

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
WEDNESDAY, MARCH 13, 2024
GREAT ROOM, KAPLAN HALL
NEWBURGH CAMPUS
5:00 pm**

Present: Chair Ralph Martucci, Dr. Kristine Young, Maria Bruni, Charissa Gonzalez, Flo Hannes, Tom Hunter, Nick Illobre, Tom Weddell, Mark Youssef

I. CALL TO ORDER – Chair Martucci called the meeting to order at 5:06 PM.

II. CONSENT AGENDA (Items A through C)

Note: Consent Agenda items held for discussion will be moved to Item E

- A. Approval of Regular Meeting Minutes of February 21, 2024
- B. Approval of Financial Statements for February 2024
- C. Approval of Appointments

Motion to approve, N. Illobre, seconded by T. Hunter. Passed unanimously.

III. REPORTS

- A. Annual Risk Assessment Report: Chief Information Officer, Leland Hach
 - Leland's presentation informed the Board that the outcomes of the Annual Risk Assessment are to: identify, assess, prioritize and control risks.
 - The outstanding risks reported include: IT vendor management, user recertification, cybersecurity certifications for CISO, incident response review, and "Bring your own device" audit
 - To minimize risks, the following areas have been identified:
 - Annual Risk Assessment
 - Continued Security Awareness Training
 - Penetration Testing – External, Internal
 - Simulated Phishing Campaign
 - Incident Response Tabletop
 - Asset Vulnerability Mitigation
- B. Special Presentation: Auditor's Report of Financial Statements, Bonadio Group
 - In summary the auditors reported:
 - Auditors anticipate issuing an unmodified opinion that the financial statements are presented fairly in accordance with GAAP upon Board acceptance. This is the highest level of assurance we can give.
 - Audit did not identify any material weaknesses in internal controls over the College's financial reporting.
 - Auditors anticipate issuing an unmodified opinion on compliance for major federal awards.
 - Audit did not identify any material weaknesses in internal controls relating to federal awards.
 - The auditors thanked the Business Office and all other staff for their assistance in the audit process.
- C. Special Presentation: Mental Health Counseling Services at SUNY Orange, AVP Madeline Torres-Diaz
 - Madeline offered an overview of mental health support available to students:
 - The mission of the Wellness Center is to promote a holistic approach to the physical, mental/emotional, intellectual, and social well-being of students, employees, and the community.

- The Wellness Center provides a short-term, goal focused therapy model to assist students who are experiencing concerns and needs that are interfering with their ability to be successful in school and/or with their individual personal growth, functioning and
 - Many students are seen for one to two visits, while the average treatment length is 5 to 6 sessions within an academic year.
 - The Wellness Center employs one full-time Licensed Mental Health Counselor. She is at the Newburgh Campus on Mondays and Fridays and the Middletown Campus on Tuesdays, Wednesdays, and Thursdays. She also sees students over zoom or telephone.
 - TimelyCare helps us supplement after-hours support.
 - By supplementing on-campus resources with a 3rd party virtual care provider, like TimelyCare, we can offer students they are taken care of 24/7.
 - We partner with agencies that come to SUNY Orange to do tabling's and workshops, including but not limited to:
 - Catholic Charities
 - MiSN
 - Catskill Area Health Education Center
 - United Way/SNAP
 - Hudson Valley Opioid Task Force
 - We host bimonthly office hours by Catholic Charities to assist students with food, housing, and transportation issues.
 - We have a food pantry to help students experiencing hunger.
 - We perform regular Narcan trainings for students and staff. We have approximately 40 Narcan Supply Boxes all over both campuses donated to us by the Hudson Valley Opioid Task Force.
- D. Special Presentation: Intramural & Fitness Activities, Athletic Director Wayne Smith
- Wayne provided an overview of the Physical Education building, its usage and the activities offered to students and the campus community.
- E. President - Dr. Kristine Young
- Dr. Young reported in regards to the Office of Civil Rights that our Title IX procedures information was fixed so that we are now up to date with the appropriate information. Policies have been updated and procedures will be updated as well. All necessary updates will be accomplished by May 1st.
 - The Facilities Master Plan RFP has yielded proposals that are currently being reviewed. The process should be underway in April. Trustees will be engaged on the Steering Committee.
 - The One House Bill Overview was released in the past 24 hours. The Executive Budget put the funding floor in. The Senate has accepted the Executive Budget, adding \$100M for SUNY state-ops, Cornell and community colleges. The Assembly accepted the Executive Budget. The workforce message was heard.
- F. Provost - Dr. [Erika Hackman](#)
- The FASFA simplification process is underway but slow moving.
 - Given the most recent update, we are to received data by mid-April.
 - December 31, 2024 is the deadline to submit to SUNY our Prior Learning Assessment action plan.
 - 387 students were recognized at this year's Sojourner Truth Awards.
 - The SOARS Conference will be on Saturday, March 9th. Students will present their research projects.
 - The OTA and NUR programs received visits from Albany reps.
 - Scheduled accreditation site visits:
 - NUR – April 2-4
 - Rad Tech – April 15-16

- G. VP for Administration & Finance – Paul Martland
 - Work has begun on removing the tiles from the turrets on the Morrison roof.
 - Projects have gone out to bid. Bids open on March 25
 - Contractors will be on site by April
 - Work will begin after Commencement. The completion date is currently unknown but hopefully completed by mid-August.
 - The county put in \$5M and we expect a state match.
 - On Monday, March 18, Dr. Young and Paul will present on the Early Retirement Program to the E&E Committee.
 - 2024-2024 tuition recommendations will come next month.
 - Facilities will be heading the project of SUNY's initiative to ban single-use plastics on campus.
- H. VP for Workforce, Strategy & Innovation - Dr. [Jean Leandre](#)
 - RFP bids are out for a grant strategy.
 - We are working with the county to expand the youth employment program to the Newburgh campus.
 - The Vision, Mission and Values process is nearing completion. The final draft has been shared with Assembly, Cabinet and the BOT.
 - We are looking for a resolution from the BOT for April
 - FoodTec:
 - 25 students are currently enrolled for classes that will begin in March.
 - A project coordinator has been hired
 - The kitchen is being worked on
 - We had a great spring launch of workforce programs
 - Marketing 23 is finalizing a plan to outline when classes start and finish for automated responses to HSE/ESL students
 - GED & ESL enrollment has increased by 40%, with roughly 1300 students enrolled.
- I. Governance President – Liz Carris-Swan
 - The Strategic Enrollment Management Team met for the first time about two weeks ago.
 - The PBIE Open Forum was held two weeks ago. The VP's introduced initiative in which the college community will survey and rank. The initiatives will then move to Cabinet for ranking.
 - Academic policies have been revised.
- J. Student Trustee - Mark Youssef
 - The Student Senate passed a resolution in support of the \$97M funding floor.
 - Student Senate discussed a resolution to increase water access to students on campus.
- K. Foundation Board – Dawn Ansbro
 - TEG Credit Union has funded a \$1000/year scholarship
 - Adam McCarey started a scholarship in his mother's name.
 - Dawn and Likkia are chairing the Fundraising Committee for the 75th anniversary of SUNY Orange planning
 - Galleria event on March 24th, 12-3 pm. There will be prizes for raffle.
 - The Women in Stem event will be held in Newburgh on May 9th at Highpoint.
 - There is an alumni panel held on February 22 with about 40-50 attendees.
 - Margaret Alers from St. Lukes will be joining the Foundation Board as a member.

IV. NEW BUSINESS

1. Motion to Approve: Auditor's Report of Audited Financial Statements
Motion to approve, T. Hunter, seconded by T. Weddell. Passed unanimously.

2. Motion to Approve: Removal of Board Policy 1.5 Tuition Waiver
Motion to approve, N. Illobre, seconded by M. Bruni. Passed unanimously.
3. Motion to Approve: Board Policy 3.2 Sexual Harassment and Discrimination Prevention
Motion to approve, F. Hannes, seconded by T. Hunter. Passed unanimously.
4. Motion to Approve: Board Policy 3.3 Harassment and Discrimination
Motion to approve, N. Illobre, seconded by M. Bruni. Passed unanimously

V. CHAIRMAN’S COMMENTS

- *We will be submitting a proposed presentation from our Enrollment and Retention Committee for the 2024 ACCT Leadership Congress. If accepted, Tom Weddell will deliver the presentation.*
- *The joint Foundation/BOT dinner will be held on April 2nd. Please RSVP to Charissa.*
- *Financial disclosures are due back to the county by May 1st.*
- *In Mid-Hudson news: State Comptroller DiNapoli announced that for the fall 2023 semester, 367,542 students were enrolled at SUNY.*

VI. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

<u>Committee</u>	<u>Chair</u>	<u>Meeting Schedule</u>	<u>Report Schedule</u>
Academic and Student Serv	Maria Bruni	October, December, February, April	November, January, March
Audit and Finance	Tom Weddell	Monthly	Monthly
Enrollment and Retention	Tom Weddell	Monthly	Monthly
Governance and Nominatin	Tom Hunter	June	September
Policy	Flo Hannes	Monthly as called	Monthly as needed
Presidents Performance Re and Compensation	Fred Watson	May	September

Audit & Finance – Tom Weddell, Chair

- The committee met today and reviewed the auditor’s report, which went well.
- We are still a little ahead of the budget.

Policy Committee – Flo Hannes, Chair

- The committee is up to date on policies.
- Audit & Finance is working on an Investment Policy.

VII. COMMENTS FROM THE PUBLIC - None

- A. A sign-up sheet will be available at the meeting. Each member of the public wishing to address the Board will be granted 2 minutes to speak, at which time, the Board will ask you to have a seat to allow others to speak.

VIII. BOARD DISCUSSION - None

IX. ADJOURN TO EXECUTIVE SESSION - NA

X. BOARD ADJOURNMENT – Motion to adjourn at 6:56 pm bu F. Hannes, seconded by N. Illobre.

Respectfully submitted,
Charissa Gonzalez, Secretary to the Board of Trustees

Next Meeting
Wednesday, April 17, 2024, 5 PM
Gilman Center, Library, Middletown Campus