

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING  
Wednesday, February 19, 2020, 5 PM  
Gilman Center, Library, Middletown Campus**

Present: F. Watson, B. Vacca, T. Weddell, M. Murphy, R. Martucci, A. Patterson, F. Hannes

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

**II. CONSENT AGENDA:**

- A. Approval of regular minutes of December 10, 2020
- B. Approval of Financial statements December 2019 and January 2020
- C. Approval of Appointment Memo for December 2019 and January 2020

<u>Faculty</u>	<u>Discipline</u>	<u>Effective</u>
Russell Hammond	Instructor Computer Science & Technology	January 21, 2020
Lisa Zylberberg	Instructor Nursing	January 21, 2020
<u>Staff/Chair</u>	<u>Discipline</u>	<u>Effective</u>
Patricia Sullivan	Assistant Chair Nursing	January 21, 2020
Anna Moore	Youth Employment Counselor WIOA Youth Empowerment Grant	February 3, 2020
Joseph O'Dea	Director Safety & Security	February 17, 2020

D. Approval of Retirement:

<u>Staff/Chair</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Susan Mansueto*	Student Accounts	33.5	October 27, 2020

\*At the same time, the board approved the early retirement incentive for her 33.5 years of service.

Hannes/Hunter  
Unanimous

**III. REPORTS:**

- A. **SPECIAL REPORT: Audited Financial Statements** (Bonadio and Co., LLP)
  - The Auditing group met with Audit and Finance Committee and President Young prior to the board meeting to review details of the audit.
  - Auditors gave an unmodified opinion which is the highest assurance and noted that there are no material weaknesses or matters related to compliance.

**B. SPECIAL REPORT: Strategic Plan First Draft: Update from Co-Chairs**

(Dr. Damon Ely/Likkia Moody)

- A comprehensive first draft of the Strategic Planning goals was provided
- Reviewed Goals for each of the Strategic Initiatives and provided several suggestions for what will later be developed into objectives:
  - Empower Student Success: Equitably link Students with their Aspirations
    - Goal 1: Reduce the barriers to learning that keep students from attaining their goals
    - Goal 2: Provide more intentional guidance of first-year students to enhance college readiness
    - Goal 3: Equitably link students with their aspirations
    - Goal 4: Strengthen the pipeline from workforce and college readiness programs to degree and certificate programs
    - Goal 5: Identify academic areas for the future growth of the College and respond proactively to educational needs in our region.
  - Strengthen Our Region's Economic Future: Teach and Train for a Brighter Tomorrow
    - Goal 1: Expand workforce development in emerging, innovative fields
    - Goal 2: Identify and address the needs of an increasingly diverse population and workforce
    - Goal 3: Commit to meaningful ongoing faculty and staff development to ensure experience with rapidly developing technologies and information
    - Goal 4: Develop micro-credentialing and certificate programs to increase career preparation and degree completion
    - Goal 5: Increase non-credit pathways to workforce and degree completion through greater integration of CAPE
    - Goal 6: Strengthen awareness of the college as an educational hub for community learning, engagement, enrichment and growth for all residents of Orange County
  - Sustain and Invigorate our Planned Future: Reimagine Human, Financial, and Physical Resources
    - Goal 1: Improve the effectiveness of our human resources to achieve holistic, student-centered outcomes that enhance the student experience
    - Goal 2: Collaborate with community partners and other educational institutions to expand funding opportunities in pursuit of student-centered outcomes
    - Goal 3: Maximize and more efficiently use existing technologies and physical resources to enhance the student experience
  - College Assembly received a presentation of goals and provided their feedback
  - Meetings with student leaders are planned and with the general student population
  - Trustees are welcome to send feedback on goals to Dr. Young to be shared with the Strategic Planning Committees.
  - An intensive workshop will be held for committees to review feedback and prepare for presentation to the board in March 2020.

Trustee Martucci noted that the committees are working tirelessly and have collected a great deal of data and other information to solidify the objectives.

**C) SPECIAL REPORT: Recent and Upcoming Capital Projects**

(Linda Dauer and Fred BrennEn)

VP Dauer and Mr. Brennan gave an update on Capital projects at both campuses and the presentation has been included as *Addendum #1 to these minutes*.

- Facilities consists of 4 areas: Project Manager, Maintenance, Custodial, Safety & Security
- There are approximately 64 FT staff, 18 buildings, and acreage is Middletown 29 acres and Newburgh 8.2 acres
- Reviewed Capital Project Process
- Reviewed 2020 Six Year Capital Plan for Critical Maintenance
- Projects completed in 2019:
  - BT Window Replacement
  - Edward Diana P.E. Bleacher Replacement
  - Horton Hall Paving and Site Work
  - Harriman Hall 313 Renovation
  - New Server Room in RCSE
  - Campus Wide Sidewalk Replacement in Middletown and Newburgh
  - Wayfinding Signage Project
  - Pump and Motor Replacement/Horton Hall Boiler Replacement
  - LRC Roof Recoat
  - Morrison Hall Steeple Repair, Roof Study, Exterior Study
- Projects to be completed in 2020:
  - Edward Diana P.E. Rooftop Unit Replacement
  - B.T. Cooling Tower Replacement
  - Campus Wide Paving Lot 7A and 7B
  - Kaplan Façade Repair
  - B.T. Renovation
  - Horton Hall Site Work
  - Newburgh Side Walk
  - Orange Hall Door Replacement
  - ADA Restroom Upgrade

**D) SPECIAL REPORT: Newburgh Campus Update**

(Vinnie Cazzetta, Likkia Moody, Dena Whipple)

A comprehensive update on the Newburgh Campus was provided and is included as *Addendum #2 to these minutes*.

- Barriers to accessing student support have been reduced in academic areas.
- Targeted outreach to at-risk students
- In Nursing area, Newburgh graduates (Class of 2018) passed NCLEX licensure exam on first attempt at a rate of 96.6%.
- Nursing Department at Newburgh has welcomed “Pediatric Hal” simulator.
- Admissions Office and Student Services office continue to be busy.
- The Lab School enrollment is on par with Morrison Lab School in Middletown
- Bookstore Sales are up by 9%.
- Workforce Development advocacy efforts continue with local, state, and federal officials.
- Liberty Partnership Program enrollment is growing.

**E. PRESIDENT'S REPORT (Dr. Kristine Young)**

- Co-requisite model was adopted in the English Department and Dr. Hackman provided an update:
  - 789 students in the fall semester, who placed a level below college level English, were permitted to take English 101, paired with a Support Module (098.)
  - The goal was a success rate of 70% however that was exceeded and students had a 73% success rate. Those students were also able to take Gateway courses while enrolled in co-requisite courses.
  - Overall there was no dip in success of all students in Gateway courses meaning the those students in co-requisite courses held their own.
  - This is very exciting for the English Department and the department worked very hard to accomplish this goal.
- The C-Step Grant was awarded to SUNY Orange based on a good deal of work by Dr. Jennifer Merriam in the Biology Department. The grant is for 5 years, \$180,000 to support students in Science, Engineering, Math, and Technology.
- Title 5 Grant was applied for and if awarded to SUNY Orange, it provides \$3M over 5 years to support the entire institute. The grant is awarded based on the College being a Hispanic serving institution.
- A list of trustee shortages throughout the SUNY system was distributed at board places and President Young noted that there was a heated debate at the NY Delegation with regard to this topic. Chancellor Johnson has been made aware of the dire situation.

**F. REPORT OF THE COLLEGE GOVERNANCE SYSTEM (Paul Basinski)**

- Governance representatives will attend the upcoming Advocacy meetings with local representatives.
- Dr. Young discussed the Enrollment Task Force at Assembly and all are anxious to see the results of this work.
  
- Shared Governance online discussion forums on enrollment have begun and when done, VP for Governance, Josh Lavorgna, will share results.
- The College Association's Food Advisory group met and Karen Reid is the Governance representative.
- The College Association's Book Store Advisory group met and Mike McCoy is the Governance representative.
- Presentation on Strategic Goals was given at recent Assembly meeting.

**G. REPORT OF THE STUDENT TRUSTEE (Aaliya Patterson)**

- Student Senate requests help with attracting students to replace 6 positions for students who are graduating in May.

**H. REPORT OF COLLEGE ASSOCIATION (Vinnie Cazzetta)**

- College Association meets next Wednesday and will have more to report after March meeting
- Next week the board will review a new community member, Alec Gladd, who is a local attorney. This will bring the community membership to 4 and one other person is in the cue which will then meet the 6 community members permitted on the board.

**I. REPORT OF THE FOUNDATION BOARD** (Dawn Ansbro)

- New Foundation Board Chair, Frank Peverly, was in attendance.
- Thanks to all who supported trustee scholarship, adding another \$3500 to the scholarship fund.
- 428 Scholarship applications are in process in the system and 87 have been submitted, with a deadline of April 1.
- The Foundation is on track to award approximately \$400,000 in scholarships this year.
- On March 1, the annual bowling event will take place and 17 lanes are reserved which is record attendance.
- The Home Show will take place March 13 – March 15 and the Foundation receives \$25,000 for supporting this event.
- An alumni event, Business panel discussion, will take place on March 31, at 11 AM and all are welcome to attend. Alumni have been invited to come early, at 10 AM and trustees are welcome to join them.
- The Golf outing is planned for June 18, 2020

**IV. OLD BUSINESS:** N/A

**V. NEW BUSINESS:**

1. Motion to approve: Report of August 31, 2019 Audited Financial Statements

***A motion was made*** to approve Report of August 31, 2019 Audited Financial Statements

Martucci/Murphy  
Unanimous

Trustee Weddell noted that the College is in good standing with financials and there are no irregularities. He thanked VP Dauer and Ms. Wagner for their work and diligence. The Audit and Finance committee reviewed the auditor's report in detail and are pleased with the results. The board must get together for a workshop to do budget planning and he will set a date and send an invite. Tuition and Fees will be on agenda for approval in April and the College Administration is on schedule with what was budgeted for this year.

Trustee Martucci requested that feedback on Strategic Goals be sent to him prior to a February 28 planning workshop that the Steering Committee will have.

**VI. BOARD CHAIR COMMENTS:**

- At places this evening:
  - First draft of Strategic Planning Goals
  - Newburgh Campus Update Presentation
  - SOARS program
  - Advocacy information document for visits to local representatives
  - Press Release on district representatives visit to Newburgh Campus from Senator Schumer, Senator Gillibrand and Representative Maloney's offices.

**VII. COMMITTEE REPORTS:**

**Academic and Student Services Committee:** N/A

**Audit and Finance Committee:** Nothing further to report this evening

**Policy Committee:**

- Trustee Vacca noted that the board will receive BP 2.45 on Free Speech at the next board meeting for review and approval.
- The committee is looking at combining some policies where it make sense.
- A retention policy is also being reviewed.

**VIII. COMMENTS FROM THE PUBLIC:**

- Michelle Tubbs provided an update on FCCC Affairs which is included as Addendum #3 to these minutes.
- Tara Miller, Assistant Director of the BRIDGES program, reviewed and distributed a letter from Director Patti Bassey. The letter reviewed recent events and meetings held with local representatives who support the program and notes events that BRIDGES students are participating in around the community. There are currently 20 students in the program and over the past three years, growth in the program has been amazing. *Ms. Bassey's letter is included as Addendum #4 to these minutes.*

**IX. BOARD DISCUSSION:**

- Trustee Hannes gave President Young accolades and appreciation for the open forums she has been conducting. Feedback has been good.
- Chair Watson noted that he has been re-appointed to the board by CE Neuhaus for a term expiring June 30, 2026.

**X. BOARD ADJOURNMENT:** At 7:10, a motion was made (Martucci/Vacca) to adjourn the meeting.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board