial** and **legal teams**. The **Alexandria University program** is scheduled to be **launched** in **February 2021**.

➤ Partnership with Badr University

Dr. Hayward met with **Dr. Amr Al Atraby**, **Vice President of Badr University and former Dean of the School Business at Ain Shams University**, to discuss the **OCC/Badr University pilot programs**. **Badr University** will start with the **Business program**, applying the **three-way**

partnership between OCC/Kean/Badr in Management and Accounting. Dr. Mostafa Kamal, President of Badr University, also discussed Badr University's need for OCC's non-credit English for Specific Purposes (ESP) courses. Dr. Wahby-Eraky drafted a description of OCC's ESP courses and is currently working with Dr. Eileen Garcia, Vice President of e-Learning and Learning Enterprises, and Ms. Sara Winchester on the final proposal. The targeted date to start the ESP courses is September 2021.

➤ **Special Programs**

The **special programs** are still under review by the **Curriculum Committees in Egypt**. Upon the request of **Dr. Khalid Abd El Ghaffar, Egyptian Minister of Higher Education**, the **International team resubmitted the Community College proposal with the affiliate four-year University options to be applied to the new National Universities as well as the four technological Universities in Egypt. Dr. Samir Hamza, Egyptian Cultural Attaché**, is following up on the **progress of the proposal with the Egyptian ministry.**

➤ **OCC and New Jersey City University in Egypt**

The **contract draft** is under a **last review** by **New Jersey City University's legal team.**

Ocean County College, Toms River, NJ

BYLAWS FOR THE OPERATION
OF THE BOARD OF TRUSTEES
OPERATION
Board Meetings
Public Comments/Conduct #1365

BYLAW

The Board recognizes the dignity, worth, and free speech rights of each member of the community and the importance of public comment/discourse at Board meetings. Public comments will be invited in advance of meetings and by the Board Chair during meetings.

The Board embraces, supports, and defends free speech, and it is the intent of the Board to promote and foster an atmosphere and environment where civil discourse takes place. The Board expects that each member of the community will treat other members with dignity and respect when public comments are made.

Adopted: December 10, 2020

PROCEDURE

The Board of Trustees welcomes the opportunity at its meetings for the expression of public views on issues related to the College. To assist in managing the public comment process with consistency while also ensuring the completion of necessary scheduled business during the meetings, the following rules of conduct and procedures are established:

1. Public Comments

a. Prior to Meetings

Prior to public meetings, written comments may be submitted by U.S. mail or in person to the Secretary to the Board of Trustees via the President's Office or by email to OCCBoardSecretary@ocean.edu.

Written comments must be addressed to the Board of Trustees, include contact information for the individual submitting the comments, and be received at least forty-eight hours prior to scheduled meetings of the Board.

b. In-Person Meetings

Individuals in attendance at in-person public meetings may address the trustees when the Board Chair requests public comments.

c. Virtual Meetings

In the event an emergency limits or restricts the ability of the Board to conduct in-person meetings, virtual meetings may be held. Notice and access to virtual public meetings will be made available to the public in compliance with New Jersey law.

Comments may be submitted in advance of virtual meetings by email to OCCBoardSecretary@ocean.edu at least forty-eight hours prior to scheduled meetings.

Comments may be made during the remote meetings through the Q&A option or by utilizing the Chat function on the remote meeting site. Individuals addressing

the Board remotely will be unmuted by the meeting organizer to participate at the appropriate time and muted again following their comments.

2. Public Speakers

- a. Speakers must be recognized by the Board Chair prior to addressing the trustees and must identify themselves before making comments.
- b. Comments should be addressed to the Board as a whole and not to any individual trustee.
- c. Comments should be delivered within a reasonable period of time, generally not to exceed three minutes in duration, in the discretion of the Board Chair.
- d. All speakers addressing the trustees will refer to and treat other members of the community with dignity and respect.
- e. Written statements of public comments may be submitted to the Board Secretary at the end of the meetings.

3. The Board

- a. The Board Chair will invite individuals to speak during the Public Comments section of the meeting agenda or as deemed otherwise appropriate.
- b. Questions may be asked by the trustees for clarification or additional information from the speakers.
- c. The Board Chair may refer matters raised by the public, without debate or discussion, to the President for comment, further review, and/or subsequent response.
- d. The Board Chair reserves the right to interrupt, warn, or terminate speakers whose comments or behavior include: profanity or obscenity; personal threats or attacks; hateful epithets or demeaning language based on a person's race, religion, sexual orientation, ethnicity, gender, or disability; yelling or screaming; or exceeding a reasonable period of time as determined by the Board Chair.

Adopted: December 10, 2020

Required Reporting Statistics
Board of Trustees Meeting
December 9th, 2020

The following has been prepared for presentation to the Ocean County College Board of Trustees, for its regular meeting. This report consists of all offenses defined as reportable crimes under the federal Jeanne Clery Act, fires, and other emergencies which occurred on campus during the reporting period of 11/6/2020 through 11/25/2020

| 1. A count and classification of all criminal incidents (defined as reportable crimes under the federal Jeanne Clery Act) which occurred on campus and which were recorded by campus security, campus security authority (CSA) or local police departments. | | | |
|---|---------------|---------|--------|
| Date | Crime | Summary | Status |
| Occurred: Reported: | NONE | | |
| Occurred: Reported: | | | |
| 2. A list of campus alerts, threats, or emergencies which occurred on campus. | | | |
| Date | Alert/Threat | Summary | Status |
| Occurred: Reported: | NONE | | |
| 3. A count and classification of all fire incidents which occurred on campus and which were recorded by campus security and local fire departments. | | | |
| Date | Fire Incident | Summary | Status |
| Occurred: Reported: | NONE | | |

Respectfully Submitted, *John A. Lopez* – Director of Security