



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 **August 25, 2022, Board Meeting**

DATE: August 18, 2022

Suicide Awareness and Prevention Month - September 2022

For over **ten years**, the **Counseling Center** has worked to bring **awareness** and **education** to the **OCC community** about **suicide prevention**. The **International Association for Suicide Prevention** designates **September** annually as **Suicide Prevention Month**, and **OCC** recognizes the **month** through various **activities** and **events**.

The **Counseling Center's** **goals** are to **educate** the **community** about **suicide** and **mental health**, to **raise awareness** of **warning signs**, and to encourage **help-seeking behaviors**. All **activities** focus on **reducing** the **stigma** associated with **mental health problems** and **suicide**. To **save lives** and be part of a **safe campus environment** conducive to **positive learning outcomes** and **student well-being**, the **community** needs to **work together**, be **supportive** and **aware** of the **signs** of **distress**, **reach out** to others, and **encourage** those in need to **seek help**. The **Center's** **campus-wide initiative** invites **all College community members** to **support** these **goals** and this **work**.

At **Thursday's** meeting, **Ms. Katie Hueth**, **Coordinator of Prevention Education**, will present **information**, **statistics**, and a **comprehensive overview** of **suicide** and **mental health problems** from a **public health perspective**. A **resolution** will be recommended for **adoption** by the **Board** to declare **September** as **Suicide Prevention Month** at **Ocean County College**.

Academic Affairs

➤ School of Arts and Humanities

- In **July**, **College Lecturer II Paul Chalakani**, **director**, **Associate Professor Dr. Elizabeth Brierly**, **choreographer**, and the **OCC Repertory Theatre Company** presented **Andrew Lloyd Webber's** *Joseph and the Amazing Technicolor Dreamcoat* at the **Grunin Center**. The

company performed to approximately **1,500 audience members** and received **well-deserved standing ovations** for seven of the **eight outstanding performances**.

- From **August 4 to 6, 2022**, **Dr. David Bordelon, Professor of English**, presented a paper at the **9th Annual Conference on the State of Mark Twain Studies** hosted by **Elmira College**. **Dr. Bordelon** noted that his paper, titled “**Predictive Satire: *Huckleberry Finn* and 21st Century Hucksters**,” “**bridges the divide** between the **Humanities** and **interests of the general public**, bringing **cultural criticism** to bear on **'questions that matter,'** and looks to the **textual past** for **explanations** and **insight** into our **present dysfunction**.”
- **Adjunct Assistant Professor of Humanities Kyle Banner** started ***The New Jersey History Podcast***. The podcast voyages through the **rich history** of the **Garden State**, which is **described** as the **most densely populated** and **misunderstood state** in the **Union**. **Recent episodes** include “**Hessian Soldiers’ Remains Found at the Battle of Red Bank**” and “**Local Kids Talk Local History – The Jersey Devil, the Civil War in NJ, and the Sculthorp Force House**.”
- In **August**, **OCC** acquired a **new custom-designed two-manual/full pedalboard Rodgers Inspire 233 digital organ**. As a result, the **Music Department** has **expanded** to include **applied organ instruction** on campus. The **instrument** is **housed** in **Grunin Room A120** and will be used for **teaching** and **supervised practice**. It will also be **programmed** into various **concerts** and **presentations**. Anyone **interested** in **viewing** or **playing** the **organ** may contact **Humanities and Fine Arts Instructor Karin Gargone**.

➤ School of Business and Social Sciences

Dr. Margaret Maghan, College Lecturer II in Social Work, was **reelected** for a **second term** as the **national vice president** of **Psi Beta International’s East Coast Region**. **Psi Beta International** is the **community college honor society** for **students** who plan to **study psychology** or simply have an **interest in psychology**. As a **representative** of the **organization**, **Dr. Maghan** attended the **American Psychological Society’s national convention** in **Minneapolis, Minnesota**, from **August 4 to 6, 2022**.

➤ School of Nursing and Health Sciences

- There are **310 students** enrolled in the **Nursing program** for the **Fall 2022 semester**.
- **Orientation** for **new nursing students** will be held on campus on **August 23, 2022**, and **110 students** are scheduled to **attend**. During the **orientation program**, **students** are **introduced** to the **program’s lecturers, policies** and **procedures, electronic textbooks**, and **strategies** to **enhance learning**.
- **Orientation** for **new clinical instructors** is scheduled for **August 24, 2022**. The **program** has **seven new clinical instructors** and **four new skills lab reservists** joining the **School of Nursing** this **Fall semester**.
- A **meeting** will be held on campus for all **clinical instructors** on **August 24, 2022**. **Information** presented during this meeting **focuses** on **clinical assignments, simulation** and **skills lab initiatives**, and a **discussion** of **policies** and **procedures**. The **lecturers** also **meet** with **clinical instructors** to discuss **plans** and **schedules** for the **semester**. There are **32 clinical instructors** working with **students** this **semester** to provide **education** to **34 clinical groups**.

- The **Nursing lecturers** have developed **educational sessions** to enhance **student retention** and **success**. **Educational sessions** include **“Test Smart,”** presented by **College Lecturer II Maryjean Natoli, MSN, RN,** and **“Introduction to Electronic Resources,”** presented by **College Lecturer II Danielle Pfeffer, MSN, RN.** Sessions will be provided for **all new students** and offered to **returning students** to support the completion of the **Nursing program.**
- **Nursing lecturers** attended various **virtual educational programs** during **August,** focusing on **preparing students** for the **new licensure examination** scheduled to be utilized in **2023.** These **programs** included **“Let the NCLEX® Test Plan Guide Your Item Writing,” “NCLEX® Item Writing Rules for Multiple Choice and Multiple Select Items for Your Nursing School Exams,” “Writing a Next Generation NCLEX® Case Study,”** and **“Writing a Next Generation NCLEX® Recognizing Cues and Analyzing Cues.”**
- **School of STEM**
 - The **School of STEM Professional Development for High School and Middle School workshop series** continued with a **free Fusion 360 half-day course** on **August 9, 2022.** The **workshop,** provided by **industry partners** at **Synergis Engineering Design Solutions,** provided participants with the **basics of 3D design** that can be used with their **3D printers.** This **software application** is **free** for **all academic institutions** and **students** through the **Autodesk Educational License program.** The **workshop** was also **open** to **all OCC personnel,** based on **available seating.**
 - **Academic Success** and the **Engineering and Industrial/Technical Studies program** joined together to provide rising **freshmen** at **Brick High School** with **real-world engineering** and **project management challenges** from **August 15 to 18, 2022.** Participants in the **workshop** should have **achieved** the following **learning goals:** **demonstrating project management skills** and **understanding the engineering design process** in alignment with the **STEM School’s philosophy** of **“Engineering a Better and More Sustainable World.”**
 - On **August 4, 2022,** **Assistant Dean Carolyn Showalter** attended the **virtual webinar “Engaging, Retaining, and Including Black Males in STEM,”** hosted by **STEMIFY.** A **panel** of **three STEM graduates** from the **University of Connecticut** and **two current mathematics professors** gave an **informative talk** on the **topic.**
 - **OCC Robotics Camp** hosted **10th graders** from **Brick Memorial High School** for **four days** of **learning** and **fun** as **College Lecturers Edmond Hong, Angel Camilo, Ken Michalek, and Helga Paggi** went through the **ins and outs of building** and **programming robots.** The **camp** ran from **August 15 to 18, 2022,** with **each day** covering **different topics** and many **projects** built through **discovery.**

The **first day** of the **camp** included how **robots work** and their **basic components** with **hands-on projects** using **motors, generators,** and **robotic sensors.** During the **second day,** the **students** explored **hands-on projects,** such as utilizing **basic circuits** to **control LEDs** using **digital logic gates** and **IC chips,** with **learning objectives** of **basic circuit concepts** and **implementation.** **Microcontrollers,** or the **“brains”** of the **robot,** were **studied** using an **Arduino microcontroller.** The **students** built a **digital piano** and learned to **program** and **design** a **simple project** of their **creation.** On the **final day,** students **programmed robots** in the **Python programming language** to **move** around the **classroom** and also **programmed** an **autonomous vehicle** using **basic computer science concepts** of **variables** and **loops.**

- **College Lecturer II Angel Camilo** and **Assistant Professor of Science Eric Antonelli** are working on an **Open Education Resources Histology project**. This project will provide **digitized images of histology slides** to all **faculty and lecturers** for use in **labs and classes**.
- **Dr. Angel Camilo** is also working with **Hospitality, Recreation, and Tourism Management College Lecturer II Sean Bips** on a **green wall** to support the **Culinary Arts Program**. This **green wall** will attempt to **grow the herbs** needed by the **Culinary Arts Program**.
- **Mr. Edmond Hong** and **Dr. Angel Camilo** are working on a **technology outreach project** for **local historical societies**. This **outreach program** will help **members of local historical societies** learn how to **digitize and store their documents**. This project will be **supported** by the **Makers Club** and the **History Club**.

Finance and Administration

➤ **COVID-19 Information, Protocols, and Policies for the Fall 2022 Semester**

OCC COVID-19 protocols are being **updated** for the **Fall semester** consistent with **recently updated guidance**. The **guidance** was **discussed** in a **webinar** on **August 15, 2022**, presented by the **White House**, the **U.S. Department of Education**, and the **Centers for Disease Control and Prevention (CDC)**. **OCC** will **continue** to **operate the Health Reporting Hotline** and offer **free testing** on campus **two days per week**.

➤ **Information Technology**

The **process of developing a new Information Technology Strategic Plan** began on **August 3 and 4, 2022**, with **full-day workshops** on campus. The following **outlines the work completed** by the **committee** to date:

- **Identified strengths, weaknesses, opportunities, and threats** to inform the **IT Strategic Plan Goal-Setting Process**
- **Identified the purpose** of the **IT Strategic Plan** for **OCC**
- Discussed **best practices** in **IT Strategic Planning**
- Established the **Core Planning Team Role** in the **Planning Process**
- **Core Planning Team discussion** of the **Strategic Planning Process Success Factors**
 - How do we **ensure the development** of a **relevant Strategic Plan**?
 - How do we **foster key stakeholder investment** in the **process** and the **resulting plan**?
- Overview of the **top 10 IT Issues** that **face higher education** as **voted** on by our **peers**
- Discussed the **relevance** of these **issues** as related to **OCC's Strategic Goals**
- Discussed **planning assumptions** for the **Information Technology Strategic Plan**
- Discussed the **culture** relating to the **general OCC environment**, the **students** and their **use of technology**, as well as **faculty, lecturers, and staff** and their **use of technology**
- Discussed **effective value statements**
- Identified **technology values** that represent **OCC**
- Drafted **IT Strategic Plan Goals**
 - Aligned to **Institutional Strategic Plan Goals**
 - Referenced **Planning Assumptions** and **SWOT Analysis Results**
- Identified **Initial Metrics of Success**

➤ **Summer Intern Program**

During the **Summer of 2022**, **four former OCC students** were **hired as interns** in the **IT Department**. The **interns** assisted with **various facets of IT work**, such as **cybersecurity, programming, and help desk and desktop support**. The **work of the interns** allowed **staff to concentrate on higher-level tasks**, including **equipping and testing more classrooms for HyFlex courses** in the **Fall**. The **program** was **successful** in that **all four interns** gained **valuable experience**, and **one** will be **hired** into a **full-time position** this **Fall**.

➤ **Accounting**

➤ **Banking**

Vice President of Finance and Administration Sara Winchester and **Controller Mary Lancaster** recently met with **OCC's new representative from Santander Bank, Mr. Kevin Curran, Vice President of Government Banking and Relationship Manager**, to discuss **OCC's accounts**. They are **happy to report** that as of **August 1, 2022**, the **interest rate** has been increased to **0.90%**.

➤ **Audit**

The **schedule for the audit of fiscal year 2022**, which ended on **June 30, 2022**, has been **determined**. **Bowman & Company** has **completed preliminary testing** of **Enrollment and Student Financial Aid**. The **auditors** will **return to campus** in **September and October** with the **goal of finishing the process** in **November**.

➤ **College Relations**

Mr. Michael Leon, Graphic Design Manager, created **invitations and envelopes** for the **OCC Fall Open House**. The **creative design** invited **students to tour the campus, enjoy refreshments and games, engage with faculty and staff, and learn more about OCC degree programs, flexibility, and affordability campaigns**. In **collaboration** with **Ms. Sheenah Hartigan, Executive Director of Enrollment Services**, the **campaign** will **reach over 5,000 students**. **Brochures and signage designs** will highlight **OCC departments, faculty, and lecturers** for the **October 10, 2022, on-campus event**. The **creative design** will be used across **multiple marketing platforms**, such as the **Hooper Avenue sign; print, social, and web marketing efforts; and TV monitors**.

➤ **Alumni**

➤ The **second of two Salary Negotiation workshops** for the **100 Women Campaign members** will be held on **September 14, 2022**, in the **Gateway Building**. The **program** is **facilitated** by the **Disrupt the Gap** organization. **Part one** of this **series**, offered in **June**, received **great reviews** from all who **attended**. These **programs** are made **possible** thanks to the **Gale G. Wayman Fund for the Education of Women**.

➤ The **Annual BlueClaws OCC Picnic for Students, Alumni, Faculty, and Staff** on **Friday, August 5, 2022**, was **rescheduled** due to **bad weather**. **OCC's sold-out group of participants** will be **welcomed** on **Wednesday, August 24, 2022**, as **summer** comes to a **close**.

➤ **Web**

The web team collaborated with Enrollment Services to redesign the College's request for information (RFI) forms to capture and import data from prospective international students. The revised RFI form allows data to flow seamlessly from international students into the College's recruitment CRM, Recruit. This RFI form is embedded on each of the College's [program pages](#).

➤ **Foundation**

- The Foundation's \$25 million Legacy Campaign was officially launched, information packets were mailed to stakeholders, and the next phase of outreach and solicitation will begin as the Fall semester gets underway.
- The Foundation will again commit to Jump Start/Academy awards for the coming academic year, supporting up to 150 high school students with \$250 grants. In addition, up to \$100,000 will be provided to students in four certificate programs offered through Workforce and Professional Education, including Medical Assistant, Medical Billing and Coding, Veterinary Assistant, and Phlebotomy Technician. Nearly 300 applications have been received online for the coming Fall semester, and all are expected to be funded.
- The Annual James J. Buffum Memorial Stand-Up Paddle Board Race down the Toms River will take place on Saturday, September 17, 2022. This event is a joint fund and friend-raising initiative with the Kiwanis Club of Greater Toms River and the Greater Toms River Chamber of Commerce. More information on sponsorship opportunities and many ways to participate is available at www.go.Ocean.edu/SUP.
- The Foundation partnered with College Relations to create recruitment and promotional videos to be introduced on the website, social media, and various other marketing outlets. Completed videos, which will include one-minute, thirty-second, and fifteen-second spots of each version, will be shared at the September Board meetings of the College and Foundation trustees.
- The Foundation's Annual Appeal will feature three donors again this year, each highlighting "Why I Give." Appreciation is expressed to two of the Foundation's dedicated board members, Mr. Michael Manzo and Ms. Anne Kraljic, as well as to stakeholder Praveen Jeyarajah, nephew of the late Dr. Elmo Samuel. With a combined \$100,000 gift, the Elmo T. Samuel Memorial Fund was established for students pursuing a degree in the Health Sciences. The Foundation is grateful for their generosity and willingness to participate in this effort to raise funds for the students of Ocean County College.
- The Equity, Diversity, and Inclusion Committee (EDI) continues its work. Under the leadership of committee co-chairs, Mr. Kenneth Malagiere, Executive Director of the Foundation, and Dr. Eileen Garcia, Vice President of e-Learning and Learning Enterprises, the committee is creating a campus-wide survey, with a target launch for faculty, lecturers, staff, and administration following the Fall Colloquium. The purpose of the survey is to establish a baseline of working knowledge and interest among our colleagues on these topics to best chart the way forward with appropriate guest speakers, workshops, and opportunities for deeper learning and understanding of EDI in higher education and society-at-large. The goal is to administer a similar student-focused survey at the start of the Spring 2023 semester once the tools and process are established and in place to use the survey data in an impactful way.

- **Registration** is now **open** for the **21st Annual Golf Classic** in support of the **students** of **OCC**. **Players** will **tee off** at the **award-winning Championship Pine Barrens Golf Club** on **Tuesday, October 11, 2022**. Additional **information** is available at www.go.ocean.edu/golf.
- The **2022-23 Blauvelt Speaker Series** is taking shape. **Ice-T**, **award-winning actor, artist, and inspirational speaker**, will join us on **September 20, 2022**; **Olympic Gold Medalist and professional athlete Mia Hamm** will join us on **March 8, 2023**; and **Presidential Historian Michael Beschloss** will be on campus on **April 25, 2022**. For more **information** or to **purchase tickets**, please visit www.GruninCenter.org.

While **series sponsorships** are still **available**, the **Foundation announces** and **thanks** the following **individuals** and **firms** for their **commitment** to **support** the **2022-23 Blauvelt Series**:

- **Carluccio, Leone, Dimon, Doyle & Sacks, LLC, Attorneys at Law**
- **The Citta Foundation**
- **Arlene and Frank Dupignac, Jr.**
- **The Grunin Foundation**
- **Stella and Marshall Kern**
- **Dr. Teri Kubiell and Mr. Brian Kubiell**
- **Rotem Dental Care**
- **Veolia North America**

The **success** of this **series** is seen in the **quality** of the **speakers** recruited to **visit** the **College** and in the **purposeful** and **exponential growth** in **stakeholder engagement**. It has proven to be **invaluable** to the **cultivation process**, raising nearly **\$300,000** in **small** to **mid-sized gifts** in **support** of the **series** outside of the **endowment**.

➤ **Jay and Linda Grunin Center for the Arts**

- Under the **direction** of **Assistant Director of Education and Community Engagement Jaclyn Wood**, **three CAMP (Community Arts and Music Programs)** opportunities occurred this **month**, the **first** on **August 3, 2022**, featuring *The Amazing Max*, and the **second** on **August 11, 2022**, featuring *Storyfaces*. **Both shows** included **youth** and **adult groups** from around **Ocean County**.

The **third offering**, **Camps on Campus**, led by **Mr. Erik Stratton, Education and Community Engagement Coordinator**, will **end** on **August 26, 2022**. The **offerings** have included **sports camps**, **STEM camps**, and **arts camps**. More than **250 children** and **teens** participated in the **camps** this **Summer**.

- The **Grunin Center** welcomes the **new Assistant Director of Operations and Production, Laura Westmoreland**. She brings **years** of **arts administration** experience to the **role**, and the **Grunin team** is **excited** to **work** with **her**.
- **Interim Executive and Artistic Director Heidi Sheridan** attended the **Consortium of Eastern Regional Theatres, Inc. (ConsERT)** retreat in **Princeton, New Jersey**, on **August 8 and 9, 2022**. The **organization** is a **non-profit collective** of **performing arts centers, presenters, historic theatres, agents, concert promoters, and industry vendors**. **ConsERT members** meet regularly to **compare notes, discuss industry trends, develop solutions to common problems, and create programming opportunities**. The **mission** of **ConsERT** is “to **advance the empowerment** of

member presenters and venues through regional cooperation and representation, and an open exchange of information.”

➤ **The Robert J. Novins Planetarium**

- In July, Associate Director Cara Muscio attended the Digistar 7 Institute at the Spitz facility in Chadds Ford, Pennsylvania. At this training, Ms. Muscio and approximately 50 colleagues were able to try new features available in Digistar 7, discuss uses of the system's assets, preview new films, make feature requests, and troubleshoot issues with top instructors, engineers, and field technicians from Evans & Sutherland and Spitz. These two companies pioneered the planetarium and immersive computer graphics.
- OCC's campus was teeming with students of both science and magical studies on July 30, 2022, with the return of the popular *The Novins Academy Presents: The Astronomy of Harry Potter* event. The shows were completely sold out and received rave reviews from attendees. Staff members were able to integrate changes in a way that continued to enhance the experience for patrons. The community is already asking when the show will be offered again.
- Over 40 public shows were offered in August to entertain and teach the community. A weekday afternoon “The Stars From My Backyard” sky talk was added to the August schedule after a July offering had 52 attendees. These are in addition to the weekday movies offered for families with children on summer vacation. Summer programming will culminate with LaserFest on Labor Day weekend, featuring four back-to-back laser shows.

➤ **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 of July 23, 2022, through August 19, 2022.

Student Affairs

➤ **Advising**

- Between July 1 and August 15, 2022, the Advising Office scheduled 93 Q-less appointments and 420 virtual appointments. In that same timeframe, the Office served 600 students through walk-in advising.
- Academic Advising is piloting the use of Curriculum Tracks in Student Planning. Curriculum Tracks allow advisors to enter a complete course plan for students with the click of one button. Benefits of utilizing Curriculum Tracks include:
 - Reducing the time needed for an advisor to complete a plan for a student
 - Providing a student with a comprehensive plan from the beginning of the chosen program, highlighting course sequences, semester-specific courses, and a timeline for graduation
 - Increased accuracy in advising and the ability of more advisors to advise in specialized programs
 - Institutional ability to understand which courses students will need in a given semester
 - Ability to create unique tracks geared to transfer or specialized curricular areas

Currently, **Curriculum Tracks** are available for **Liberal Arts, Pre-Nursing, Business Administration, Criminal Justice, Engineering, Social Work, General Studies Science, General Studies Science (Biology Transfer Track),** and **NJCU 3+1 Degree Programs.** In the **upcoming year, Advising** will be working to create a **more formal plan for using Curriculum Tracks,** including **best practices and training for staff, lecturer, and faculty advisors.**

- **Advising, Enrollment and Retention Services, Academic Affairs, and IT** are continuing to **collaborate to implement and expand** the use of **Instructor Alerts (Faculty CX)** via the **Advise CRM.** **Instructor Alerts** were **first implemented in Spring 2022** and have continued to be **available to participating instructors in Summer 2022.** These **alerts** have **identified students** with **attendance issues, lack of participation, missed assignments, and low assessments.** **Automated communications** are **delivered** in addition to **outreach** from the **Retention Team.**

In **Fall 2022, Instructor Alerts** will be **expanded** to approximately **60 additional instructors** selected in **collaboration** with **Academic Affairs** and **e-Learning.** **Multiple trainings** are scheduled for **late August** and **early September,** and **alerts** can **start as early as the first day** of the **semester.**

- **Counseling Center**

- The **Counseling Center staff** have been **engaged** in several **presentations:**
 - **Student Intervention Specialists Kelly Petrolis and Darra Stack** presented a **Scavenger Hunt** at the **New Student Launch.**
 - **Dr. Kate Pandolpho, Director of Counseling and Student Development,** in **collaboration** with **Assistant Director of Student Disability Services Jamie Aracz Prioli,** presented **information** about the **Counseling Center** and **Disability Services programs and services** to **faculty and lecturers** through the **Faculty Development and Learning Innovation Center.** **Additional presentations** will occur during the **academic year.**
 - **Ms. Katie Hueth** presented to a **psychology class.**
- **Ms. Katie Hueth and Ms. Kelly Petrolis** completed the **instructor certification for Mental Health First Aid** and will offer it to the **campus community** regularly to **meet the requirements** of **federal and state higher education laws** on **suicide prevention and mental health.** Working with the **New Jersey Activity Professionals Association** and the **New Jersey College Counselors Association,** **changes in state laws** are continually being **monitored** to ensure **compliance.**
- **Ms. Kelly Petrolis** has **completed the Spring semester Restore Your Score analysis** and is **preparing for the upcoming semester program.** The **Supporting Students in Recovery Program** is **nearing the end of state funding.** Many of the **program activities** will be **continued** with **College funding.**
- The **Displaced Homemakers Program** begins the **program year** with **109 ongoing** and **4 new clients.** During the **first month** of this **program year,** **one successful outreach event** was held, **new partnerships** were formed, and **events** were **scheduled** for the **following months.** **Participants** are excited to **engage and participate** in the **activities.** **Two participants** enrolled for **Workforce and Professional Education (WPE) Medical Assistant certification and Billing and Coding,** and **one** enrolled in the **Nursing program.** **New professional relationships** will be

developed with the **community**, and **participants** will be **encouraged** to continue the **path** to **self-sufficiency**.

- The **CARE Team** has handled **41 reports** since **July 1, 2022**; the **Team** thanks the **campus community** for **diligence** in **reporting concerning behaviors** and **students** experiencing challenges impacting their **academic success**.

- **Career Services**

- **Student Engagement**

- Career Services** continues to see **students** and **alumni** regarding **career exploration** and **counseling**, **resume** and **cover letter support**, and **job** and **internship search strategies**.

- **Events/Workshops**

- **Career Services Coordinator Taylor Dulemba** worked collaboratively with **Ms. Laura Wills, Coordinator of Transfer Services**, to present at the **New Student Launch event** on **August 11, 2022**; a **second event** will take place on **August 31, 2022**. **Students** received information on **career services** and **supports**, the **Handshake system**, and **transfer resources**.

- Various **career development workshops** are **scheduled** for the **Fall 2022 semester**. **In-person** and **virtual options** are available to **students** via **Webex**. **Topics** include **resume** and **cover letter writing**, **career** and **major exploration**, and **job** and **internship search strategies**.

- **Office of Disability Services**

- The **Office of Disability Services** has processed **165 new student requests** for **accommodation services** during the **Summer 2022 sessions**, representing a **13% increase** from **Summer 2021**.

- **Ms. Rachelle Bertholf, Disability Services Technician**, attended a **virtual four-week training** titled "**An Intensive Orientation to Disability Services Work**." The **training** provided **new staff** with **in-depth** and **working knowledge** and **understanding** of **disability services** in **higher education**. **Topics** included **philosophical perspectives**, **legal issues**, **population served**, **basic services**, and **referral** to **campus** and **community resources**.

- **Ms. Jamie A. Prioli, Assistant Director**, attended a **three-day virtual conference** sponsored by **AHEAD (Association on Higher Education and Disability ®)**. **Session topics** included the **legal year in review**, **accommodations** for **students** since **COVID**, **disability** and **critical race theory**, **mentorship programs** for **Black, Neurodivergent college students**, and **reasonable accommodation requests** for **remote instruction**.

- **The HUB**

- The **Enrollment Services department** hosted several **Express Enrollment Days** over the **past month**. **New incoming students** came to **campus** and learned how to **drop** and **add classes**, were given a **campus tour**, and met with **College support services personnel**. On **July 27** and **August 9, 2022**, the department **registered 92 new students**.

- The **Success Team** supported **Student Life's New Student Launch** on **August 11, 2022**, with a **presentation** on how **technology** at **OCC** can help new incoming students on their **educational journeys**. The **presentation** was **well-attended**, with **attendees** receiving **new phone swag** in the form of a **credit card holder** and **stress balls**.
- **Ocean County College**, the **New Jersey Council of County Colleges (NJCCC)**, and **Robert Wood Johnson Barnabas Health (RWJBH)** hosted an **information session** for **35 RWJBH employees**. The **session** included **information** on **OCC** and **12 other community colleges**; it led to **5 referrals** within **24 hours** of the **session**.
- **Mr. Jim Campbell, Coordinator of Enrollment and Outreach**, in **collaboration** with **Academic Affairs**, addressed **employees** from **Bright Harbors** in **Bayville, New Jersey**, on **August 12, 2022**, and attended a **resource fair** with **Enrollment Services** representatives on **August 19, 2022**, at **Berkeley Park** in **Bayville**. The **event** included **food trucks** and **mental health resources** for **employees** and allowed **OCC representatives** to **meet** with **potential new students**.
- In **July 2022**, the **HUB team** completed **699 in-person transactions** in the **lobby** of the **Student Enrollment Building** during **operational hours**. The **average service wait time** was **2.75 minutes**, and the **average service duration** was **2.86 minutes**. Customers gave the **HUB 4.7 out of 5.0 stars** for their **service excellence** for the **month**.
- **Enrollment and Retention Services** answered **2,387 incoming calls** during **July** between the **Success Team** and the **HUB Team**. The **teams** worked to **retain students** in their **Summer classes**, **re-register continuing students**, and **onboard** and **enroll new incoming students** for the **Fall semester**.
- **Financial Aid**
 - As of **August 15, 2022**, the **Financial Aid Office** received **5,197 2022-23 FAFSA applications**; **2,201 (42%)** are from **new applicants**, and **2,996 (58%)** are from **returning students**. The **Financial Aid Office** has so far successfully awarded **2,208 students**.
 - On **June 30, 2022**, **Governor Murphy** signed the **FY 2023 Appropriations Act**. The **Act** expands the **Community College Opportunity Grant (CCOG)** by directing **HESAA** to administer **CCOG financial aid grants** for **eligible county college students** whose **Adjusted Gross Incomes (AGIs)** are between **\$65,001-\$80,000**. The **highest award** for these **students** is **50% of the maximum CCOG award value** for **students** with **AGIs** up to **\$65,000**.
 - The **Tuition Aid Grant (TAG) program** was **increased** by **3%**. The **maximum total annual TAG award** for **eligible students** increased to **\$2,586** in **2022-23** from **\$2,512** in **2021-22**.
- **Southern Education Center**
 - **SEC Academic Advisor Toni Ann DiPasquale** and **SEC Director Brian Schillaci** took part in the **July 27, 2022, Express Enrollment event** on the **main campus**. **SEC Academic Advisor Jenna McAteer** participated in the **August 9, 2022, Express Enrollment event**. The **team** took the **opportunity** at **both events** to **connect** with **Southern Ocean County students** and **families** during the **registration process** and the **Student Planning workshop** about **courses** and **services** available at the **SEC**.

- The **SEC Student Advising staff** continues to **assist students** by handling the **advisingoffice@ocean.edu email inbox**. The team is also very **responsive to virtual appointments, walk-in visits, and phone inquiries**. Additionally, **staff members** continue to **review enrollment trends and previous course offerings to finalize the Spring 2023 master schedule**. Meetings with **academic administrators** in all **course areas** focus on **student opportunities** as the new **schedule** is developed.
- **Director Brian Schillaci** continued **acclimating** to his **new role** by connecting with **stakeholders** to discuss ways to address **various programs**. These **stakeholders** included **members of the OCC Early High School team, the OCC security team, the Stafford Township Chief of Police, new administrators in Barnegat and Lacey schools, and representatives from Kean Ocean and Stockton University**.
- The **SEC Canvas Announcement shell** continues to be a **vital message board** for **students**. **Canvas Announcements** in **August** informed students of **hours of operation and opportunities** to **connect with the SEC Advising team, upcoming services and events** offered at the facility, and the **parking lot construction project**. **Appreciation** is expressed to **Facilities** for overseeing a **successful parking lot renovation** that will **benefit staff, families, and students this Fall**. Even during the **final month of Summer**, the **analytics for Canvas announcements** indicate nearly **1,500 collective views** for all messages.

➤ Student Life

Student Life hosted the **first of two New Student Launch Days** on **Thursday, August 11, 2022**. There were over **140 students** in **attendance**. The **next event** will be held **closer to the start of the Fall semester** on **Wednesday, August 31, 2022**, and it is **anticipated** that at least **300 students** will be in **attendance**.

Student Launch Day is **Student Life's signature event** to **assist new students** in their **transition to the College**. Representatives from **student-facing services** from **across the campus** **assist with and participate** in the **event** to help make it a **success**.

New students are **encouraged to attend ongoing, concurrent workshops** during the event. **Topics** range from **"What a College Professor Expects of You," "Get a Student Life," "Managing Stress," "The HUB Success Team,"** and **"A Future Beyond OCC."** There are **games, make-and-take activities, a scavenger hunt to explore the campus, lunch, and many networking opportunities** for **students to connect with other students and staff**. In addition, the **OCC app** is **utilized** throughout the event to **continue the connections** made **beyond the New Student Launch**.

e-Learning and Learning Enterprises

➤ General Meeting Summary

The **e-Learning Department** will hold its **General Meeting** on **August 30, 2022, at 6:00 p.m. EST**. The **meeting** will **focus on the Future of Online Learning and Creating Communities**, with **keynote speaker Dr. Derek Tranchina, Supervisor of Innovation and Educational Technology at Ocean Township Public Schools**. He will be discussing the **transformation of online learning** and its **invaluable role as a catalyst for permanent change in education**.

➤ **Professional Development**

➤ **Third-Party Proctoring**

On **August 18, 2022**, the **e-Learning Department** hosted an **Honorlock Third-Party Proctoring refresher training**. This **online refresher training** reviewed **proctored assessments** for **Pearson, Macmillan Achieve, McGraw Hill ALEKS, and Cengage (WebAssign, MindTap, CNOWv2)**. The **training** aims to **ensure** that **faculty** are **familiar** with providing their **students** with **guidance** and **support** while taking **third-party proctored assessments**.

➤ **Adjunct Summer Retreat Series Wrap-up**

Over **53 adjunct faculty** participated in the **2022 Summer Adjunct Retreat**. The **purpose** of the retreat was for **faculty** to **share** their **best practices** to **reinvigorate** their **students' online classroom experience**.

A **post-evaluation survey** revealed that **75% of e-Learning adjuncts** have actively **participated** in the **professional development series** for the past **eight years**. Also, **91%** of the **faculty** are "**very satisfied**" with the **offerings**. Therefore, the **e-Learning Department** will plan **2022-2023 professional development** based on the **evaluation results**.

➤ **Online Instructor Training Module**

The **e-Learning Department** is **evaluating** the **Online Instructor Training Course** with a **focus** on **all aspects of content** and the **effective presentation of content** to **increase instructor engagement** and **support** the **successful completion** of this **self-paced online course**. The **Online Instructor Training course** is an **integral training platform** for **e-Learning faculty** and **lecturers**. All **new instructors** must **enroll** in the **course** and **complete modules** related to the **policies** and **procedures** of **OCC**, **pedagogical practices in teaching**, and **grading** and **communication with students**. In addition, **instructors** must **successfully complete assessments** and **demonstrate teaching proficiency**.

➤ **Educational Software**

➤ **Watermark**

The **2022 Summer Ten-Week Session Student Course Evaluation** concluded on **August 3, 2022**. The **survey** was **deployed** to more than **900 students** enrolled in the **Summer Ten-Week e-Learning sections**. The **response rate** was **52.03%**, consistent with the **Spring 2022 survey**. Of the **respondents**, **30%** indicated this was their **first time** taking an **online course**.

The **2022 Summer Accelerated 4 Session Student Course Evaluation** is expected to be **deployed** to **845 unique students** enrolled in **57 online sections** on **August 20, 2022**, and **conclude** on **September 3, 2022**.

The **results** of the **Student Course Evaluation** will be **analyzed** to **evaluate** the **online student experience** and to assist the **e-Learning Department** in the **strategic plan** for **student retention**.

➤ **Simple Syllabus**

The **Simple Syllabus** pilot in the **2022 Summer Accelerated 4 Session** continues to show **significant success in student engagement**. During the **Accelerated 4 pilot**, **58 sections** used **Simple Syllabus**, and **992 students** actively **accessed and reviewed the course syllabus**. **Reporting metrics** from **Simple Syllabus** indicate that the **average view count** for the **Accelerated 4 syllabi** is **127 per user**. The **syllabi** have been **accessed** more than **7,300 times** to date. Using **Simple Syllabus** will help students understand the **course expectations** and **requirements**. After the **term**, **faculty** and **lecturers** participating in the **pilot** will be **surveyed** for **additional feedback**.

During the **Fall 2022 term**, **Simple Syllabus** will be **enabled** in **100%** of **online courses**, which currently have **230 sections**. During the **2022 Fall semester** and **Accelerated 5 term**, **Simple Syllabus** will be readily **available** to more than **3,000 OCC students**.

➤ **ServiceNow Launch**

The **e-Learning LMS team** is working with the **Information Technology Department** to **implement a new faculty and lecturer support ticketing system**. This **system** will **utilize the ServiceNow (SNOW) platform**. Currently, **e-Learning tickets** are **managed** through **email** and **Smartsheets**. Once the **integration** of the **SNOW software** is **complete**, a **service ticket** will be **automatically generated**. The **integration** of the **software** will **increase the level of efficiency** and **turnaround time** for **resolving faculty and lecturer concerns**.

➤ **PERFORM**

Members of the **e-Learning Department** are **participating** in the **Human Resources Department PERFORM platform test pilot**. **PERFORM** is an **online platform** that **manages the College Lecturer Performance Evaluation Program**. **Pilot participants** will **engage** in the **test environment** as **"Manager"** and **"Employee"** and provide **feedback** to **Human Resources** to ensure the **platform's functionality** and make **suggestions** for the **launch** scheduled for the **Fall**.

➤ **e-Learning Personnel**

This month, the **e-Learning Department** will **welcome Ms. Janice Salerno**, the **College Lecturer II** for **Business Administration**, and **Dr. Binh Dang**, the **College Lecturer II** for **Computer Science**.

Ms. Salerno holds **B.A.** and **M.B.A. degrees** and has over **40 years** of **experience teaching in online, virtual live, HyFlex, and face-to-face environments**. In addition, she will bring a **wealth of business training and managerial expertise** to the **virtual classroom** and **master course development initiatives** as she draws from her **personal experience** in both the **corporate investment business sector** and her **small business venture**.

Dr. Dang, formerly an **e-Learning Adjunct**, holds a **Ph.D.** in **Computer Science**, **M.S.**, and **B.A. degrees** and has **several years** of **experience teaching in online and face-to-face environments**. **Dr. Dang's experience in advanced computer technologies and software development** are just a few areas of **expertise** that will help **drive the development and advancement** of the **educational experience** for **OCC's online learners**.

Mr. Austen LaRocca, a newly hired **Adjunct Assistant Professor**, has joined the **e-Learning adjunct faculty** and will **support the master course development process**.

The e-Learning Department congratulates **Mr. Brian Huyvaert** on his **promotion** to **e-Learning Adjunct Associate Professor**. **Professor Huyvaert** has **taught** and **supported** the e-Learning Department for over **three years**. His **contributions** as an **online instructor** and his **assistance** with **master course development** have been **integral** to the **successful development** of **engaging online courses**.

➤ **Learning Management System Update Transition from IT**

Starting in **Fall 2022**, the **e-Learning Department's Learning Management Systems (LMS) team** will be **responsible** for the **course copy** for both **face-to-face** and **online courses**. The **Information Technology (IT) Department** managed this **process** in the **past**. However, the **e-Learning LMS team** will assume the **role of updating master course content** with **assistance** from **Mr. Nick Tyler**, **Senior Program Analyst** in the **IT Department**, to **maximize efficiency** and **quality control**.

➤ **International Programs**

The **International Programs team** was busy **preparing** for the **most recent trip** to **Egypt** by Vice President of e-Learning and Learning Enterprises, **Dr. Eileen Garcia**, Associate Vice President of International Program **Maysa Hayward**, and me, which began on **August 6, 2022**. The **goals** of this **visit** included **recruiting new students** to the **existing Ain Shams University** and the **new Badr University programs**, which are expected to **start this Fall**.

To **achieve** these **goals**, the **International Programs team** prepared **contracts** and **course sequences** for **approval**, designed **promotional materials** for use at **Egypt's EduGate college fair**, created **training materials** and **workshops** for **new and existing students**, and **filmed** and **edited informational videos** to present to the **Egyptian Ministry of Education**.

Finally, the **team** continues to **promote** the **program** by sharing **highlights** from the **EduGate college fair** and **snapshots** of the event on its **Facebook Group**, which is available for **viewing** at <https://www.facebook.com/groups/291396369631585>.

REQUIRED REPORTING STATISTICS

Board of Trustees Meeting: *August 25, 2022*

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 *July 23, 2022-August 19, 2022*.

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:		NOTHING TO REPORT	
Occurred: Reported:			
Occurred: Reported:			
2.) A list of campus alerts, threats or emergencies which occurred on campus			
DATE	ALERT/THREAT	SUMMARY	STATUS
Occurred: Reported:		NOTHING TO REPORT	
Occurred: Reported:			
Occurred: Reported:			
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:		NOTHING TO REPORT	
Occurred: Reported:			

RESPECTFULLY SUBMITTED:
Thomas DeSimone