

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING  
Wednesday, May 15, 2019, 5 PM  
Board Room, 5<sup>th</sup> Floor, Tower Building, Newburgh Campus**

Present: F. Watson, T. Hunter, M. Murphy, R. Martucci, W. Soto, B. Vacca, T. Weddell, F. Hannes

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

**II. CONSENT AGENDA:**

- A. Approval of regular minutes from April 17, 2019
- B. Approval of Financial statements for April 2019
- C. Approval of Appointments:

<u>Staff/Chair</u>	<u>Discipline</u>	<u>Effective</u>
Adrienne Victor	Coordinator, Center for Student Involvement	7/8/19
Michael Visbeck	Assistant Director of Financial Aid	5/13/19
Hector Leal	Minority Male Initiative Mentor/Coordinator	5/1/19
Alexandra Kay	Chair, English Department	Fall 2019
Mary Warrenner	Coordinator of Co-Requisite Learning for English Department	Fall 2019

<u>Faculty</u>	<u>Discipline</u>	<u>Effective</u>
Nicole Rodstrom	Instructor, Biology/Clinical Lab Science	8/21/19
Talbot Frawley	Instructor, English	8/21/19
Rebeca Rivera-Robayo	Instructor, English	8/21/19

D. Approval of Retirements:

<u>Staff/Chair</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Edward Kiely	Security	19	6/27/19

  

<u>Faculty</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Sheila Donnelly	English	28	Spring 2019

Soto/Martucci  
Unanimous

**III. REPORTS**

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

- Due to the busy agenda for this evening, President Young decided to forgo her report but noted that there will be a record number of students at Commencement on Thursday, May 23, 2019

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

- Final grades are due by Friday, May 17, 2019
- The last Assembly meeting will be held on Monday, May 20, 2019
- Governance thanks VP Brusati and VP Hackman for their updates on SUNY Orange Experience meetings throughout the year.
- Executive Committee will meet for the last time this semester on Thursday, May 23, 2019
- A recommendation for water on campus has gone to Administration for review.
- Governance elections are complete and Professor Basinski will remain in the position of Governance President.

- The PBIE committee sent recommendations and ranking of priorities to Cabinet for feedback and a breakout session was held for discussion.
- Governance discussion boards will begin with next Academic year.
- A Governance work group was tasked with reviewing the results of Faculty/Staff survey. The committee will report to EC Retreat and discussion will be held.

**C. REPORT OF THE STUDENT TRUSTEE: (Will Soto)**

- New senators were elected: 1 from Newburgh and 4 from Middletown
- Aaliya Patterson has been elected as the 2019-20 student trustee.
- Faculty Association President, Tony Cruz, reached out to a few administrators regarding the food service.
- Trustee Soto noted that the Market place was bare on Monday during his finals.

**D. REPORT OF THE COLLEGE ASSOCIATION (Vinnie Cazzetta)**

- The Ribbon Cutting and Grand Opening of Inspire at the Newburgh Lab School was held on April 26.
- College Association Budget Committee met on May 8 and developed a budget to present at the June Board meeting.
- June Board of Directors meeting will be held on June 19.
- “Kickoff” meeting with new auditors will take place on June 19.

**E. REPORT OF THE FOUNDATION BOARD (Derrick Wynkoop/Dawn Ansbro)**

Mr. Wynkoop noted the following highlights and the full report of the Foundation Board is *included as Addendum 1 to these minutes*.

- Mr. Wynkoop thanked the Board of Trustees for having Foundation Board members at their meetings throughout the year.
- The joint dinner between the Foundation Board and trustees will be held on Thursday, May 30 at West Hills Country Club.
- The “Golfing for Scholarships” tournament will be held on Thursday, June 20 at Wallkill Golf Club.
- A new position for “Finance Manager” will be posted soon to take over the work of Glen Connolly who will no longer provide financial assistance to the Foundation. Glen’s work has been impeccable through the years, but at this point in time, the Foundation requires someone in the position at full-time capacity.
- Hudson Valley Gives event is today and Mr. Wynkoop encouraged everyone to give. So far today, about \$21,000 has been raised.

**F. SPECIAL REPORTS:**

**TRIO and EOP**

Gerianne Brusati, VP for Student Services

Madeline Torres-Diaz, AVP for Student Engagement & Completion

A comprehensive presentation was given by AVP Torres-Diaz and VP Brusati and the full presentation is *included as Addendum 2 to these minutes*.

- EOP Grant was awarded in Fall 2016 and was funded to serve 75 students annually, with \$78,750 awarded each year.
- Funding supports one full-time EOP Success Coach.

- The EOP Grant provides a mandatory 3 week Pre-Freshman summer program, establishes clear road maps to students' end goals, provides mentor and financial assistance, and ongoing advising, progress tracking, feedback, and support throughout the student's journey at SUNY Orange.
- TRIO is a student support services program that is funded annually at \$220,000.
- TRIO serves 140 eligible students each year.
- Funding of TRIO supports one full-time Director, one full-time Success Coach, and one part-time Administrative Assistant.

AVP Torres-Diaz showed a very moving video of student testimonies regarding their experiences in these programs & she thanked the Foundation Board for their support.

### **2019-2020 Budget**

Linda Dauer, VP for Administration and Finance

VP Dauer discussed Budget Challenges, Revenue Assumption and the proposed budget for AY 2019-2020.

- Challenges:
  - Declining enrollment, which is a demographic that is changing nationally
  - State contribution should be 1/3 of tuition but it has not been for several years.
  - Health costs have escalated in the past few years and continue to do so.
  - Budgets in all departments are very tight
  - There are 3 unions on campus with contracts to abide by and the Faculty and Staff contract ended on August 31, 2017. This is not acceptable and is a priority of Administration.
- Assumptions reviewed:
  - 4,507 is the current projected FTE for AY 2019-2020
  - 11% drop in enrollment
  - Close the budget gap and match reasonably to FTE
- The new payment policy for students has reduced the College's bad debt this year by \$150,000 which is good news for the College.
- \$484,000 has already been reimbursed to the College's surplus for the Early Retirement Incentive given in 2018. The goal was to pay back the entire amount within 2 years therefore Administration is on target.

## **IV. OLD BUSINESS:**

### **Policy Committee Update:**

Trustee Vacca noted that a meeting of the Policy Committee was held today and the committee reviewed suggested new policies. In September, one revision to a policy and one new policy will be presented to the board for approval.

## **V. NEW BUSINESS:**

1. Motion to approve Budget AY 2019-2020

***A motion was made*** to approve Budget for AY 2019-2020

Murphy/Hannes  
Unanimous

2. Motion to Approve Board Meeting Dates for AY 2019-2020

***A motion was made*** to approve Board Meeting Dates for AY 2019-2020

Hunter/Weddell  
Unanimous

3. Resolution 9: Acknowledging Student Trustee Will Soto's Dedicated Service and Awarding of Meritorious Stipend

**A motion was made** to approve Resolution 9: Acknowledging Student Trustee Will Soto's Dedicated Service and Awarding of Meritorious Stipend

Martucci/Vacca  
Unanimous

#### VI. BOARD CHAIR COMMENTS:

- Chair Watson recognized Mr. Harry Porr, Deputy County Executive, who was attending this evening. Mr. Porr noted that the County has been discussing the budget for some time and the County very much respects the work of the College and the trustees.
  - Chargeback section notes that the County receives monies for students coming from other counties to Orange County but the County has costs for Orange County students going to other counties as well.
  - The County has received a 2% property tax cut and the state passed a budget at the rate of 4.3% as well as shipping other costs to the County.
  - Mr. Porr asked that the College be assured that the County is supportive of the College and Dr. Young has done a wonderful job. The County enjoys working with the College's administrative team.
- Chair Watson acknowledged the student senate members attending the meeting and thanked them for taking an interest in what the trustees do at the College.
- Chancellor Johnson visited on April 25 and she was greeted by a huge group of Chancellor Award recipients and it seemed she had a great visit. A question was asked of the Chancellor regarding consolidation of community colleges. NYCCT, the state-wide organization of community college trustees, had been discussing consolidation of community colleges. The Chancellor said that she did not feel this would be a good fit for community colleges throughout NY State and trustees were encouraged to hear this.
- A Board Retreat will be held on Wednesday, June 5 and Dr. Jeanne Contardo from AGB will be the consultant that day. The retreat goal will be to start moving in the right direction towards establishing a new strategic plan next year.
- On Saturday, May 11, Commencement information was sent to all trustees and Chair Watson suggests all trustees review the correspondence.
- There will be an Executive Session this evening for the purpose of discussing the following:
  - Ongoing investigation which may lead to prosecution of a criminal offense.
  - Pending or proposed litigation
  - Collective Bargaining and Negotiation
  - Proposed acquisition, sale or lease of real property.
  - Review and Compensation for the president (at which time Dr. Young will be excused from the discussion)
- A Slate of Officers for the next Academic Year will need to be appointed. Chair Watson appointed himself, Trustee Hunter and Trustee Hannes to the "Governance and Nominating Committee" and this committee will be entrusted to present a slate of officers: Board Chair, Vice Chair, Secretary and lead the board's self-evaluation. This group will meet over the summer months.

#### VII. COMMITTEE REPORTS:

##### Academic and Student Services:

Trustee Murphy gave the following report:

- The Guided Pathways venture was reviewed at the last meeting of Student Services and Academic Affairs. This is a SUNY initiative to assist students and fortunately SUNY Orange was invited to be in the first cohort group at the institute.
- A grant was received from SUNY to fund attendance at these joint meetings with others from different colleges in the state.
- The SUNY Orange Experience meetings are held on Friday afternoons and are very well attended for two hours of meaningful discussion.
- All constituents are heard and it is streamed to Newburgh Campus and different experiences are exchanged.
- Summaries of the Guided Pathways meetings are posted.
- There will be student groups formed in the fall
- A Gateway Course Academy titled “What We Are Learning About Guided Pathways: Implications for Gateway Courses” will be held on Monday, May 20. Faculty will gather for workshops and a keynote speaker from Columbia, John Fink, will speak to the group in the first session that day.

**Audit and Finance Committee:**

- Trustee Weddell thanked the Audit and Finance committee for their work the last six months and thanked VP Dauer and Ms. Wagner for assistance in educating the finance committee. He noted that Mr. Porr, Mr. Neuhaus and the legislature should know that the College has really combed through the budget and spent a great deal of time considering how to make it fair for the County and the Students. The hope is the state will help a bit more but the College has worked diligently at getting the numbers in order and they are fairly represented in the budget. The committee met every month reviewing numbers and all seems to be on target as projected.

**VIII. COMMENTS FROM THE PUBLIC:**

Speaking as Coordinator for the Adjuncts, Professor Bliss noted the following:

- There are new initiatives in the English Department to get students the developmental help needed and into Freshman English courses.
- The English Department sees every student that comes to the College.
- With the new version of Freshman English, the loading for Adjuncts has changed. Due to this and to the number of retirements in the department, there is a possibility the department will have to supervise 50 adjuncts for the fall semester.
- These adjuncts commute between several campuses and pick up courses from a variety of colleges, which becomes a challenge.
- While Professor Bliss understands that budget-wise it is difficult to consider full-time positions, with full-time positions there are people dedicated enough to the institution, are at the institution enough and can be fully involved at the institution.
- Professor Bliss requested that trustees consider replacing some of the full-time faculty positions that need to be filled, rather than rely on adjuncts.
- In addition, it takes a lot of supervision for adjuncts, on two campuses, day and evening. There needs to be adequate support for the next person in her position, to be able to supervise, evaluate and mentor 50 adjuncts. Whatever the board can do to be supportive of the adjunct faculty would be appreciated.

Professor Bliss is finishing up with the Faculty Council at the end of May after completing a report she must write for the team visit she chaired at a sister institution.

She hopes that the trustees will be as open to comments and get comments from the next faculty council delegate, Michelle Tubbs. She hopes that the Trustees continue to work in the spirit of shared Governance with the Campus Shared Governance system and Administration for the future good health of the College.

Trustee Watson expressed the board's well wishes for Professor Bliss in her retirement noting that she will be missed!

**IX. BOARD DISCUSSION:**

Passes for the Awards Convocation on Tuesday, May 21 can be obtained from Carol Murray if trustees wish to attend.

**X. BOARD ADJOURNMENT:** At 6:30 PM, a motion was made (Hunter/Weddell) to adjourn the regular meeting and enter into an Executive Session for the purpose of discussing

- Ongoing investigation which may lead to prosecution of a criminal offense.
- Pending or proposed litigation
- Collective Bargaining and Negotiation
- Proposed acquisition, sale or lease of real property.
- Review and Compensation for the president (at which time Dr. Young will be excused from the discussion)

**XI. EXECUTIVE SESSION:** Trustee Hunter later noted that the Executive session began at 6:35 PM and ended at 8:10 PM.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board