



BOARD OF TRUSTEES
AGENDA

JULY 27, 2023
12:30 p.m.

- I. CALL TO ORDER
- II. ANNOUNCEMENT OF PUBLIC MEETING
- III. PLEDGE OF ALLEGIANCE
- IV. SWEARING-IN BY MR. JACK SAHRADNIK OF MR. CASEY CONNER, SELECTED TO SERVE AS THE STUDENT/ALUMNI REPRESENTATIVE ON THE OCEAN COUNTY COLLEGE BOARD OF TRUSTEES FOR 2023-2024, THROUGH JUNE 30, 2024
- V. ROLL CALL
- VI. RECOMMEND APPROVAL OF MINUTES OF THE JUNE 29, AND JULY 13, 2023, BOARD OF TRUSTEES CLOSED SESSIONS AND PUBLIC MEETINGS *Bd. Action*
- VII. PRESENTATIONS/COMMENDATIONS

VIII. **COMMITTEES**

- A. **Finance Committee** (*Mr. Frank Dupignac, Chairperson*)
(*Ms. Sara Winchester, Executive Vice President of Finance
And Administration*)

1. Recommend approval of business/finance actions as
presented (Exhibit A)

Bd. Action

- B. **Bylaw, Policy, and Curriculum Committee**
(*Mrs. Joanne Pehlivanian, Chairperson*)
(*Dr. Joseph Konopka, Vice President of Academic Affairs*)

1. Recommend approval of bylaw, policy, and curriculum
actions as presented (Exhibit B)

Bd. Action

- C. **Buildings and Grounds Committee** (*Mrs. Linda Novak, Chairperson*)
(*Mr. James Calamia, Assistant Vice President of Facilities*)

1. Recommend approval of buildings and grounds items
as presented (Exhibit C)

Bd. Action

- D. **Personnel Committee** (*Mr. Stephan Leone, Chairperson*)
(*Ms. Sara Winchester, Executive Vice President of Finance
and Administration*)

1. Recommend approval of personnel actions as presented

Bd. Action

IX. **MISCELLANEOUS**

- A. *Recommend adoption of a resolution providing for a closed meeting to be held on Thursday, August 24, 2023, at 11:30 a.m. for the purpose of discussing personnel action, 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.* **Bd. Action**

X. **PRESIDENT'S REPORT**XI. **NEXT MEETINGS OF THE BOARD OF TRUSTEES ON****THURSDAY, AUGUST 24, 2023**

- | | |
|--|--|
| 1. International Programs Committee
(as needed) | Time: 9:00 a.m.
Place: Conference Room A&B and via Webex |
| 2. Bylaw, Policy, and Curriculum Committee
(as needed) | Time: 9:30 a.m.
Place: Conference Room A&B and via Webex |
| 3. Finance Committee | Time: 10:00 a.m.
Place: Conference Room A&B and via Webex |
| 4. Buildings and Grounds Committee | Time: 10:30 a.m.
Place: Conference Room A&B and via Webex |
| 5. Personnel Committee | Time: 11:00 a.m.
Place: Conference Room A&B and via Webex |

6. **Entire Board**

Time: 11:30 a.m.

Place: Conference Center and
via Webex

Purpose: Caucus Meeting—Personnel,
Pending Litigation, and
Collective Bargaining

7. **Entire Board**

Time: 12:30 p.m.

Place: Conference Center and
via Webex

Purpose: **Regular Public Monthly Meeting**

XII. **PUBLIC COMMENTS**

XIII. **ADJOURNMENT**

This agenda includes all items that are known at this time.



BOARD OF TRUSTEES

Regular Meeting

Minutes

June 29, 2023

The regularly scheduled monthly meeting of the Ocean County College Board of Trustees was called to order at 12:30 p.m. on Thursday, June 29, 2023, by Mr. Jerry Dasti, Chair, in the Conference Center and via Webex. The Pledge of Allegiance was recited by all present.

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 2022 reorganization meeting and distributed as required by law. Also, a notice was publicized on June 26, 2023, 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.

Public Meeting
Announcement

Those in attendance were Mr. Dasti, Mrs. Linda Novak, Mr. Stephan Leone, Mr. Frank Dupignac, Mr. Robert Fall, Mr. Charles Muller, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Carl V. Thulin, Mr. Steven Zabarsky, Mr. Raymond Joseph Latshaw, III, Mr. Jack Sahradnik, Dr. Jon Larson, Executive Vice President Sara Winchester, Vice President Eileen Garcia, Vice President Joseph Konopka, Vice President Gerald Racioppi, Commissioner Virginia Haines, Dr. Pamela Monaco, and Mrs. Connie Bello.

Attendance

The minutes of the June 1, 2023, Board of Trustees closed session and public meeting were unanimously approved by roll call vote.

Minutes Approved

Mr. Dasti commended Foundation Board Chair David Paulus, Mrs. Linda Novak, Foundation Executive Director Kenneth Malagiere, and the Foundation staff for the Foundation Scholarship Celebration held on Friday, June 23, 2023. It was a wonderful event honoring Dr. Jon Larson for his 23 years of dedicated service to Ocean County College.

Dr. Konopka introduced Dr. Toni Clay, Associate Vice President of Academic Affairs, who provided a report on her sabbatical leave project, "An Evaluation of HyFlex Courses at Ocean County College." Dr. Clay shared results of an analysis of HyFlex courses offered during the 2022 Summer and Fall terms, student success rates in the courses, how often students utilized virtual attendance vs. attending class in person, and its impact on learning. Dr. Clay shared responses to the confidential student and faculty survey questionnaires sent to the students enrolled in these courses and the faculty who taught them.

Presentations

Ms. Catherine Mancuso, Dean of Faculty Development and Learning Innovations, explained the faculty training and support available to both faculty and students.

Thanks to outreach by Mr. Thomas Gialanella, Executive Director of School Relations, two Monmouth County school districts will be participating in HyFlex courses in the Fall: Asbury Park and Hazlet.

Dr. Larson and the Trustees then thanked Dr. Clay for her years of service to the College.

The Board adopted, upon unanimous roll call vote, a resolution to recognize the outstanding dedication and commitment of Mr. R. Joseph Latshaw, III, during his one-year term as the student/alumni representative on the Board of Trustees during 2022-23. The trustees and Dr. Larson congratulated Mr. Latshaw for his participation on the Board. Mr. Latshaw expressed his appreciation for having the opportunity to serve the students and thanked the trustees for everything they do for the College.

Resolution Adopted
to Recognize Service
of Mr. R. Joseph
Latshaw, III

Finance Committee

Mr. Dupignac presented the following Finance Committee items, which were unanimously approved as amended.

➤ The statement of income and expenditures as of May 31, 2023, was accepted.

Income/Expenditures
Accepted

➤ Resolutions were adopted to award the following contracts:

Resolutions Adopted
for Contract Awards

- A maximum of \$60,000 to Apple Computer, Inc., Atlanta, Georgia, for the purchase of Apple computers and accessories on an as-needed basis from July 1, 2023, through June 30, 2024, through the PEPPM Cooperative Purchasing contract at Ocean County College.
- A maximum of \$54,821.58 to Krueger International, Inc., Green Bay, Wisconsin, for the purchase and installation of classroom furniture in the Technology Building through the Education Services Commission of New Jersey (ESCNJ) Cooperative contract at Ocean County College.
- A maximum of \$1,068,798 to the School Alliance Insurance Fund (SAIF), West Windsor, New Jersey, for the second year of a three-year membership in the School Alliance Insurance Fund from July 1, 2023, through June 30, 2024, for general liability college insurance at Ocean County College.
- A maximum of \$359,172 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a 33-month contract for Stealth Watch Cybersecurity Services from October 1, 2023, through June 30, 2026, through the National Cooperative Purchasing Alliance (NCPA), an Omnia Partners Company, for use by the Office of Information Technology at Ocean County College.
- A maximum of \$18,000 to FM Generator, Inc., Canton, Massachusetts, for a one-year contract for professional generator preventative maintenance and repair services from July 1, 2023, through June 30, 2024, at Ocean County College.

- A maximum of \$494,470.23 to Aspire Technology, LLC, Eatontown, New Jersey, for a three-year contract for the renewal of the Cisco Security Network subscription from July 1, 2023, through June 30, 2026, through the National Cooperative Purchasing Alliance (NCPA) at Ocean County College.
- A maximum of \$100,000 to Conner Strong and Buckelew Companies, LLC, Marlton, New Jersey, for the second year of a three-year contract from July 1, 2023, through June 30, 2024, for professional consulting for insurance broker and risk management services at Ocean County College.
- A maximum of \$69,307.48 to Aspire Technology Partners, LLC, Eatontown, New Jersey, for a one-year contract for the purchase of phones and miscellaneous parts and supplies from July 1, 2023, through June 30, 2024, through the National Cooperative Purchasing Alliance (NCPA) on an as-needed basis at Ocean County College.
- A maximum of \$28,800 to Burlington English, Inc., Boca Raton, Florida, for a one-year contract for English as a Second Language (ESL) instruction for Title II Grant participants from July 1, 2023, through June 30, 2024, through the Office of Workforce and Professional Education at Ocean County College.
- A maximum of \$20,000 to Castle Branch, Inc., Wilmington, North Carolina, for a one-year contract for background screening services of employees and students from July 1, 2023, through June 30, 2024, through the New Jersey County College Joint Purchasing Consortium (JPC) in the Workforce and Professional Education Allied Health Program at Ocean County College.
- A maximum of \$50,000 to Waste Management of New Jersey, Inc., Ewing, New Jersey, for a one-year contract for solid waste and recycling collection from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$44,516.86 to Cengage Learning, Inc., Boston, Massachusetts, for the purchase of miscellaneous books and Internet database subscriptions for use in the Library, and for online courses for Workforce and Professional education, from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$60,000 to Atlas Elevator, Inc., Barnegat, New Jersey, for a one-year contract for elevator repair and maintenance services from July 1, 2023, through June 30, 2024, at Ocean County College.
- A maximum of \$25,000 to UCEDA Institute, Inc., Paterson, New Jersey, for on-credit English as a Second Language (ESL) instruction from July 1, 2023, through June 30, 2024, through the Workforce and Professional Education Department at Ocean County College.
- A maximum of \$49,336.34 to EBSCO Information Services, Birmingham, Alabama, for the purchase of miscellaneous magazine, database, and periodical subscriptions from July 1, 2023, through June 30, 2024, for use in the Library at Ocean County College.

- A maximum of \$24,000 to Nelnet Business Solutions, Inc., Lincoln, Nebraska, for a one-year agreement for the e-commerce annual volume fee for all online financial transactions from July 1, 2023, through June 30, 2024, through the New Jersey County College Joint Purchase Consortium (JPC) at Ocean County College.
- A maximum of \$23,365.43 to ProQuest Holdings, LLC, Boston, Massachusetts, for the purchase of miscellaneous journal, magazine, newspaper, dissertation, database, and periodical subscriptions from July 1, 2023, through June 30, 2024, for use in the Library at Ocean County College.
- A maximum of \$18,000 to Black Rocket Productions, Freehold, New Jersey, for educational services for STEM-based summer camps for kids through the Camps on Campus at Ocean County College.
- A maximum of \$23,000 to Mad Science of New Jersey, Pennington, New Jersey, for educational services for science-based summer camps for kids through the Camps on Campus at Ocean County College.
- A maximum of \$50,000 to Brainfuse, New York, New York, for a one-year contract for real-time online tutoring services and instructional support on an as-needed basis from July 1, 2023, through June 30, 2024, through the New Jersey County College Joint Purchasing Consortium (JPC) at Ocean County College.
- To identify a qualified pool of vendors for professional international and domestic support, travel, and consulting services for study abroad programs and overseas campus support on an as-needed basis from July 1, 2023, through June 30, 2024, at Ocean County College.
- To identify a qualified pool of vendors for printing and signage services to be used on an as-needed basis from July 1, 2023, through June 30, 2024, at Ocean County College.
- The following contracts were amended:
- An additional \$6,000, for a maximum total of \$23,000, to Wawa, Inc., Wawa, Pennsylvania, for additional prepared food for the remainder of fiscal year 2023 at Ocean County College (initial contract was under threshold and did not require Board approval).
- An additional \$11,000, for a maximum total of \$69,000, to Johnson Controls, Inc., Blackwood, New Jersey, for additional repairs for chiller maintenance services at Ocean County College (contract originally awarded at the April 27, 2023, Board meeting).
- An additional \$15,000, for a maximum total of \$35,512, to I. Miller Precision Capital Instruments, Inc., Feasterville Trevose, Pennsylvania, for maintenance services for the science lab's binocular compound microscopes on an as-needed basis at Ocean County College (contract originally awarded at the June 1, 2023, Board meeting).

Contracts
Amended

- The Board approved the scheduling of a sale of surplus Facilities/Warehouse items no longer needed by the College. Sale of Surplus Items Approved
- The Board approved the scheduling of a sale of surplus kitchen equipment items no longer needed by the College. Sale of Surplus Items Approved
- The Board approved adoption of a resolution authorizing the President to waive in-county fees for all students transitioning from the Workforce and Professional Education online, non-credit Community Health Worker Program to the Associate in Science, Social Work credit programs at Ocean County College. Adoption of a Resolution
- The Board adopted a resolution authorizing the purchase by the College of the 2021 Subaru Outback currently leased to the College for use by President Jon Larson in the amount of \$29,473.95 on or about June 30, 2023. Upon College ownership and receipt of title, the Board authorized Dr. Larson to take ownership of the vehicle following full reimbursement to the College using his personal funds for the \$29,473.95 lease buy-out price. Adoption of a Resolution
- The Board adopted a resolution to amend the five-year contract awarded on June 2, 2022, to Ellucian Company, L.P., Fairfax, Virginia, to updated one-year agreements for the provision of Helpdesk Support Services and Grant Consulting under Managed Services, effective July 1, 2023, through June 30, 2024, at Ocean County College. Adoption of a Resolution
- The Board accepted a \$269,620.94 subaward from the Office of the Secretary of Higher Education (OSHE) for the "County College-Based Center for Adult Transition" grant. Project Director: Mr. Thomas Gialanella, Executive Director of School Relations. Project Period: July 1, 2023, through June 30, 2024. Grant Accepted

Bylaw, Policy, and Curriculum Committee

Dr. Konopka presented the Bylaw, Policy, and Curriculum Agenda, which was approved upon unanimous roll call vote, as recommended by the Bylaw, Policy, and Curriculum Committee:

- New Policies New Policies
 - Policy #2210, Administration, Administrative Operations, Data Information Security - Written Information Security Program
 - Policy #2220, Administration, Administrative Operations, Data Classification
- The following items, as accepted by the College Senate at its meeting on June 1, 2023, were approved unanimously upon roll call vote: College Senate Items Approved
 - Revised Policies Revised Policy
 - Policy #5152, Students, Academic Standards, Graduation
 - Policy #7180, Educational Programs, Course and Curriculum, Experiential Learning

Buildings and Grounds Committee

Mrs. Novak provided an update on several ongoing projects and then the Buildings and Grounds Committee Report for June 29, 2023, was unanimously accepted upon roll call vote.

Building/Grounds
Committee Report
Accepted

Personnel Committee

Mr. Leone presented the Personnel Report, which includes the part-time employment contract for Dr. Larson and the 2023-24 employment agreement for Ms. Winchester. The Personnel Agenda was then unanimously approved as amended upon roll call vote.

Personnel Report
Approved

As included in the Finance Agenda, Mr. Dupignac introduced Ms. Winchester, who shared that Policy #5300, Tuition and Fees, was being recommended for revision in order to extend the in-county tuition rate to active duty military and dependents and civilian employees working on New Jersey military installations.

It was noted that a public hearing was required before taking action on the revision to Policy #5300, Tuition and Fees. Mr. Dasti called a public hearing in accordance with New Jersey Public Law 94, Chapter 48, for those members of the college community who wished to testify.

Public Hearing

With no comments forthcoming, Mr. Dasti closed the public hearing, and the Board unanimously approved the revision to Policy #5300, Tuition and Fees.

Policy #5300,
Tuition and Fees,
Revised

Miscellaneous

Upon unanimous roll call vote, a resolution was adopted to provide for closed meetings to be held on Thursday, July 13, and Thursday, July 27, 2023, at 11:30 a.m., for the purpose of discussing personnel action, collective bargaining, and pending and anticipated litigation.

Resolution Adopted
for Closed Meetings
July 13, and 27, 2023

The following meetings were scheduled:

Meetings
Scheduled

Thursday, July 13, 2023	11:30 a.m.	Closed Session
	12:00 p.m.	Meeting/Retreat
Thursday, July 27, 2023	9:00 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
	11:00 a.m.	Personnel Committee
	11:30 a.m.	Closed Session
	12:30 p.m.	Regular Public Monthly Meeting

President's Report

Dr. Larson introduced Ms. Carmen Mora, Coordinator, Community and Displaced Homemaker Program, who introduced Valerie S., who shared her emotional story that brought her to joining the program in 2022. Valerie and Ms. Mora then thanked Dr. Larson and the Trustees for support of the program, which helps so many women. In turn, Dr. Larson and the Trustees thanked Valerie for sharing her journey. President's Report

Dr. Racioppi provided an enrollment update for Summer and Fall 2023. Summer enrollment is currently +8.44% in credits compared to last year. Overall, Fall enrollment is running behind last year at this time. Continuing student enrollment continues to be ahead, but new student enrollment is lagging. This is due, in part, to smaller high school graduating class sizes and a decrease of college attendance by high school graduates over the last few years.

Dr. Racioppi commended Ms. Anna Regan, Executive Director of Academic Planning, and the Advising staff for visiting all Student Success classes to help students reregister for the Fall semester.

The Student Success Team and enrollment technicians in the HUB logged 7,940 outgoing calls in June, and they served 1,162 students at the front counter. Dr. Racioppi commended Mr. Jim Campbell, Coordinator of Enrollment and Outreach, for delivering a presentation entirely in Spanish at an event in Lakewood on June 3, 2023, where he gathered the names of 50 people Interested in learning more about Ocean County College.

To date, there have been 17 new student express enrollment events with an additional 13 planned before the end of the summer. Dr. Racioppi thanked all involved and commended the Student Life team for planning a new approach to new student orientation, much of which will be led by student ambassadors.

Dr. Eileen Garcia reported e-Learning summer enrollment is up 8% from last year and the e-Learning website has been upgraded.

Approval was received for the Badr/Kean/OCC program in Egypt, paving the way for the first cohort to begin in the L6 term at the end of Fall 2023 with 35 students. Dr. Maysa Hayward, Associate Vice President, International Programs, will be travelling to Egypt in July to attend the Edugate Education Fair to start the recruitment process.

Dr. Larson introduced Dr. Jessica Adams, Dean of Kean Ocean, and asked that Dr. Adams pass along his appreciation to Dr. Lamont Repollet, President of Kean University, and Dr. Dawood Farahi, former President, for their support of the Kean Ocean partnership since its inception. Dr. Adams then provided a Kean Ocean update, noting an increase in enrollment to pre-pandemic numbers. Dr. Adams was pleased to report that Kean Ocean has three graduate assistants on campus, two of whom are OCC graduates.

Dr. Adams offered a reminder that all Kean Ocean campus and worksite wellness opportunities are available to everyone in the OCC community, including community yoga on Tuesdays.

Mr. Ken Malagiere, Executive Director, OCC Foundation, reported the Scholarship Celebration held on Friday, June 23, 2023, raised \$215,000 to support the students of Ocean County College. Mr. Malagiere thanked Ms. Heidi Sheridan, Executive and Artistic Director of the Grunin Center, and the Grunin Center team for hosting the New Jersey Symphony in the Theatre on Tuesday, June 27, 2023, due to the weather that evening.

The Committee on Diversity, Equity, Inclusion, Access, and Belonging working groups continue to meet, with each group addressing one leading challenge.

Mr. Malagiere was pleased to announce all funding requests submitted to the Foundation have been approved for the Fall semester.

Mr. Malagiere shared the 2023-24 Blauvelt Lecture Series upcoming events, which include:

- A Conversation with Robert Ponidiscio, Thursday, September 28, 2023
- An Evening with Lidia Bastianich, Wednesday, October 4, 2023
- A Conversation with Stacy Schiff, Wednesday, November 15, 2023
- A Conversation with Jeffrey Morton, February 26, 2024
- An Evening with John Leguizamo, April 24, 2024

Upcoming Foundation events for the Fall semester include:

- Sup the River at the Toms River Yacht Club on Saturday, September 17, 2023
- 22nd Annual Golf Outing at the Pine Barrens Golf Club on Tuesday, October 10, 2023

Upon Mr. Dasti's request for public comments, Commissioner Virginia Haines expressed her thanks to Dr. Larson for his 23 years of dedicated service to the campus and for his vision. Dr. Larson thanked Commissioner Haines and the County for the tremendous support to the College during that time. Dr. Larson then thanked all of the Trustees for their support of his Presidency, which he enjoyed throughout his tenure. Public Comments

The Trustees then each shared their appreciation for Dr. Larson and thanked him for his years of service.

With no further comments from the Board members or the public, the meeting adjourned at 2:04 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Jodi Heitmann
Special Assistant to the President



BOARD OF TRUSTEES

Public Retreat/Meeting

Minutes

July 27, 2023

A retreat/meeting of the Ocean County College Board of Trustees was called to order at 12:00 p.m. on Thursday, July 13, 2023, by Mr. Jerry Dasti, Chair, in the Conference Center and via Webex.

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 2022 reorganization meeting and distributed as required by law. In addition, a notice was publicized on July 6, 2023, 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.

Public Meeting
Announcement

The Pledge of Allegiance was recited by all present.

Those in attendance were: Mr. Dasti, Mrs. Linda Novak, Mr. Frank Dupignac, Mr. Stephan Leone, Mr. Robert Fall, Mrs. Joanne Pehlivanian, Mr. Joseph Teichman, Mr. Carl V. Thulin, Mr. Jack Sahradek, Mr. Matthew Thompson, Dr. Pamela Monaco, and Executive Vice President of Finance and Administration Sara Winchester. Mr. Charles Muller joined the meeting at 12:40 p.m. Also attending were Ocean County Commissioner Virginia Haines; Dr. Joseph Konopka, Vice President of Academic Affairs; Dr. Gerald Racioppi, Vice President of Student Affairs; Dr. Eileen Garcia, Vice President of e-Learning and Learning Enterprises; Dr. Alexa Beshara-Blauth, Executive Director, Institutional Planning, Effectiveness, and Compliance; and Mr. James Marshall, Associate Director of Assessment.

Attendance

Middle States Commission on Higher Education

Dr. Monaco spoke of the important work that must be done by the College to address the concerns identified in the Notification of Non-Compliance Letter issued by the Middle States Commission on Higher Education. At the same time, she recognized her good fortune as the new President of OCC to be surrounded by so many competent colleagues who will ensure this effort will be successful. She shared that the development of an excellent plan is already underway, which she asked Dr. Beshara-Blauth to review with the trustees.

Middle States
Update

Dr. Beshara-Blauth summarized the Non-Compliance Action: The Commission placed OCC on warning because of insufficient evidence that the institution is currently in compliance with Standard VII, Governance, Leadership, and Administration; the institution remains accredited while on warning; the Middle States' liaison to OCC will visit the campus on

September 14, 2023, to discuss the Commission's expectations; a Monitoring Report is due to the Commission on January 16, 2024; and a follow-up visit will take place after submission of the Monitoring Report.

Dr. Monaco noted there will be many components within the plan to address the identified concerns, as the plan must be a collaborative effort that reaches within all constituencies of the College. Consulting services may be contracted to provide professional development to Dr. Monaco and the Board of Trustees to assist in implementing best practices and to provide guidance to the College as it considers a new governance structure. Progress on these are two crucial steps in the plan that will demonstrate the College's strong commitment to improvement.

Mr. Marshall discussed the visit by Dr. Ann Wahl, OCC's Middle States Liaison, which will take place on September 14, 2024. Dr. Wahl will meet with a variety of people on campus to offer assistance on what will be required by the Commission related to Standard VII, including the submission of additional evidence.

Mr. Marshall and Dr. Beshara-Blauth will lead a Monitoring Report Working Group; those who served on Standard VII for the Self-Study will form an Advisory Committee to assist as necessary.

Action related to the Non-Compliance Letter has already been initiated and will continue into the future. Policy #1270, Evaluation of the President, was adopted by the Board in February 2023, and a procedure was developed for trustee review. Dr. Monaco requested that the procedure include the opportunity for members of the College community to provide input on the president's performance. This input is not only a vital part of the evaluation process, but it also confirms that shared governance at OCC will mean listening to everyone on campus. It was also noted that the 2022-23 evaluations of the vice presidents were completed.

In terms of communication, it is essential to do a better job of keeping students, employees, and OCC stakeholders informed of all campus news. Dr. Monaco urged everyone to visit the Middle States accreditation page on the College website so they have current information on the College's progress/response to the Commission's concerns. Additionally, she will communicate with students and employees on a regular basis.

The Fall 2023 Colloquium will be restructured. Instead of hearing reports from the president and vice presidents, the gathering will provide the opportunity for open dialogue, questions, and answers by all in attendance. Attendees will be divided into small groups to engage in discussions on various topics and issues related to improving the College. A spokesperson from each group will then summarize their thoughts and ideas to share with the larger group. In this way, all participants will be actively involved in all aspects of the institution.

Board of Trustees Self-Assessment

Board of Trustees Self-Assessment

The Board Self-Assessment survey was distributed to trustees in April and was available for completion until the middle of May. All Board members participated in the survey this year.

As has been done for the past several years, the results of the survey are shared and discussed with the trustees at the July Board Retreat.

Dr. Beshara-Blauth provided a summary of the way strengths and weaknesses are determined by the New Hampshire Center for Non-Profits. She gave a general overview of this year's survey results as well as highlighted areas that had variations in responses from previous years.

A new category was added to this year's survey regarding trustee external relations practices. It was suggested it might be helpful to trustees to define the types of activities and events in the survey questions as well as consider goals for trustee attendance at College events.

Ms. Sara Winchester shared some good news with the trustees. The Governor added \$20 million to the State's FY 2024 community college budget, which translates to an additional \$1 million in operating support for OCC. The receipt of these additional funds will reduce the amount projected to be needed from fund balance. It is hoped this increase will be sustained in future budgets.

FY 2024 OCC
Operating Budget

Mr. Dasti opened the meeting for public comments. A former OCC adjunct professor addressed the Board regarding her preference for face-to-face classes with students. She finds the HyFlex classes are not as effective as having the students in the classroom.

Public Comments

Dr. David Bordelon, Professor of English, suggested it is important to recognize the distinction between distance learning and HyFlex teaching. Students generally enroll in HyFlex courses to attend classes in person but have the option of joining online if they cannot travel to the campus. Dr. Bordelon is a strong proponent of online courses but not necessarily of HyFlex because the course syllabi are designed differently, which presents a challenge to the instructor when a face-to-face class is taught in an online modality.

Dr. Bordelon encouraged the Board to engage all stakeholders in College discussions and to keep lines of communication open between trustees and faculty.

The Board adopted a resolution, upon unanimous roll call vote, to move into a closed session for the purpose of discussing personnel action, 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. The length of the closed session was estimated to be approximately thirty minutes, after which the public meeting would resume and adjourn.

Resolution Adopted
for Closed Meeting

The Board moved into a closed session at 1:18 p.m., and resumed the public meeting at 1:47 p.m.

The next meetings of the Board are scheduled for:

Meetings
Scheduled

Thursday, July 27, 2023	9:00 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
11:00 a.m.	Personnel Committee
11:30 a.m.	Closed Session
12:30 p.m.	Regular Public Monthly Meeting

With no further comments from the Board members or the public, the meeting adjourned at 1:49 p.m.

Adjournment

Respectfully submitted,

Stephan R. Leone
Secretary

Connie Bello
Assistant to the President/
Secretary to the Board of Trustees