AGENDA ORANGE COUNTY COMMUNITY COLLEGE

**BOARD OF TRUSTEES MEETING**

WEDNESDAY, OCTOBER 20, 2021 5 PM

GREAT ROOM, KAPLAN HALL

NEWBURGH CAMPUS

Present: R. Martucci Jr., T. Weddell, F. Watson, M. Bruni, F. Hannes, T. Hunter, W. Vacca, K. Pedicini

1. ***CALL TO ORDER: Chair Martucci Jr. called the meeting to order at 5:02 PM. Chair Martucci highlighted***

***That anyone who would like to speak to please sign up on the sheet, there is a time limit of 2 minutes.***

***II. CONSENT AGENDA (Items A through E)***

# Approval of Regular Meeting Minutes of September 22, 2021

1. Approval of Financial Statements for September 2021

* Motion to accept Trustee Hunter, seconded by Trustee Vacca, Unanimously passed.

**III. REPORTS**

1. **Presidents Report - Dr. Kristine Young**
   * A recent article regarding the enrollment counts of SUNY schools was a bit disconcerting and has inspired this president’s report. The enrollment findings are not fully accurate if all students not considered. There are high school equivalents, ESL programs, non-credit students and contracted employer trainings, that would not be represented in these types of reports
   * Consultants have tapped into our reservoir of data and show key trends going in a positive direction. We look forward to working with them and slicing deeper into the data to make even greater strides in enrollment and retention.
   * Our Strategic Plan is a strong one. The first goals focuses on empowering student success. Our recent work in marketing and advertising continue to attract new students.
   * The second strategic plan goal is strengthening the region’s economic future and increasing our industry business partners.
   * FoodTec continues to move forward with great efforts.
   * The third strategic plan goal is to sustain and invigorate our planned future. All SUNY Orange employees are valued individuals and Dr. Young will continue to work in the days, weeks and months ahead to ensure that all employees feel recognized, valued and respected as part of the SUNY Orange family.
   * There is a scheduled Chancellor meeting focusing on Community College collaboration which Dr. Young will be participating in.
2. **Governance President –****Paul Basinski**
   * Governance voted Monday to amend their Constitution and Bylaws. All full time grants funded members are now part of to their organization.
   * This reflects a commitment to have a diverse voice and constituencies as part of shared governance.
   * They welcome our newest members from BRIDGES, Title 5 and other grants funded areas.
   * President Basinski was at Albany at FCCC this weekend and reports that the new SUNY general education framework has an anticipated target date of fall 2023.
3. **Student Trustee – Kira Pedicini**
   * Trustee Pedicini reported that they have a Haunted Drive scheduled.
   * Also, the *I Am a Leader* program met and discussed types of leaders and is looking forward to Dr. Young speaking at one of the upcoming meetings.
4. **College Association –Paul Martland**
   * Auditors completed their work and the report and findings will be shared in the November board meeting.
   * The bookstores, micro markets and both Lab Schools have all experienced increases in income, all surpassing last year’s numbers.
   * They have been notified that they have been awarded $78,900 for each of the two LAB programs.
   * There has been $152,000 in PPE forgiveness.
5. **Foundation Board – Dawn Ansbro**
   * The leadership awards will take place October 28th at the Newburgh Armory noting several alumni who will be receiving awards. Dawn encouraged the Trustees to purchase a ticket and attend the event.
   * Connor Eckert will be joining as a Board Member as well as Rebecca Reynolds.
   * The annual fund appealing letters will be after Thanksgiving this year.
6. **Special Report-** **Board of Activities SUNY Orange**
   * Dr. Young acknowledged Steve Harpst and Karen Reid as some of the longest serving employees dedicated to helping students.
   * Students Vanessa Perez, BOA President and Ryan Demarse, BOA Vice President were welcomed and shared past and current Board of Activity events and their thoughts about migrating out of the pandemic.
   * Dr. Young shared that the Student Senate has the responsibility of budgeting for Student Activities, one of largest budget recipients being the Board of Activities.
   * Ms. Perez thanked the Trustees for their support.
   * BOA President and Vice President joined the Board of Trustees for a candid discussion from the Student’s perspective. Usually there are between 30-60 students participating in each individual campus activity and up to 50 participating in an MLB ballgame or Broadway show events.
   * Trustee Hannes thanked the BOA for their efforts during the Pandemic.
   * Trustees Watson and Weddell both brought up BOA event ideas such as relevant speakers and concerts. Dr. Young indicated that speakers are usually sponsored.
   * Trustee Hannes acknowledged both Karen and Steve for their efforts and dedication to the “College Experience”.

***IV*. OLD BUSINESS –**

1. Enrollment Task Force
   * Trustee Weddell updated the Board of the recent 2021 ACCT San Diego conference. He reviewed the main themes of ACCT keynote lectures, breakout sessions, and networking conversations, especially issues regarding diversity, guided pathways (advising, early alert systems, etc.), enrollment (dual enrollment, marketing, etc.), and use of data for decision making.
   * Shared the College’s progress in of hiring an admission recruiter.
   * Shared the College’s work in installing a CRM and how the CRM can be used to monitor real time enrollment information.
   * Trustee Watson suggested partnering with a Sister College regarding how we can engage and accept more graduating seniors. Trustee Watson shared a new marketing strategy of a personalized graduation / acceptance letter to local high school seniors and the previous graduating classes, mostly pandemic seniors. We need to get onboard.

***V.* NEW BUSINESS**

1. **Resolution No. 3: Resolution to Nominate Nick Illobre for the NYCCT 2021 Distinguished Alumni Award for Civic Contribution**

* Motion to accept made by Trustee Vacca, seconded by Trustee Hannes.
* Unanimously passed.

***VI.* CHAIRMAN’S COMMENTS *–*** Chair Martucci

* + Highlighted the NYCCT event in Saratoga Springs and how the Board is looking forward to participating and acknowledging our two award recipients.
  + Mike Albright added there will be a press release to recognize the event.

***VII.* COMMITTEE REPORTS AND/OR RECOMMENDATIONS**

**Audit and Finance**

Trustee Weddell reported that the Audit & Finance Committee met earlier in the afternoon. September financials were reviewed and thanks to federal funds we start FY 21-22 in a good position despite the enrollment decline.

**Policy**

* Trustee Hannes thanked AVP Martinez-Davis and Mr. Albright for all the work they did with establishing a clearer policy handbook. Currently they are moving along that we have reviewed sections 1 & 2 of 6, have been forwarded to Legal and have been returned. Our goal is to have sections one & two to the Board at the December meeting. The Policy Committee will vote to accept in November, present to Board in December, and implement in January 2022.
* All six sections are targeted to be completed by June 2022.
* Trustee Weddell suggested utilizing the Diversity Officer to give a new lens to the committee on issues that might not have been addressed related to Diversity Inclusion.

**VIII. COMMENTS FROM THE PUBLIC**

* No comments from the public

**IX**. **BOARD DISCUSSION**

* Trustee Weddell the discussions had at the San Diego ACCT conference, including the fact that the Colleges went virtual in approximately seven days.
* Training and development is important for Community Colleges at this time. Diversity is now a big part of every Community College specifically because of the pandemic.
* Issues of concern are largely the same for most Community Colleges.
* Ways to outreach to students are email, text and phone, across the board.
* Some new literacy programs are Finance 101 open to all students their first semester.
* Trustee Watson added that one session was discussing bringing in an outside Board person to conduct Board Retreats in order to guide the process.
* Trustee Watson shared that Board Evaluations and Board Regional Collaborations are issues that may need to be addressed in the future. There is a lot to unpack from the conference and he will be sharing the information in the meetings to come.

**X. ADJOURN TO EXECUTIVE SESSION**

* No Executive Session

**XI. BOARD ADJOURNMENT**

The Board adjourned at 6:47 PM.

* Motioned by Trustee Hannes and seconded by Trustee Vacca.

Meeting minutes submitted by Diane Burger, Temporary Executive Assistant to the President and Secretary to the Board.