

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 16, 2022 5 PM
GILMAN CENTER, LIBRARY
MIDDLETOWN CAMPUS**

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

Oath of Office: Karen Mejia, State Trustee (administered by Chairman Martucci) Congratulations to Karen!

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 October 19, 2022
- b. Approval of Financial Statements for October 2022
- c. Appointments Memo
- d. Retirement Memo

Motion by N. Illobre to approve the consent agenda, seconded by T. Hunter. Motion carried unanimously.

III. REPORTS

a. Special Report- BOA (Board of Activities)

❖ Karlie Diaz del Valle, BOA President and other students

- ❖ Karlie introduced herself as the BOA President and shared that she is also a peer advisor and member of the SAGA club and is also involved in other campus activities. She is a Liberal Arts major and plans to attend SUNY New Paltz after graduating from OCCC. Karlie would like to be an art teacher or comic artist/illustrator.

❖ Other students joined by Karlie included:

- Ashley Lopez, Secretary of BOA. Ashley is a Liberal Arts Major.
- Laurie Atiste is a Pre-Nursing major and is a sophomore
- Jessica Hernandez is the President of BOA on the NB campus and is a prospective Nursing student.
- Ryan Damaris is also a member of BOA and is a Psychology major.
- There are currently 16-18 BOA members this semester.

- ❖ Karlie shared that BOA's mission is to facilitate events on campus and to enhance student life on campus. The student activities fee allows for students to participate in most activities without an additional cost to students.

• Some recent events this semester include:

- A hypnotist which brought in about 30 student participants.
- Lunch and Learn: Birds of Prey with about 150 participating students.
- BOA also schedules trips to Broadway shows.

❖ There was a discussion regarding student space on campus.

- Students currently typically visit Rowley to get food from the market or to "hang out".
- Karlie explained that BOA has made attempts to improve spaces in the Student Shepard building to try and draw students back to those spaces. Many events are being scheduled in that downstairs space.
- Student Trustee, Shanice Burns asked "what would students like to see in a designated area for students?"

- Some of the ideas Karlie shared include: a social space, a quiet study space where students can also eat. Some paintings or murals, creative decorations and bright colors to brighten the dark spaces up. Student input on ideas of these spaces would be important and greatly appreciated.
 - T. Weddell suggested that students get together and decorate their spaces for the holidays.
 - Karlie suggested “BOA Basement” could be a possible name for this student space in Shepard.
 - ❖ There was a discussion about marketing, promoting and measuring the effectiveness of the current marketing plan and getting information about events out to the campus.
 - BOA has typically been using flyers, Instagram and the Grapevine as well as emails to promote events on campus. The group is looking into the possibility of text notifications.
 - T. Weddell shared the idea that a chat bot may be helpful in the success of communicating BOA events to the student population.
 - F. Hannes suggested the idea of a campaign to let students know that activities are free and covered by the student activities fee.
- b. Special Report - Trustees’ Reports from 2022 ACCT Leadership Congress
- ❖ Fred Watson
 - ❖ Fred thanked all those who attended the conference. There were 1,800 attendees which included Presidents and Trustees and was a great, impressive gathering. Allen Williams won an award.
 - ❖ Nick Illobre
 - ❖ Nick shared that the conference was an “eye-opener” and also noted that the mental health session was great and informative. “It is reported that 88% of students feel they have some issues or lack of basic needs which can lead to drop outs. Participation in wellness programs can alleviate some of these issues for students.
 - ❖ Karen Mejia
 - ❖ Karen stated the conference was an amazing experience and enjoyed session on the topics of wellness, sustainability of community colleges, retention of students and HSI.
 - ❖ Shanice Burns
 - ❖ Shanice reported that she attended the wellness session, where the mental health and well-being of students was discussed. Shanice discovered that other student trustees of other institutions are non-voting members and feels honored to be a voting member of the Board.
 - ❖ Ralph Martucci
 - ❖ Chairman Martucci was impressed with the session that he attended, some of which included topics of Workforce Development, Making Data Driven Decisions and Diversity, Equity and Inclusion.
- c. President - Dr. Kristine Young
- ❖ Dr. Young thanked the attendees for investing their time at the congress.
 - ❖ On November 5th at Stanley Park in Massachusetts, SUNY Orange had 6 runners at the Cross Country DIII NJCAA 2022 National Championship.
 - Thomas Hayden came in 3rd place (mens)
 - Bailey Katzman came in 26th place (mens)
 - Rene Collado came in 80th place (mens)
 - Xaivier Hernandez came in 113th place (mens)
 - Rachel Conklin came in 82nd place (womens)

- Miranda Frisbee came in 89th place (womens)
 - ❖ Dr. Erika Hackman is on deck to be President of the SUNY Chief Academic Officer Group. Erika was elected Vice Chair of the SUNY Chief Academic Officer Group, which puts her on deck to be Chair next fall. In this role, she will be guiding the agenda of all SUNY CAO's, which we are extraordinarily proud of this. We now have SUNY Orange on the executive boards of CAO, Presidents, Trustees and FCCC.
 - ❖ We learned earlier today that due to illness, Dr. Ganther will have to postpone the Middle States Preliminary Visit scheduled for November 17th.
 - ❖ Dr. Young shared a draft for NYCCAP Advocacy. Fred Watson noted that the Presidents group and NYCCT and trying to work together to have a lobbyist advocating for us.
 - ❖ The \$1 million dollars from SUNY has been received and allocated.
 - ❖ Registrations for the Amazon Career Network have just begun for the spring.
- d. Governance President – Liz Carris-Swan
- ❖ Liz thanked Dr. Young, Chairman Martucci and Trustee Tom Weddell for a lunch.
 - ❖ Liz introduced Mike Quinn to the Board.
 - ❖ Liz reported that shared governance has been working on:
 - Approval from EC for a recommendation for the PIP system. The recommendation is now going to administration for review and approval
 - Developing and distributing a survey to gage shared governance interest in attending board meetings
 - Updating the constitution and bylaws to include language about hybrid meetings
- e. Student Trustee – Shanice Burns
- ❖ Student government met with Dr. Young to discuss student concerns. One major concern discussed was the need for a student-centered space. Shanice would like to speak to Paul Martland about the possibility of a budget for the basement in Shepard to be converted into an inviting space for students. Adrienne Victor has offered to assist with this effort.
 - ❖ Shanice announced that fall open house will be held this Saturday.
 - ❖ Shanice shared that students in the nursing department have voiced that they feel they are not being supported by some faculty members or being heard when voicing their concerns. She would like to speak to the chair of the nursing department regarding these issues.
- f. College Association – Paul Martland
- ❖ The first in person board meeting was held on November 15th.
 - ❖ Audited statements were received yesterday with no reported issues within our financial statements.
 - ❖ We are eligible for an employee retention credit of \$299,000. That, along with Lab School Sustainability grants and the UPK reimbursement takes us to about \$400,000 in revenue.
 - ❖ The Lab School continues to struggle with staffing issues. The Newburgh Director has left. Two Newburgh staff members have been promoted and divided the Director responsibilities.
 - ❖ The Bookstore Feedback meeting has taken place. Eleven issues were identified. We are working on following up with Follett.
 - ❖ We need to have a better understanding of what our food service options are. There is a need for something more than what we have.
- g. Foundation Board – Dawn Ansbro
- ❖ Dawn reported that a check for a little over \$19,000 was received from Helen

Richards to cover 2 Presidential scholarships. A friend of Helen's sent a check for \$13,000 for another Presidential scholarship.

- ❖ The Investment Committee met to discuss endowed scholarships.
- ❖ Annual appeal letters are going out in the mail.
- ❖ The audit is complete and has been presented to the Executive Committee.
- ❖ The Foundation is currently looking at the gift acceptance policy. There is currently no naming policy. Dawn is working on something that the Executive Committee will vote on.

IV. OLD BUSINESS

a. Enrollment Task Force

- ❖ Gerianne reported that the Enrollment Task Force met on November 18th and looked at the SUNY Recruitment Campaign. The SUNY system has hired an Enrollment Manager.
- ❖ Admission letters will go out to local high school students.
- ❖ Open house is on Saturday with an expected 100 families.

V. NEW BUSINESS

a. Motion to Approve BP 6.4: Admission Policy

Motion to approve BP 6.4 by N. Illobre and seconded by F. Watson. Motion carried unanimously.

b. Motion to Approve Resolution No. 1: Resolution to recommend that the Orange County Legislature authorize the use of \$500,000 in Capital funding as the local share of the \$1,000,000 first phase of a projected \$10,000,000, multi-year project to make exterior repairs to Morrison and Horton Halls

Motion to approve Resolution No. 1 by T. Hunter and seconded by F. Hannes. Motion carried unanimously.

VI. CHAIRMAN'S COMMENTS – Chair Martucci

- ❖ Chairman Martucci hopes that all can attend the rescheduled Middle States visit with Dr. Ganther.
- ❖ There is an updated contact list which includes all new board members.

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
President's Performance Review and Compensation	Fred Watson	May	September

Academic and Student Services Committee: Maria Bruni

- Maria Bruni shared that the committee met in October. Reported data regarding mental health surveys were discussed.
- SUNY Orange received \$327,000 in Herf funds with some allowable expenses for wellness initiatives. Some wellness initiatives include: substance abuse and suicide prevention, lactation rooms, food pantry, gender neutral bathrooms, SAD lamps and the SNAP program.
- The annual report to ESD is due early in 2023.
- Next meeting will be held in December.

Audit and Finance Committee: Tom Weddell

- The committee meet on November 16th.
- We are currently \$56,000 in the red but hope to make that up by the end of the year.
- We are on schedule with our budget.
- Treasury bonds will be structured over the next 9 months. These bonds could raise approximately \$270,000 and works to our benefit.

Policy Committee: Flo Hannes and Mike Albright

- Updated on the Policy and Procedure Manual – 113 policies needed procedures.
- All policies now have procedures.
- Flo thanked Mike for all of his hard work on this and noted that all will be finished by December.
- The committee reviewed a resolution from the Interim Chancellor regarding proper pronouns of individuals, changing “College Usage of Preferred Names” to “College Usage of Chosen Name”; we are in compliance with this change.
- Dr. Young joined the Policy Committee at their meeting to discuss the “Naming Policy” with a recommendation that any decision from the Foundation regarding naming be shared with Dr. Young and then the Policy Committee before finally going before the Board.
- BP 4.13 Energy Efficient Purchasing Standards update: We have a policy, however SUNY had different criteria. Our present policy will be amended to say

we comply with the Executive Order.

VIII. COMMENTS FROM THE PUBLIC

- 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.
- ❖ Nursing student Falicia Cooper voiced her concerns about the nursing program noting that she feels a lack of support. Falicia reported meeting with the Director of the nursing program as well as the VP to discuss her concerns. Falicia shared that some of her peers have expressed that they are experiencing difficulties with in their courses and with testing.
 - ❖ Naomi Davin, Associate Director of Academic Advising shared that the Staff & Chair Association is seeking a way to provide feedback on the Shelter in Place Drill including clarification on how or when to activate an emergency alert.
 - Naomi also shared that Woodbury Commons is hosting a breast cancer awareness event.
 - Modifications have been made to the Civility Statement.
 - The list of contract negotiations is ready for review by administration.
 - Naomi attended the NYSED conference and noted an interesting topic of using technology to drive high school students to community college. Social media is used to target high school students to attend community college.
 - ❖ Michelle Tubbs report on FCCC – Plenary updates:
 - SUNY is expected to provide some revised guidance on the Gen Ed reform via a memorandum to campus Presidents.
 - SUNY recently sent out a draft of the memorandum to CAO's, allowing for feedback from campuses
 - SUNY is currently revising the Prior Learning Assessment policy. Campuses are being given the opportunity to provide feedback. The policy will be presented to the SUNY Board of Trustees in either January or February for final approval.
 - There were some updates regarding the Chancellor search at the Plenary. There is still not definite time line regarding the search. Candidates are being identified that will then be vetted by the larger committee. SUNY has stated the search is robust and ongoing.
 - The new SUNY Enrollment Manager made a presentation at the Plenary.
 - 4 new resolutions have come out of the Council:
 - one of which is in regards to the new Knowledge and Skills area: Diversity, Equity and Inclusion
 - another regarding mental health and wellness and the resources needed to support the needs of students, faculty and staff
 - upper division definition – there has been some difficulties with student's ability to transfer courses from 2-year institutions to 4-year institutions due to course numbering
 - Community College Advocacy resolution has come out of the Executive Committee to support the 4 plus 4 and restore initiative

IX. BOARD DISCUSSION - None

X. ADJOURN TO EXECUTIVE SESSION - None

XI. BOARD ADJOURNMENT – Motion to adjourn at 7:12 PM by T. Weddell and seconded by M. Bruni

Next Meeting
Wednesday, December 14, 2022, 5 PM
Great Room, Kaplan Hall
Newburgh Campus