

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING
Tuesday, December 11, 2018, 5 PM
Gilman Center, Library, Middletown Campus**

Present: F. Watson, H. Ullrich, T. Hunter, T. Weddell, F. Hannes, M. Murphy, R. Martucci
Absent: W. Soto

I. CALL TO ORDER: Chair Watson called the meeting to order at 5:05 PM.

II. CONSENT AGENDA:

- A. Approval of regular minutes from October 17, 2018
- B. Approval of Financial statements for October and November 2018
- C. Approval of Appointments:

<u>Staff/Chair</u>	<u>Discipline</u>	<u>Effective</u>
Yetka Carlisle	Assistant Registrar	10/29/18
Sharisse Smith-Owens	Success Coach	9/10/18
Iman Elginbehi	Internship Developer	8/13/18
Tarah Miller*	Coordinator, BRIDGES	10/29/18
Patricia Bassey*	Director, BRIDGES	10/29/18
Eric Hardwick*	Director, TRIO	10/29/18
Melissa Barczak*	Success Coach	10/29/18
Alison Fisher*	Disabilities/Non-Traditional Advisor	10/29/18
Peggy Fields*	Youth Program Administrator	10/29/18

*These positions have been moved from "grant" status to Staff and Chairman's Association.

<u>Faculty</u>		
Talbot Frawley	Instructor	11/5/18
Dagmar Strenck	Assistant Professor	10/29/18
		Martucci/Hunter
		Unanimous

III. REPORTS

A. President's Report (Dr. Kristine Young)

- Enrollment report for Spring Semester shows that compared to December 1 last year, the College is down in headcount by 3.7% and down in FTE by 4.3%. The bright spot is that continuing student enrollment, relative to last year, is up 7.6% in headcount and 6.8% FTE. This indicates that students already here are engaged, registered and continuing with us. Online program continues to grow and adult students (25-29) is up by 4%. These groups have been marketed well and continue to grow. After December 15, President Young will update the board as registration continues.
- Updates on two major initiatives:
 - SUNY Orange Experience (SOEX): The College's interpretation and implementation of Guided Pathways will be reviewed by Dr. Hackman.
 - Innovation Grand Street is not as far a long as administration had hoped to be at this point in terms of the actual physical buildings. Environmental studies and discussion of transformation costs not done yet, however programmatically the College has advanced very well.
 - Dr. Young, Dr. Hackman, and Mr. Mathes visited Amy's Kitchen plant in Medford, Oregon. They toured the plant and had multiple 1:1 meetings with business unit heads.

- Discussions ensued regarding their needs and next steps are to think about curriculum and timetables, etc. This has also been done with Legoland also. The college has a good sense of what these partnerships will look like. In addition, several meetings with state agencies, private economic development groups, and county leaders were held recently to discuss partnerships and resources to act as partners with the College. The work has been very promising, and it is apparent, in the community and at state levels, that there is a need to do more with Workforce development and a skilled workforce. Economic development awards will be announced next week, and President Young will keep the board updated.
- Dr. Hackman gave an update on SUNY Orange Experience (SOEX) which is more internally focused:
 - The SUNY Orange Experience is the College's version of the Guided Pathways national framework, which the American Association for Community colleges has been using. It is research based and completion/student focused.
 - The SOEX council is a group of volunteers that meet on Friday afternoons, from 2-4 PM every other week, led by Dr. Hackman and VP Brusati.
 - The meetings are organized around the College's goals to improve students' experiences and success at the college.
 - Discussions are held about developmental education reform, streamlining and clarifying paths to completion in degree programs, and making improvements in scheduling to help varying populations of students who face challenges of working and raising families.
 - The group is engaging, interactive, and data is shared with the group for feedback and reaction. This venue allows leadership to hear from stakeholders at the College and then share ideas with decision-makers at the College.
- VP Brusati updated all on the food pantry initiative at SUNY Orange:
 - The governor presented a program called "No student goes hungry" and he charged all SUNY schools to either provide a physical food pantry and/or access to food on every college campus.
 - The Chancellor's office began a task force and all colleges have been engaged.
 - SUNY Orange has accepted first shipment of food and pantry will open at the start of the spring semester. Thank you to Madeline Torres-Diaz and her team, who were working on this prior to the governor's request. The College has partnered with "Eat Smart New York" for a pantry at Middletown Campus in the lower level of the Shepard Center. At Newburgh, Sacred Heart Church has a truck which allows frozen food, fresh food, and vegetable distribution. The truck will be at the Newburgh Campus on a weekly basis.
 - Orange Regional has a program titled "Nourish Your Neighbor" and they donated items from their recent drive to SUNY Orange to begin our pantry.
 - In the spring, the EXCEL students have made this their Community Action project. In the future, requests for support or food donations will be made.
 - Nationally, about 42% of community college students are low or very low in food security.

B. REPORT OF THE COLLEGE GOVERNANCE SYSTEM (Paul Basinski)

- Administration has asked Governance to make the SUNY Orange Experience project a standing item for the Assembly agenda. EC is taking that under consideration and will respond to Administration.
- Governance was asked by Administration to provide feedback on a proposed consensual relationship policy and whether all consensual, amorous relationships between employees of SUNY Orange and students should be banned even in the absence of a power dynamic or supervisory relationship. A survey has been administered which will close tomorrow and it will be summarized and forwarded to Dr. Young by end of this week. Dr. Young noted that there is a consensual relationship policy that SUNY has already mandated, and which will go to the policy committee for review later this week. The question that Governance President Basinski mentions is a "bonus" question that SUNY has asked each of its 64 colleges to query through shared governance about

whether this policy should be extended to all employees and all students, not just those in a power dynamic. Dr. Young must respond to the Chancellor by January 2, 2019 with an advisory opinion of the college based on feedback from the survey.

- Governance was asked by Administration to identify proper persons from Academic areas to take part in an interim assessment of the College's transfer path process with SUNY. The list was reviewed on behalf of shared governance and suggestions have been made to Dr. Hackman.
- Governance understands the importance of student voices on standing committees. Governance has had trouble filling the 19 vacancies, including those positions that are mandated by state law, such as Safety and Security. Governance proposed a new process to fill those vacant student seats to make sure students have a voice and vote on all standing committees. The procedure was approved by student senate, executive committee and the new process will be implemented this spring.
- Governance has been working with Dawn Ansbro and the Foundation and our scholarship committee and there is a hard deadline for scholarship applications this year, April 1. This deadline was negotiated in collaboration with the scholarship committee chair, Andrea Laurencell-Sheridan, and the scholarship committee worked closely with Ms. Ansbro.
- Committees are submitting mid-year reports currently.
- The next Assembly is January 16, 2019.
- A document was sent to the board, via Dr. Young, on behalf of EC, that responded to the board's rationale for the reasons the board did not accept the Ad hoc report on non-credit commencement participation. That response was Governance's attempt to explain the timeline under which they proceeded to establish the Ad hoc committee and how they ultimately arrived at the report's conclusions in early September.

C. REPORT OF THE STUDENT TRUSTEE: Trustee Soto was not at this meeting however his report is attached as Addendum #1 to these minutes.

D. REPORT OF THE COLLEGE ASSOCIATION (Vinnie Cazzetta)

- VP Cazzetta thanked the board for allowing him to be part of the presentation at the ACCT convention.
- The College Association has had two board meetings since the board last met and below are the highlights:
 - The Association received an unqualified audit for the fiscal year which ended on June 30, 2018.
 - Submitting an RFP for auditing services as the current contract expired with the most recent audit. It is the practice of the College Association to conduct an RFP for auditing services every three years.
 - The Lab School is partnering with Inspire to create an inclusive pre-school child care classroom at the Newburgh Lab School. The paperwork is currently being approved at the state level. The College Association hopes to have this room up and running by February 2019.
 - The College Association revised their benefits package with the new enrollment cycle which began on December 1. The Association will reduce its health care expense by \$32,000 for the period of December 1, 2018 through November 30, 2019.
 - The College Association board meeting will be held on Wednesday, February 6, 2019.

Trustee Hannes noted that the collaboration with Inspire on the inclusive pre-school classroom is very exciting and might be a good topic for presentation at ACCT.

E. REPORT OF THE FOUNDATION BOARD (Dawn Ansbro)

- Jennifer D'Andrea was recently hired by the Foundation as the new Director of Alumni Relations and Community Engagement.
- Scholarship Information deadline is April however the application process will begin again over the summer.

- Post Cards and flyers will be distributed to various organizations with information on scholarships.
- Trustees will receive an appeal letter soon asking them to support the Foundation trustee scholarship.

Foundation Board member, Frank Peverly introduced himself as the chair-elect for the SUNY Orange Foundation and noting that he is passionate about education. Mr. Peverly is honored to be on the Foundation Board and looks forward to working with the SUNY Orange Board of Trustees.

F. Special Reports: **BRIDGES Program** (Dr. Erika Hackman, Dr. Michael Gawronski, Ms. Patricia Bassey)
P-TECH Program (Dena Whipple & Anne Prial)

BRIDGES Program:

A comprehensive presentation was given on the BRIDGES program, highlights below:

- BRIDGES is a 3-year, inclusive, non-credit certificate program offered through Continuing and Professional Education (CAPE)
- The program offers students with intellectual and developmental disabilities (ID/DD) the chance to access higher education and avail themselves of the opportunities for growth and maturation to become engaged, productive citizens.
- These programs are an emerging trend:
 - 262 programs in the United States
 - 32 programs in New York State
- In SUNY Orange's geographical area, BRIDGES is the only program of its kind
 - Developed and "owned" solely by the College
 - Recognized by US Department of Education as a Comprehensive Transition Program (CTP) – Federal financial aid
 - Recognized by NYS OPWDD for Self-Directed Medicaid dollars
- A history of the program's beginnings was provided, noting that in 2015 Senator William Larkin, Jr. helped secure \$250,000 in funding to start the program.
- Program Goals: Vocational Prep/Employment, Independent Living Skills, Academics/Lifelong learning, Executive Functioning/Coping Strategies, Social Development
- A total of \$544,000 has been received in grants since year 1
- Currently one of the two enrollment tracks have been achieved: Self-Enrollment. The other, Concurrent enrollment is still in development
- Enrollment History:
 - AY 15/16: 0
 - AY 16/17: 7 students
 - AY 17/18: 15 students
 - AY 18/19: 20 students
 - AY 19/20: 30 students (projected)
- Structure: 6 semesters, 6 classes each semester (1 audit level class), Monday – Friday 9 AM – 3 PM, Vocational Lab (PAES)
- Tuition and Fees are \$7,500 per semester
- Scholarships available through SUNY Orange Foundation, Inspire, Stamm/Community Foundation of Orange and Sullivan and Middletown Lions Club

Pathways in Technology (P-TECH) Program Presentation Highlights below:

- Key Partners are NFA North, IBM and SUNY Orange
- Cohort model where students simultaneously work toward their High School diploma and A.A.S. in
- 4-6 years.
- Academic focus: Cyber Security or Networking

- Business focus: Professional skills sought by business & industry (Internships and Mentoring through IBM)
- Enrollment:
 - Spring 2018 – 17 graduates who completed in 4 years (all Cyber Security)
 - Spring 2019 – 17 graduates (8 in their 5th year, 9 in 4th year)
 - Currently Active Students
 - 5th Year – 22
 - 4th Year – 35
 - 3rd Year – 40
 - 2nd Year - 34

IV. OLD BUSINESS:

Policy Committee Update:

Trustee Ullrich noted that the Policy Committee met last on November 6, 2018 and worked on BP 3.2: Sexual Harassment Response and Prevention, which is listed for approval under New Business. The committee is now in process of reviewing Human Resource policies.

V. NEW BUSINESS:

1. Motion to approve Resolution No 3: Resolution to Establish 2019 Summer Session Tuition Rates for Port Jervis Instructional Site

A motion was made to approve Resolution No. 3

Hannes/Murphy
Unanimous

2. Motion to approve BP 3.2: Sexual Harassment Response and Prevention

A motion was made to approve BP 3.2

Ullrich/Hunter
Unanimous

VI. BOARD CHAIR COMMENTS:

- The following items at board places:
 - Update bios for trustees to review and changes should be forwarded to Ms. Murray
 - Facts at a Glance
 - Student Viewbook
 - P-Tech presentation summary
 - BRIDGES binder with program information
 - Food Pantry flyer
- Chair Watson also noted that although Diane Bliss was not in attendance, she will be sorely missed and has been part of the trustee meetings for a long time.
- There will be an Executive Session this evening.

VII. COMMITTEE REPORTS:

Academic and Student Services:

Trustee Murphy noted the following highlights:

- Reviewed Fall 2018 New Student Profile:
 - 58% female
 - 40% white
 - 44% work 20 or more hours/week

- 48% perceived academic ability average or lower
 - 25% mother with BA or higher degree
 - 45% hope to earn B.A.
 - 60% placed into at least one developmental course
- Student support needs re-defining based on this data
- Long-Term Look-Back at SUNY Orange from Fall 2011: English, Math and Reading reviewed
 - Evolution of Development Education shows Access:
 - 1960s – 1970s “Right to Fail”
 - 1980s – 2010s “Assessment and Placement”
 - Mid 2010s “Redesign Movement”
 - Reform Movements taking place at SUNY Orange:
 - English & Reading:
 - 70% success rate in OCCC acceleration
 - 88% success rate in OCCC summer institute
 - Co-requisite model (Accelerated Learning Program)
 - Mathematics:
 - Quant way First Offering Fall 2017
 - National Results: 64% success rate for Quant way developmental education vs. 37% in traditional developmental math courses.
 - Trustee Murphy discussed success factors for students and the importance of helping students stay directed, focused, nurtured, engaged, connected and valued.

Audit and Finance Committee:

Trustee Weddell noted that the committee reviewed the November financial statements and modified the budget due to some enrollment changes and enrollment being down. Audit is due in January and hopefully will be ready for review at the February board meeting.

Chair Watson noted that a draft was sent from SUNY system about the position SUNY is taking in terms of community college funding. Maintenance of Effort or floor is what system will advocate for in addition to \$125 per FTE. The Presidents group and, it appears, NYCCT, agree with this position.

President Young noted that in February/March advocacy visits with a team from the College will be made to each of the Assembly people and the two senators. A one-page advocacy document will be shared with trustees and local county once available.

VIII. COMMENTS FROM THE PUBLIC: N/A

IX. BOARD DISCUSSION: N/A

X. BOARD ADJOURNMENT: At 7:05 PM, a motion was made (Ullrich/Hunter) to adjourn the regular meeting and enter into an Executive Session for the purpose of discussing information related to a current or future investigation or prosecution, collective bargaining and negotiations, and a proposed acquisition for sale/use of property.

XI. EXECUTIVE SESSION: Trustee Hunter later reported that the Executive Session began at 7:15 PM and ended at 8:05 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board