

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, OCTOBER 19, 2022 5 PM  
GREAT ROOM, KAPLAN HALL  
NEWBURGH CAMPUS**

Present: R. Martucci, T. Weddell, F. Watson, F. Hannes, T. Hunter, N. Illobre, S. Burns

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

*Oath of Office: Nicholas Illobre, County Trustee (administered by Chairman Martucci)  
Congratulations to Nick!*

*Oath of Office: Karen Mejia, State Trustee (administered by Chairman Martucci)  
Karen Mejia was unable to attend the Board meeting. Karen's Oath of Office will be administered at the Board meeting in November.*

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

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

- A. Approval of Regular Meeting Minutes of September 21, 2022
- B. Approval of Financial Statements for September 2022
- C. Appointments Memo

Motion by T. Weddell to approve the consent agenda, seconded by F. Hannes. Motion carried unanimously.

**III. REPORTS**

- A. Special Report- Developing Hispanic-Serving Institutions Program - Title V Prosperar – Moving Students from Surviving to Thriving
  - I. Program Report: [Gabriella Ammiano](#) Program Director
    - ❖ Dr. Hackman reported that SUNY Orange has been identified as a Hispanic serving institution and therefore has been awarded a grant. Dr. Hackman shared that Gabriella Ammiano is our program director for implementation and leadership of these grant activities. The purpose of the grant is to support our Hispanic students and programs to benefit all students. The two-year grant budget focuses on acquiring supplies, coaches, branding and technology for students and contractual services.
    - ❖ Gabriella introduced herself and offered an overview of the program and how it supports our students as well as sharing ideas of the grant goals.
      - The Prosperar Program:
        - Keeps Hispanic students at the center of the program's design.
        - Is deeply rooted in Guided Pathways work and assists students in identifying and following a path.
        - Prepares students to graduate and/or transfer
        - Moves students along a path of enrollment to servicing and supporting.
        - Engages families to support students.
        - Has been working to get our students back to enrollment and retaining them.

## II. Panel of Students: Peer Advisors

- ❖ Peer Orientation Leaders, D’Jean Nikitov De Poi and Shanice Burns shared their experiences as peer orientation leaders at this summer’s student and family orientation sessions. There were two orientation days on the Middletown campus and one on the Newburgh campus with an overall attendance of 335 students and family members over the three days. Peer Orientation Leaders are paid positions for students. These students work closely with Gabriella towards the efforts of the program and orientation sessions.
  - Both D’Jean and Shanice shared that their involvement in these programs have been positive and rewarding.
    - D’Jean is an international student here from Uruguay and is a second-year student in the Business Management program. He plans to transfer after graduating to pursue a 4-year degree.
    - Shanice shared that this was her first orientation as a peer leader and did not expect such a large turn-out. She enjoyed engaging with the students and their families.

## B. Special Report: Middle States Preliminary Visit Preparation - Christine Work

- ❖ Christine explained that the Middle States visit is important for our re-accreditation. Middle States Accreditation happens every 8 years and is required of an institution for students to receive financial aid.
  - Our Preliminary visit with Dr. Felica Ganther, Chair of our Middle States Site Visit Team is scheduled to visit our campus for the preliminary visit on Thursday, November 17. This visit establishes our readiness for the team visit in April.
  - Our team visit is schedule for April of 2023. We do not yet know who the team consists of.
  - As an institution we must demonstrate compliance within our Self Study Design, which is an extensive evaluation of our programs, resources and facilities. SUNY Orange has implemented a college-wide approach to our Self-Study.
    - The Self Study process involves co-chairs, Steering Committee, Erika Hackman (ex-officio, stepped into a co-chair role), working groups and the college community as a whole (faculty, staff & students).
    - The second draft of the Self Study is currently being worked on and near completion.
    - Recommendations to standards are being reviewed.
    - The Board will meet with Dr. Ganther during at 10:00 AM during her visit on 11/17.
    - A workshop for the Board will be scheduled for the near future to discuss preparation for our site visit.

## B. President - Dr. Kristine Young

- ❖ Dr. Young announced that she will be attending a NYCAAP meeting from Sunday to Monday.
- ❖ We are still waiting on receiving the \$1 million from SUNY
- ❖ We will be hosting a OCDOH Monkey Pox clinic here on campus on November 2 on the lower level of Shepard with a follow-up on November 30. Kris thanked Gerianne for coordinating this.
- ❖ Paul and Kris will appear at E&E on Friday to discuss the 2023 Capital Budget. Corey Dawkins is putting a presentation together on the projects needed.

D. Governance President – Liz Carris-Swan

- ❖ Liz reported that there are 3 main challenges on campus that have been discussed at Executive Committee meetings:
  - Enrollment/retention
  - Infrastructure
  - Funds – PIP System – the ranking system used by different areas of the college to identify where funds are needed

Liz shared that it is important for Shared Governance to have a united front & be on the same page.

- ❖ During COVID there was more notable attendance at Board meetings when they were being conducted via Zoom. Shared Governance has discussed the possibility of adding a live streaming option for Board meetings and hopes this idea will be taken into consideration. Liz is gathering feedback from the college community on this suggestion.

- ❖ There is a mental health resolution coming out of FCCC.

E. Student Trustee – Shanice Burns

- ❖ Shanice reported that guidance counselor luncheon was held on October 7<sup>th</sup> with multiple high schools in attendance.
  - Dr. Young and Gabriella offered remarks at the luncheon.
  - Incoming freshman were offered a “Welcome and Remarks”
  - Counselors were given a tour of campus including the library with elaborated on services and tutoring offered.
  - Students seemed very excited about the tour of our Cannabis growing program

- ❖ Shanice also shared that members of student senate as well as our student senate President will be attending a conference in November.

- ❖ Student Senate recently passed a resolution to address a recent incident that occurred on the Newburgh campus between Shanice and a Newburgh campus security guard. Shanice thanked administration and the Board for immediately responding to the incident and resolution.

- ❖ There have been discussions about the need and possibility of a shuttle bus for Health Profession students to get between campuses and clinical sites

- ❖ BOA will be reporting to the Board at November’s meeting.

F. College Association – Paul Martland

- ❖ Paul reported that the Employee Retention Credit is becoming real and we are possibly eligible for about \$96,000 – the exact amount is yet to be determined.

- ❖ During October a number of food service concerns were reported. All issues are being addressed.

- Spoiled food and lack of food options (especially healthy options)
- Issues with payment systems
- The restart of the Micro mart in Shepard

- ❖ Bookstore – An extension of our contract with Follett has been fully executed.

- There is a forum scheduled for October 28 to discuss issues with the bookstore.

- ❖ The Lab School continues to have positive enrollment trends, however, staffing issues persist. The Lab School Director on the Newburgh campus has recently put in a notice of departure.

G. Foundation Board – Dawn Ansbro: Nick Illobre read Dawn’s report in her absence.

- ❖ The Foundation has begun its audit process and the completed audit report will be presented to the Foundation’s Audit Committee and

Executive Committee on Monday, November 14th and the full board on Monday, November 28th.

- ❖ Ryan Demarse became the Foundation's new student board member last month. Ryan is hoping to work with the Foundation on its social media presence and, through his connections with the Student Senate, encourage students to submit pictures of various on-campus events. We look forward to working with Ryan this academic year.
- ❖ The Foundation's Night Golf event net approximately \$21,000 for Athletic Scholarships. This is less than what we have net in the past; however, the event was very well attended and we believe it has the potential to grow.
- ❖ Long time Foundation board member Terry Saturno recently resigned from the Foundation board due to increasing schedule demands. She remains a steadfast supporter of the College and its students. The Foundation accepted Ms. Saturno's resignation with deep regret and profound thanks for her many years of service.
- ❖ The Foundation is collaborating with the SUNY Orange CSTEP and Prosperar programs to present a STEM-oriented alumni career panel. The virtual panel will take place on November 3rd at 6:30pm.
- ❖ The Foundation is collaborating with the College's Athletic Department to host the Colt Athletic Hall of Fame. This breakfast event will be held on Saturday, November 19th at 8:30am at Stony Ford Golf Course. The event will honor five alumni and one team: Michael Casabona '10 – Baseball; Shannon Donohue '06 – Softball; Natalie Griffin '98 – Volleyball; Terry Foster '67 – Basketball; James Hannigan '53 – Wrestling (posthumously) and the 1999 Softball Team. Terry Foster has already expressed interest in supporting scholarships.

#### **IV. OLD BUSINESS**

##### **A. Enrollment Task Force**

- ❖ The group met on October 11 to discuss targets for fall.
- ❖ Marketing campaign – Mike Albright has put together a presentation, viewbook and new ad.
- ❖ Karen Mejia and Wayne Harewood were introduced as new members to the group.
- ❖ Tom Weddell asked if Gabriella Ammiano was on the Enrollment Task Force. Gerianne stated that Gabriella can be invited to the group and would also be invited to onboarding sessions.
- ❖ Tom Weddell asked where we are with the Chatbot technology. Gerianne replied that there will be a "Orange Connect" presentation next month leading to further discussions of this technology.

#### **V. NEW BUSINESS – No new business**

#### **VI. CHAIRMAN'S COMMENTS – Chair Martucci**

- ❖ Several Board members will be attending the ACCT Leadership Congress at the Marriott Marquis in NYC from October 26-29.

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

- ❖ Audit and Finance met on October 19
  - At year end, we are on budget
- ❖ Policy Committee met on October 19
  - Flo introduced Mike Albright to give the policy report.
  - Mike welcomed Nick Illobre and Liz Carris-Swan to the committee.
  - A PDF of the updated policy manual will be sent to the Board by the next meeting.
  - There have been language changes for HSE and GED policies.
  - A procedures manual is in the works.

<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
Audit and Finance	Tom Weddel	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

**VIII. COMMENTS FROM THE PUBLIC – There were no 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.

**IX. BOARD DISCUSSION**

- ❖ Fred Watson thanked all those who attended the NYCCT Conference in Saratoga and is looking forward to the ACCT conference in NYC.

**X. ADJOURN TO EXECUTIVE SESSION – There was no Executive Session**

**XI. BOARD ADJOURNMENT – Motion by T. Hunter to adjourn at 7:56 PM, seconded by F. Hannes.**

Next Meeting  
**Wednesday, November 16, 2022, 5 PM**  
 GILMAN CENTER, LIBRARY, MIDDLETOWN CAMPUS