

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, OCTOBER 18, 2023 5 PM  
GILMAN CENTER, LIBRARY  
MIDDLETOWN CAMPUS**

**Present: Tom Weddell, Maria Bruni, Tom Hunter, Flo Hannes, Nick Illobre, Djean Nikitov, Dr. Young, Charissa Gonzalez**

**I. CALL TO ORDER – Vice Chair Weddell called the meeting to order at 5:07 PM.**

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

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

- A. Approval of Regular Meeting Minutes of September 20, 2023
- B. Approval of Financial Statements for September 2023
- C. Retirement Memo

Motion to accept, N. Illobre, seconded by F. Hannes. Passed unanimously.

**III. REPORTS**

A. Student Trustee - [Djean Nikitov De Poi](#)

- Djean commented that the ACCT conference in Las Vegas was an amazing experience. He learned a lot about the educational system and how it operates, noting that he is proud of how SUNY Orange operates.
- Djean has worked with various student clubs to review budgets and goals and hopes to have more clubs on campus.
- The Student Senate will be holding an open forum regarding the new food service vendor and the new student space in Shepard. Djean welcomed the Board to offer input or ask questions about the Student Senate and/or the forum.
- November 17-19 Student Assembly dates

B. Special Presentation:

I: Update on "SUNY Million" – Dr.Erika Hackman and Dr. Jean Leandre

- Prior Learning Assessment (PLA): An A Hoc Committee is being created to work with Shared Governance on these initiatives.
  - Nursing program expansion includes small renovations of 2 classrooms and the creation of additional lab spaces in Newburgh.
    - 24 seats have been added to the NUR program in Newburgh
  - Expansion of the Rad Tech & Public Health program :
    - Some new equipment has been purchased
    - We will have a simulation activity for the spring semester
  - Financial Aid:
    - Implementation of FASFA Simplification Program – We have contracted with Pro Education Solutions to support this program and use of banner financial modules
    - Ad Astra scheduling software has been purchased. This is predictive scheduling to designed to build tailored course schedules based on our student’s needs.
  - Banner Modules – Agnes Wagner reported that Banner trainings for Self Service Banner and Banner Admin happened over the summer.
    - Financial statements are now created in Banner
    - We are implementing departmental budget modules
    - 2 Banner specialists meet weekly with student facing offices regarding workflow and how to best utilize Banner modules
    - Many previous manual processes have now been able to happen through Banner
    - We can use the financial aid module
    - Banner can now be used to the federal work study program as well
  - The ChatBot service, named “Colt” was contracted in August and is now live and bilingual
- II: ASAP Explainer – Presentation will be offered by Madeline Diaz-Torres at the November Board

meeting.

- B. President - Dr. Kristine Young
  - Dr. Young thanked the Trustees who attended the ACCT Conference in Las Vegas and noted the conference offered impressive speakers and great breakout sessions.
    - The ATD session was appreciated
  - Cross Country season update: 2 runners qualified for the St. Joseph Regional competition.
  - Advocacy: There was some time spent in Vegas at the ACCT conference discussing community college advocacy with other campus Presidents
- C. Provost - Dr. [Erika Hackman](#)
  - Provost Hackman announced that the NYS Community College Educational Leadership Academy was being hosted on our campus on October 19. Gabriella Ammiano, Adrienne Victor & Dr. Leandre will be a part of the academy agenda. The academy brings 33 mid-level leaders and SUNY system leaders here.
  - SUNY has formed a Transfer Task Force and Dr. Hackman has been asked to be a part of this group. The task is to aggressively suggest recommendations for improving supportive transfer programs by January.
  - Dr. Hackman will be attending the CAO conference in November.
  - The Dental Hygiene site visit was just conducted and will share formal actions and reports when available.
  - We are in the second semester of Orange Connect which is a great tool for faculty and students
  - Admissions and recruiting events are scheduled
  - Apply to SUNY Orange for free from Oct 6-29th
- D. VP for Administration & Finance – Paul Martland
  - Paul announced that Jennifer Rosenhagen will be leaving the college. She has taken another position.
  - Capital Project – Morrison roof replacement project is on schedule. The bidding process will be completed by the end of December and work expected to begin in January.
  - The tiles for the roof have been delayed by the manufacturer. We are working with other manufacturers.
  - The project is expected to be completed by the end of summer
  - Air quality tests on floors 1 & 2 continue to be negative
  - The building management system (BMS) is now one system controlling all buildings
  - HVAC upgrades in Shepard & library:
    - There were multiple AC unit failures on campus which caused needs for temporary AC units to be brought in.
  - Cyber Security Risk Assessment:
    - We have entered a contract to have an assessment completed for GBLA Act compliance
    - Having a robust plan is necessary to prevent risk of cyber attacks
    - A report on the assessment will be presented to the Board at the January meeting
- E. VP for Workforce, Strategy & Innovation - Dr. [Jean Leandre](#)
  - There was a discussion regarding the need for an EMT & Paramedic program as there is a shortage of EMTs and paramedics
- F. Governance President – Liz Carris-Swan
  - Liz shared there have been discussions regarding micro-credentialing
  - Liz thanked Tom for his participation in the Vision, Missions and Values committee. The committee will meet on 10/27 and will continue to meet every other week.
- G. Foundation Board – Dawn Ansbro
  - The Foundation has identified a donor who will give \$50,000 per year for the next ten years to the Student Emergency Fund. We are awarding approximately \$50,000 per year to students in need, so the Foundation's goal is to raise \$100,000 per year in order to continue to grow the fund.
  - Helen Richards has also agreed to make a gift to the Student Emergency Fund. While I do not have an exact dollar figure, Helen's gifts at this time of year have been approximately \$20,000 over the past several years
  - Fall scholarships are being paid to the College this week.
  - A successful Alumni Career Panel event was held in collaboration with the CSTEP program on Tuesday, October 10<sup>th</sup>. The four alumni who participated were: Dr. Frank McCabe '79 – Pharmacist; Leslie Blash '07 – Community Health Promoter at Planned Parenthood; Stefan

Eitnier '16– Architect with LAN Associates and Kaitlyn Calaluca Mazza '07– Aerospace Manufacturing Engineer and Materials Consultant. Student feedback was very positive. Two comments made were: "Just knowing that there are other people who have been where I am - wife, mother, full time job and now full time student. I've never been more determined" and "The feedback alumni are able to give is different and enlightening. I found their journeys so helpful in deciding what career path I want to pursue."

- There was also a successful Alumni event at LAN Associates on Thursday, October 12th. Pam Rice and Chuck Passarotti from the Architecture Department attended with eight students. The students spent a lot of time speaking with the SUNY Orange alumni at LAN and received great real world advice. As a result of the event, two LAN associates will be joining the Architectural Design 3 final presentations this week and another will be joining the final presentation in December. We are considering making this an annual event.
- We are working on the Annual Appeal mailing which will go out to approximately 8,000 people in November.
- Anne Prial is now funding two full tuition scholarships as part of the Danny Prial Memorial Scholarship Fund.
- The Scholarship Awards Ceremony will be held on November 1st at the Paramount Theatre in Middletown. If you would like to attend, please let us know and we will be sure to get you tickets.
- The Trustee Scholarship remains at \$21,783.68.

**IV. OLD BUSINESS**

A. Enrollment Task Force – Wayne Harewood

- Next meetings scheduled for November 14 and December 5
- Dr. Leandre has joined the task force
- Dr. Harewood reported that 473 applicants did not enroll and whom will be contacted to try to get enrolled for the spring semester
- EOP match program – matches students who apply through SUNY to the EOP serving SUNY school in their area. We can get EOP students through this program
- Application and acceptance trends are still up

**V. NEW BUSINESS - None**

**VI. CHAIRMAN’S COMMENTS – Tom Weddell for Chair Martucci**

**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, April	November, January, March, May
Audit and Finance	Tom Weddell	Monthly	Monthly
Governance and Nominating	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 Report:**

- Trustee Weddell reported that we are on budget and hopeful to keep on budget for spring and winter

**Policy Committee Report:**

- Trustee Hannes reported that the committee charter was reviewed at today’s meeting. Members will review and update via email and have revisions made by the next Board meeting
- A new policy regarding working remotely will be presented at the December Board meeting for approval
- We have 113 policies, which 109 of them currently have accompanying departmental procedures. The 4 remaining procedures are being worked on
- Updated IT procedures are forthcoming
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**VIII. COMMENTS FROM THE PUBLIC**

- Julius Shuster, student at SUNY Orange asked what Culinary programs are in the works
  - Dr. Leandre offered information about programming within the FoodTech program
  - There was further discussion about the need for an EMT program
- Michelle Tubbs – FCCC Report:
  - Prior Learning Assessment (PLA)
  - A Provost fellow (came from DCC) has been hired for the academic year and SUNY is looking to hire a PLA consulting firm to assist campuses with their expansion of PLA
  - An MTP (Memorandum to Presidents) is expected soon that will provide guidance to campuses for developing and revising their PLA processes & policies to be in line with SUNY’s updated PLA policy
  - Provost & President of Research Foundation Search
  - The new Executive Vice Chancellor for Academic Affairs and Provost, and President of the SUNY Research Foundation Dr. “Ram” Ramasubramanian begins Nov. 6th.
  - We are expecting some restructuring within the Provost office once he begins.
  - Chancellor RE: Budget
    - There is a significant deficit at the state level and we need aggressive advocacy to support floor funding model. (NYCCAP liaison Randy Von Wagoner suggested strategy of offering an answer to the question “If 2-Year Colleges get more money, what would the colleges do?”
    - He is working with the College Presidents to produce a report on enrollment and sustainability plan.
  - We have to advocate aggressively at the state and federal level, put the rate of return on investment and impact of community colleges in front of our legislators to convince them of the importance of funding CC’s
  - Transfer Task Force
    - There are a number of subcommittees of this task force (taking a holistic approach):
    - Advisement & Transfer Services
    - Financial Aid Business & Student Accounts
    - Enrollment Mgmt, Recruitment & Marketing
    - Curriculum & Transfer Pathways
    - Student Records & Data
  - The FCCC President is co-leading the Curriculum & Transfer Pathways group with David Cantaffa from the Provost’s Office. The three areas of focus for this group are:
    - Revise current and create new transfer pathways
    - Holding campuses accountable for enforcing transfer policies (determining who on each campus will assume this responsibility)
    - Reviewing the current SUNY Seamless Transfer Policy and making modifications to it
  - FCCC Resolutions
    - Shared governance involvement in all curricular activities
    - Recommends to campus Presidents, CAOs & CGLs to use established shared governance curricular processes, involving faculty with relevant expertise, to create and approve all non-credit (including workforce development) courses, all non-credit to credit pathways and all micro-credentials, and to review and approve all prior learning assessment (PLA) processes
  - Artificial Intelligence (AI)
    - There was a lot of talk about the use and risks of AI, but faculty and staff are all over the place on how they are using and they feel about AI. We recognize the need to begin creating policies that address the use and misuse of AI, but campuses are having a hard time figuring out where to start on this.
  - FCCC Guide Binder
    - A guide/tutorial that provides background and insight on the work and purpose of the FCCC,
- 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.

**IX. BOARD DISCUSSION**

- Trustee Hunter agreed that the ACCT conference was a great experience and noted that SUNY Orange does a lot of things and we do them well.

**X. ADJOURN TO EXECUTIVE SESSION - None**

**XI. BOARD ADJOURNMENT – Motion to adjourn at 7:06 by N. Ilobre, seconded by T. Hunter**

Next Meeting

**Wednesday, November 15, 2023, 5 PM**  
Gilman Center, Library, Middletown Campus