



## **BOARD OF TRUSTEES**

### **Public Retreat/Meeting**

#### **Minutes**

**July 12, 2018**

A retreat/meeting of the Ocean County College Board of Trustees was called to order by Mr. Carl V. Thulin, Chair, at 12:18 p.m., on Thursday, July 12, 2018, in the Boardroom of the Administration Building on the College campus.

Call to Order

The announcement of public meeting was made by Mrs. Connie Bello in compliance with the Open Public Meetings Act of 1975. Notice of this meeting was publicized through a resolution adopted at the November 2, 2017, reorganization meeting and distributed as required by law.

Public Meeting  
Announcement

Those in attendance were: Mr. Carl V. Thulin, Mrs. Linda Novak, Mr. Stephan Leone, Dr. Judith DeStefano-Anen, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Thomas Monahan, Mrs. Joanne Pehlivanian, Mr. John Peterson, Mr. Joseph Teichman, Dr. Jon Larson, Executive Vice President of Finance and Administration Sara Winchester, and Interim Associate Vice President of e-Learning and Learning Enterprises Hatem Akl.

Attendance

#### Miscellaneous

At 12:20 p.m., a resolution was adopted, upon unanimous roll call vote, to move into a closed session 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

The public meeting resumed at 12:54 p.m.

Public Meeting  
Resumed

#### Finance Committee

The Finance Committee Report was unanimously approved, upon roll call vote, as amended. The report was amended to withdraw the recommendation to award a contract to America Mideast Educational and Training Services, Inc., Washington, D.C., for international higher education support services for Ocean County College programs in Egypt.

Finance Report  
Approved

➤ The following contract was awarded:

Contract  
Awarded

- A maximum of \$22,850 to Kimmel Bogrette Architecture + Site, Inc., Blue Bell, Pennsylvania, for professional architectural services for the design of the Instructional Building re-roofing project at Ocean County College.

➤ Resolutions were adopted to award the following contracts:

Resolutions  
Adopted for  
Contract Awards

- A maximum of \$18,110 to Infobase, New York, New York, for a one-year subscription for Master Academic and Nursing Collections of Films on Demand to provide student access to digital documentary and performance videos at Ocean County College.
- A maximum of \$61,812 to Teach By Travel, Inc., East Brookfield, Massachusetts, for program support services for the Ocean County College Study Abroad Seminar in Costa Rica from January 10 through January 18, 2019.
- A maximum of \$59,585 to Ellucian Company, L.P., Fairfax, Virginia, for the second year of a three-year award for the Recruit Software as a Solution annual subscription for communication with prospective students at Ocean County College.

➤ The following contract was amended:

Contract  
Amended

- An additional \$18,531, for a maximum total of \$131,281, to Ellucian Company, L.P., Fairfax, Virginia, for additional hours to complete analytical implementation services for students, financial aid, and recruitment at Ocean County College (contract originally awarded at the May 31, 2018, Board meeting).

### Discussion Items

Mr. Fall reported that the members of the Board's International Programs Committee met and requested a discussion during the retreat so that all trustees understand, support, and are conversant with the direction of the College in terms of international academic offerings and related expenses and revenue. Mr. Fall indicated that the committee intends to meet on a regular basis and will keep the trustees informed of progress as it occurs.

International  
Programs  
Committee  
Report

Mr. Akl provided an overview of the many projects in Egypt, some that are well underway and others that are in various stages of development. He reported that Dr. Maysa Hayward, Assistant Vice President of International Programs, is currently in Egypt to advance several initiatives, one of which is the American Community College in Egypt, a unique opportunity for Ocean County College. The recent signing of a Memorandum of Understanding with Egypt's Supreme Council of Universities allows OCC to operate as a community college with all of Egypt's governmental universities for the delivery of two-year degrees in various disciplines.

OCC and Ain Shams University have been partners since 2016, so it will be the first institution to participate in the American Community College in Egypt. Dr. Hayward is working with Ain Shams while in Egypt on the establishment of an operational plan; once developed and approved, it will become the prototype for all other universities that participate in the American Community College in Egypt.

Mr. Akl shared with the trustees the structure of Egypt's educational system, the importance of education in Egypt, the potential for student interest in the American Community College,

and the many doors that will be opened to them by this program. Additionally, a financial analysis of international education was shared and discussed. Mr. Akl said he is always available to answer any questions or provide additional information to the trustees.

The trustees thanked Mr. Akl for his presentation and commended him, Dr. Hayward, and Dr. Larson for their vision, continuing efforts, and resulting accomplishments.

Ms. Alexa Beshara-Blauth, Executive Director of Institutional Planning, Effectiveness, and Compliance, Mr. Joe Rua, Institutional Research Analyst, and Mr. A.J. Trump, Interim Director of Admissions/Enrollment Management, joined the trustees for a presentation on the results of the Noel-Levitz College Employee Satisfaction Survey that was administered to all OCC employees on October 17, 2017.

Noel Levitz  
College Employee  
Satisfaction  
Survey

Ms. Beshara-Blauth reported that 215 responses were received, yielding a response rate of approximately 20%, which is considered very good for this type of survey. Employees were asked to rate the importance of and their satisfaction with a variety of areas, including campus culture and policies, goal prioritization, involvement in planning and decision making, and the work environment.

Mr. Rua presented a summary of the data to the trustees, highlighting those areas that were identified to be the most challenging, areas on which the College should be focused to address employee concerns. He provided detailed employee breakdown information as well as comparison data to other colleges similar to OCC.

Ms. Beshara-Blauth and Mr. Trump reported that this information was shared with the members of the President's Leadership Team, who will be discussing ways in which improvements can be made to the areas identified as most challenging. PLT's recommendations will be incorporated into projects that might be undertaken through OCC's Strategies for Success, #4, Understanding and Meeting the Needs of Stakeholders.

Although the response rate for this survey was good, the trustees would like to see a better response rate from the employees. Ms. Beshara-Blauth, Mr. Rua, and Mr. Trump were thanked by the trustees for their thorough presentation and their many efforts on behalf of Ocean County College.

The next meetings of the Board are scheduled for:

Meetings  
Scheduled

<b>Thursday, July 26, 2018</b>	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 Monthly Public Meeting

With no further business or comments from the trustees or the public, the meeting adjourned at 2:40 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone  
Secretary

Connie Bello  
Assistant to the President