

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, MAY 10, 2023  
GILMAN CENTER, LIBRARY, MIDDLETOWN CAMPUS  
5PM**

Present: Chair Martucci, Dr. Young, Maria Bruni, Charissa Gonzalez, Flo Hannes, Jessica Hernandez, Tom Hunter, Nick Illobre, Fred Watson, Tom Weddell

**I. Call to Order** – Chair Martucci called the meeting to order at 5:00 PM

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

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

- A. Approval of Regular Meeting Minutes of April 19, 2023
- B. Retirement Memo

**Motion to approve consent agenda T. Weddell, seconded by N. Illobre. Motion carried unanimously.**

**III. REPORTS**

A. Special Report: 2023-2024 Budget Presentation - Paul Martland

➤ Paul reported the following:

- EOY revenue projection: \$671,642 (1.1%) over budget - Primarily due to enrollment, interest on treasuries, & FEMA
- EOY expense projection: \$272,552 (0.4%) under budget - Primarily due to salary and benefit savings from unbudgeted vacancies more than off-setting increases in retiree health insurance and higher than projected utilities costs.
- Projected EOY bottom line \$944,194 (1.5%) above budget. This number could increase by up to approximately \$800,000 if we choose to hold off on scheduled HEERF funded expenditures.
- Projected operating fund balance as of August 31, 2023 is approximately \$8.1M
- An additional \$1,840,651 is available in restricted funds designated for specific purposes, but available if needed at the discretion of the Board.
- Budget challenges in FY23/24:
  - Loss of HEERF funds (\$6.2M)
  - Contractual salary incr. (Approx. \$1M)
  - Inflation impact on non-personnel related expenses. (currently around 6%) (\$675k)
  - Utility & Health Insurance costs
- FY23/24 Budget: Key Assumptions
  - State support at 100% of approved FY22/23 budget
  - County support: 6% increase
  - Tuition: 2% increase
  - Enrollment: 5% increase
  - \$0 of HEERF funds
  - All contractual salary increases
  - Increased budget for utilities
  - Increased budget for health insurance
- Outlook for FY24/25
  - Many of the same pressures as this year

- Will not necessarily have use of fund balance
- Enrollment is the key
- In the absence of revenue increases, employment levels will need to be adjusted. Under the bargaining unit contracts this process is lengthy.

B. President - Dr. Kristine Young

- Dr. Young announced that Student Trustee, Jessica Hernandez has been accepted into the Nursing program.
- Dr. Young shared that D’Jean Nikotov has been elected as the Student Trustee for the 2023-24 AY.
- The NYS budget was approved on May 2<sup>nd</sup>.
  - The floor model did pass
  - The 20% holdback was not included in the final budget language.
  - \$53M passed in regards to funds available for hiring new full-time faculty. We were not eligible for this last year. We will see if we are eligible this year.
  - The budget includes a one-time investment of \$60M in the Student Services area for state operated campuses.
  - There is a \$75M Innovation & Transformation fund that community colleges may have access to. The Chancellor noted that this is in relation to Workforce Development programs with regional collaboration.
  - There are possible funds available for childcare.
  - Assembly members Gunther and Skoufis advocated support for \$50,000 in Nursing Simulation and \$100,000 for the Bridges program.
- The men’s golf team had 3 distinguished golfers at the Mid-Hudson Conference:
  - Michael Fuchs, MVP
  - 1<sup>st</sup> team: Chris Kickzewski and Scott Glynn
- There was an update which included visuals of the student space being created in Shepard.
  - D’Jean Nikotov added that open forums were held to collect student input on the wants and ideas for this space. It is expected to open for the fall 2023 semester.

C. Governance President – Liz Carris-Swan

- Liz announced that a survey was sent out to Assembly members to collect responses to the question of “What can we do to increase enrollment?” Some faculty members expressed the feeling of not being heard on their ideas and would like to be involved in the conversations.

D. Student Trustee- Jessica Hernandez

- Jessica congratulated D’Jean on being elected as Student Trustee for the upcoming academic year.
- 6 Senate seats have been filled at the conclusion of elections
- Jessica thanked the Board for having her as the Student Trustee.

E. College Association – Paul Martland

- Staff recognitions for the Lab School were held last week where the first use of \$3,000 from the Foundation were used.
- Both Lab School locations have enrolled in the Quality Stars Accreditation Agency for Childcare Centers.
- The first audit was completed for the Lab School to ensure that daycare funds re being allocated properly.
- Gina McCann, Executive Director of the Lab School continues to learn about ACCT/Head Start programs on community college campuses.
- Bookstore: Follett is restructuring. We will no longer have our own direct support. Bruno is retiring but positions will be filled.

- The Food Service Task Force has been very active in interviewing food service vendors.
- F. Foundation Board - Rebecca Reynolds & Anthony DiCapua
- The Hudson Valley Gives event is next Wednesday.
    - \$21,000 are available in the Trustee Scholarship Fund with a goal of 140 donors.
    - We won the event last year
  - The scholarship application portal has opened.
  - There was a person hired for the Alumni position however the candidate had to rescind, we are still looking to fill the position.
  - Derrik and Conor will be participating in Commencement.
  - Night Golf event is scheduled for September 15th

**IV. OLD BUSINESS**

- A. Enrollment Task Force – Gerianne/Tom Weddell
- The ETF did not meet last week.
  - 203 families attended “Incoming Students Day” which was held last week.
- B. Review of 2023 Board of Trustees Self-Evaluation
- Chair Martucci thanked all Trustees for completing the Self-Evaluation
    - 8 categories were assessed – categories were rated at “excellent or above average”
    - 8 Trustees completed the evaluation, one member did not
    - In the category of “Board Orientation Development” it was noted that work is needed on creating mentorship for new trustees.
    - Chair Martucci thanked Christine Work for all of her work and assistance with this evaluation process.

**V. NEW BUSINESS**

- A. Motion to Approve 2023-2024 Budget
- Motion to approve 2020-2024 Budget, T. Weddell, seconded by F. Watson. Motion carried unanimously**
- B. Approval of Curriculum Update Memo: Discontinue Consortium Cyber Security AAS Degree
- Dr. Hackman offered an explanation of discontinuing this program that was created as part of the HVEC that has since been disbanded. The program has no enrollment.

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

- Chair Martucci thanked Trustees again for their participation in the Self Evaluation.
- Convocation is on May 16
- Commencement is on May 18
- Chair Martucci offered a reminder that Committee Chairs should review their committee charters by December.

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

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

Audit & Finance Committee: Financials will be discussed at the May 31<sup>st</sup> public meeting.

**VIII. COMMENTS FROM THE PUBLIC**

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.

Michelle Tubbs – FCCC Report:

- Search consultants with the executive recruitment firm WittKieffer have begun their work for the Provost/Research Foundation President search. They have been holding listening sessions with various constituency groups. The purpose of these listening sessions is to provide various constituents with an opportunity to speak about what they would like to see as the qualities/traits of the next System Provost and President of the Research Foundation; the challenges and opportunities they believe the next System Provost will face; and what would make SUNY attractive to them. I was invited to one dedicated to faculty representatives, but unfortunately could not participate because I had class at the time. FCCC President Christy Woods did participate in one.
- There are plans to develop a timeline for Gen Ed assessment, so we don't go 20 years without making revisions like we did.
- A bit disappointed with the Governor's Executive Budget. Glad to see the floor and no 20% holdback, but disappointed that we did not get the 4%, there is uncertainty about what we will get from the "pots of money" Dr. Young spoke about and that it doesn't seem promising that a floor funding model is what the future holds for CCs.

**IX. BOARD DISCUSSION - NA**

**X. ADJOURN TO EXECUTIVE SESSION – Motion to enter Executive Session at 6:15 PM for collective negotiations pursuant to article fourteen of the civil service law, N. Illobre, seconded by F. Watson. Executive Session called to order at 6:29 PM and adjourned at 7:03 PM.**

**XI. BOARD ADJOURNMENT – The Board meeting adjourned at 7:04 PM.**

Next Business Meeting - **Wednesday, May 31, 2023, 8 AM**  
Followed by a Board Learning Retreat - May 31, 2023  
Business Meeting and Board Learning Retreat will both be held at:  
The Vision Hudson Valley, Seligmann Center  
Sugar Loaf, NY

- 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.

**XII. BOARD DISCUSSION**

**XIII. ADJOURN TO EXECUTIVE SESSION**

**XIV. BOARD ADJOURNMENT**

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