



BOARD OF TRUSTEES

Public Retreat/Meeting

Minutes

January 7, 2021

A retreat/meeting of the Ocean County College Board of Trustees was called to order by Mr. Carl V. Thulin, Chair, at 12:03 p.m., on Thursday, January 7, 2021, via Webex. Call to Order

The announcement of public meeting was made by Mrs. Jodi Heitmann in compliance with the Open Public Meetings Act of 1975. Notice of this meeting was publicized through a resolution adopted at the November 5, 2020, reorganization meeting and distributed as required by law. Also, given the current healthcare crisis, a notice was publicized on January 3, 2021, indicating this meeting would be held via Webex, as provided for by New Jersey Public Law 2020, Chapter 11, approved on March 20, 2020, for public bodies to conduct meetings by electronic means during periods of emergency. Public Meeting Announcement

Those in attendance were: Mr. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Robert Fall, Mr. Charles Muller, Mr. Joseph Teichman, Mr. Steven Zabarsky, Ms. Emily Napolitano, Mr. Jack Sahradnik, Dr. Jon Larson, and Executive Vice President of Finance and Administration Sara Winchester. Attendance

Finance Committee

In the absence of Mr. Dasti, Ms. Winchester presented the Finance Committee Report, which was unanimously approved upon roll call vote. Finance Report Approved

➤ A resolution was adopted authorizing the President to enter into an agreement with Blackney Hayes Architects, LLC, to resolve all outstanding claims and issues for the Student Center Project and the Gateway Building Project at Ocean County College. Resolution Adopted

➤ Resolutions were adopted to award the following contracts: Resolutions Adopted For Contract Awards

➤ A maximum of \$40,000 to Mental Health Association of New Jersey, Springfield, New Jersey, for youth peer outreach support services to be offered through the Continuing and Professional Education Department at Ocean County College.

➤ A maximum of \$36,279 to Rosetta Stone, Ltd., Harrisonburg, Virginia, for the purchase of learning language software and services for e-Learning programs from January 30, 2021, to January 29, 2022, at Ocean County College.

- A maximum of \$25,000 to Eckerd Connects, Long Island, New York, for service learning training workshops to be offered through the Continuing and Professional Education Department at Ocean County College.
- A maximum of \$29,960 to Conover Company, Appleton, Wisconsin, for a web-based course evaluation assessment system to be offered through the Continuing and Professional Education Department at Ocean County College.
- A maximum of \$25,000 to Waters and Sims, Inc., Red Bank, New Jersey, for counseling training services to be offered through the Continuing and Professional Education Department at Ocean County College.
- A maximum of \$46,106.25 to Online Computer Library Center, Dublin, Ohio, for cloud-based library management and discovery applications for use by the Library funded through Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Funds at Ocean County College.
- A maximum of \$17,500 to Carolyn Dorfman Dance Company, Union, New Jersey, for a virtual dance performance and workshop for participants of the Ocean County Teen Arts Celebration at Ocean County College.
- For participation in the first phase of the New Jersey Natural Gas (NJNG) Engineered Solutions Program to develop engineering and design drawings and documents for the installation of energy conservation measures at Ocean County College.
- The following contracts were amended: Contracts Amended
 - An additional \$5,000, for a maximum total of \$35,000, to Mental Health Associates of New Jersey, Springfield, New Jersey, to extend youth peer outreach support training services from October 1, through November 29, 2020, offered through the Continuing and Professional Education Department at Ocean County College (contract originally awarded at the November 7, 2019, Board meeting).
 - An additional \$5,000, for a maximum total of \$35,000, to Eckerd Connects, Long Island, New York, to extend service learning training projects from October 1, through November 29, 2020, offered through the Continuing and Professional Education Department at Ocean County College (contract originally awarded at the November 7, 2019, Board meeting).
 - An additional \$5,000, for a maximum total of \$35,000, to Waters and Sims Employment Services, Inc., Red Bank, New Jersey, to extend counseling training services from October 1, through November 29, 2020, offered through the Continuing and Professional Education Department at Ocean County College (contract originally awarded at the November 7, 2019, Board meeting).

Personnel Committee

Mr. Leone, Chair, presented the Personnel Report, which was unanimously approved upon roll call vote.

Personnel Report
Approved

At 12:11 p.m., a resolution was adopted, upon unanimous roll call vote, to move into a closed session upon the adjournment of this meeting to discuss personnel matters, collective bargaining, and pending and anticipated litigation, the results of which will be released to the public when the need for confidentiality no longer exists.

Resolution
Adopted for
Closed Session

Discussion Items

Dr. Larson introduced Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, and Ms. Heidi Sheridan, Dean, School of Arts and Humanities, who explained the purpose and expectations for the upcoming Middle States Accreditation Cycle. The process and timeline was shared, as well as the Self-Study design blueprint.

Self-Study
Process

In response to Mr. Muller, Ms. Sheridan explained that, as a result of the Coronavirus Pandemic, several policies have been updated and will be reflected in the Self-Study.

The Trustees thanked Dr. Beshara-Blauth and Ms. Sheridan for their efforts.

Dr. Beshara-Blauth then explained the upcoming Board Self-Evaluation survey, which will be implemented through OCC's Institutional Research Department rather than through an outside vendor as was utilized in Spring 2016. Results will be compiled and presented at a future retreat.

Board Self-
Evaluation

Dr. Gerald Racioppi, Vice President, Student Affairs, provided an update on Spring enrollment. He reported that enrollment is currently down 25%, following the holiday break, with non-returning students comprising 77% of the total deficit. Reggie, the Hub's chatbot, sent a text message survey to 2,196 degree-seeking students who had not registered for the Spring semester. Of the 22% responding, 68% indicated their intent to register, with 1/3 requesting registration assistance. Dr. Racioppi explained the majority of non-returning students who responded indicate the reason is not financial, but due to the nature of remote instruction. The Foundation is offering assistance to students with an outstanding balance for the Fall semester. This program is available to OCC students who are registered for the Spring semester, are Ocean County residents, have completed the FAFSA and the Foundation's application, and have scheduled a payment plan for Fall balances. The Foundation will pay up to half of the Fall balance for those students who remit half of the amount due on their account. Dr. Racioppi expressed appreciation to OCC's Foundation for its continued support.

Enrollment and
COVID Updates

Dr. Racioppi shared that promotion of the 3+1 agreement in Business with NJCU has begun. He hopes this will result in additional enrollment of recent OCC Business degree graduates.

Dr. Racioppi then provided an update on employee and student-reported COVID exposures for the Fall semester, none of which are related to the OCC campus.

Dr. Larson introduced Dr. Eileen Garcia, Vice President of e-Learning and Learning Enterprises, who explained, due to a decree issued by Egyptian President Al-Sisi, all Egyptian educational campuses are closed due to the ongoing COVID-19 pandemic, preventing students from completing fall exams. As a result, this will delay students in Cohort 3 of the OCC/Kean/Ain Shams partnership from beginning Kean classes in March. Dr. Maysa Hayward, Associate Vice President, International Programs, and Dr. Howaida Wahby Eraky, Assistant Dean, e-Learning, International Programs, are working with the Kean and Ain Shams teams to find a solution to help these students continue with the program without interruption. Dr. Garcia explained that the NJCU/OCC/MES partnership, scheduled to start in the Spring, will be delayed until Fall 2021 due to the President's decree. In addition, approval of the special programs project with Ain Shams, Alexandria, and Helwan Universities has been delayed due to the Supreme Council's lack of ability to meet on a regular basis. However, Dr. Garcia shared additional universities have shown interest in these programs. Once approved, this will allow all universities in Egypt: governmental, national, technological, and private, to participate. Dr. Garcia shared the expectation for three programs to begin in the Fall: OCC/NJCU/MES, OCC/Alexandria/Kean, and OCC/Badr/Kean. Dr. Garcia then shared there is potential for a new project with the Arab Academy for Management and Financial Services, which requested a proposal for OCC's Business Degree. Discussions to extend Egypt partnership programs with Southern New Hampshire University and University of Maryland Global Campus are taking place. Dr. Garcia shared marketing strategies are being discussed in order to increase enrollment of Egyptian programs.

International/Egypt
Update

Discussions have taken place with Discovery Education for the potential to offer professional development courses for both K-12 and community college professionals in Egypt.

Lastly, Dr. Garcia shared preliminary discussions for a partnership to provide education from K-12 through baccalaureate degree programs in Nigeria. Should these conversations continue, additional information will be provided.

Dr. Larson reported OCC has been named recipient of two Fund for the Improvement of Postsecondary Education (FIPSE) Grants: The first is the Open Textbook Pilot program, to create and expand the use of open textbooks in courses that are part of a degree-granting program, which will allow students the ability to save on textbook costs; the second is the Centers for Excellence for Veteran Student Success, to establish a center on the campus in order to provide a single point of contact to coordinate comprehensive support services for veteran students. Dr. Larson commended Ms. Janet Marler, College Lecturer II, Library, and Ms. Kayci Clayton, Associate Director, Grant Administration, for their work on the Open Textbook Pilot grant application. In addition to OCC, the pilot will include Brookdale Community College, Middlesex County College, Passaic County Community College, and Rowan University. Dr. Larson commended Mr. Ryan Luurtsema, Coordinator, Veterans and Military Affairs, Ms. Kayci Clayton, Mr. Anthony Trump, Executive Director, Student Services, and Ms. Mary Lancaster, Controller, for their work on the Centers for Excellence for Student Success grant application.

Pilot Grant
Update

The next meetings of the Board are scheduled for:

Meetings
Scheduled

Thursday, January 28, 2021	9:30 a.m.	International Programs Committee (As Needed)
	10:00 a.m.	Finance Committee
	10:00 a.m.	Bylaw, Policy, and Curriculum Committee (As Needed)
	10:30 a.m.	Buildings and Grounds Committee
	10:30 a.m.	Personnel Committee
	11:00 a.m.	Closed Session
	12:30 p.m.	Regular Public Monthly Meeting

With no further business or comments from the trustees or the public, the meeting adjourned at 1:32 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Executive Assistant to the President