

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
MONDAY, APRIL 9, 2013, 4 pm  
Gilman Center, Library, Middletown Campus**

Present: Chair J. Wolfe, Vice Chair H. Ullrich, , A. Anthonisen, G. Mokotoff, R. Krahulik, T. Hunter , Stephen O'Donnell, Brittney Flaherty  
Absent: Secretary M. Murphy

**I. CALL TO ORDER** - Chair Joan Wolfe called the meeting to order at 4:05 PM.

Chair Wolfe welcome Foundation Board members: Brenda Harburger and Cathy McCarty.

**II. CONSENT AGENDA**

Chair Wolfe requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from March 11, 2013
- B. Approval of Petty Cash Reimbursements and Financial Statements for March 2013
- C. Approval of Appointments

**Faculty:**

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Andrew Magnes	Instructor Year 2, Architecture Technology (Change of Status from Full-time, temporary to Tenure-Track)	Spring 2013

**Staff:**

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Donald Green	Assistant Director of Career Services Career Services (Internal Move from CAPE to Career Services)	March 25, 2013

**D. Approval of Retirements**

<u>Name</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Roberta Smith	Dental Hygiene	33	May 18, 2013

\*At the same time, the Board granted approval of the status of Professor Emeritus for her 33 years of dedicated service to the College and the students throughout her career.

Paula Crawford	Nursing	10	May 18, 2013
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**E. Approval of Room Naming Memorandum (added to packets)**

**A motion was made** to accept consent agenda for approval.

Mokotoff/Hunter  
Unanimous

### III. President's Report:

- The Consortium presidents had dinner with the directors of the Council of Industry, the lower Hudson Valley's Manufacturing Association. It was a positive discussion about training, classes, and seminars that can be done together. A follow-up meeting is scheduled and they were very pleased to learn about the concept of the Consortium.
- The College has received a generous grant of \$25,000 from the SUNY Orange Foundation to allow the College to conduct a feasibility study for student housing. Results will go back to the Board sometime in the middle of the fall semester and conversations will continue from there.
- The final state budget is an increase of \$150 per FTE in the student reimbursement rate for next year and the Governor has set aside \$3.8 Million for competition based grants. These are for programs that are engaged with the business community. In addition, approximately \$368,000 has been restored to child care.
- Trustees received a brochure titled "EXCEL" which is a new project that is a collaboration of four of the community colleges (Dutchess, Ulster, Rockland and Orange) with the Eleanor Roosevelt Center at Hyde Park. It is a wonderful leadership project for young women and the selection process has begun for the first group which begins next fall. VP Broadie has been very involved in the process and planning for the project.
- The Middle States Accreditation Team Chair for SUNY Orange will be Dr. Ray Hoy, President of WorWic Community College in Maryland. Dr. Hoy is a very experienced team leader and he will visit the College on October 29, 2013. In addition, the team visit has been scheduled for April 6-9, 2014. Dr. Hoy will develop the rest of the accreditation team and the College has requested a member that has branch campus experience and a member that has union experience.
- The Sojourner Truth Awards Ceremony was held on April 5th and as usual it was a great event. VP Broadie and his staff did a great job and about 380 high school students received awards.
- The College will host the American Arbitration Association's advising sessions for families having difficulties with claims related to Super Storm Sandy. They will be located at the Newburgh campus from April through June periodically using our facility for these meetings.
- The Phi Theta Kappa Luncheon and Student Chancellor Award ceremony was held in Albany last week. Faculty members, Linda Fedrizzi and Dena Whipple, were the co-advisors last year and did a fine job. They have now turned the Phi Theta Kappa leadership over to Greg Geddes and Alexandra Kay, who are very enthusiastic and will continue the wonderful work. Our Phi Theta Kappa Chapter has been an award winning chapter for the last three years and the College is very proud of our students. The Phi Theta Kappa Induction Ceremony will be held on April 12<sup>th</sup> at 6 PM. The following awards were given to SUNY Orange students:
  - Nicholas Zazzi: Phi Theta Kappa, 2<sup>nd</sup> Team Award  
Chancellor's Award for Student Excellence
  - Eneida Post Phi Theta Kappa 1<sup>st</sup> Team Award
  - Molly McNeely Chancellor's Award for Student Excellence
- The President's Awards recipients for Excellence in Teaching for AY 2012-2013 are:
  - John Wolbeck, Professor, Science Engineering and Architecture
  - Joe Zurovchak, Professor, Biology
- The President's Award for Excellence in Professional Service for AY 2012-2013:
  - Elaine Torda Associate Professor, Honors
- Trustees and other attendees may sign the virtual beam for the Center for Science and Engineering which will be printed and framed for the CSE building.
- The College has received a very generous extension of the gift from the Devitt Family, for the Devitt Center for Botany and Horticulture, and we will begin the restoration of the second Greenhouse after Commencement. The gift will allow the College to complete the restoration in addition to creating a patio between the two greenhouses with an overhead structure and the removal of one of the cold frames. Finally, the rose gardens will be restored and the restoration will be complete by early to mid-October.

**IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Michelle Tubbs**

- Elections for the four governance positions that have terms expiring have concluded. Election results are:
  - Governance President – Michelle Tubbs
  - Governance Vice-President – Dr. Shelly Paradies
  - FCCC Delegate – Dr. Tom Giorgianni
  - FCCC Alternate Delegate – Diane Bliss
- Executive Committee has incorporated feedback received into their proposed revisions to the Governance Constitution & By-Laws, and they will be voted on at the April 15<sup>th</sup> Assembly.
- The Academic Policy Committee is completing a very comprehensive & thorough revision of the College's Academic Policy manual. They are currently circulating and presenting their proposed revised manual to solicit feedback from the College community. The proposed revised manual requires Assembly approval, and based on the amount of feedback and discussion, it will be voted on at either the April or May Assembly meeting.
- The Curriculum Committee is completing its drafting of a procedure for deactivating or discontinuing an academic program, since SUNY now requires governance participation in this process at its campuses. They are currently circulating and presenting their proposed procedure to solicit feedback from the College community. Although the procedure does not require Assembly approval, it will be discussed and reviewed at the April Assembly meeting and finalized by the end of the semester.
- From our delegate's participation in the FCCC and information that our VPAA is receiving through the SUNY's Chief Academic Officers group, we are aware that there are significant changes coming from SUNY that are going to affect many aspects of academic life at SUNY Orange. The current major issues are Seamless Transfer (that comes with many restrictions on our academic programs and operating policies), Open SUNY & Performance Based Funding.
- Members of the Board are invited to the Appreciation Awards on Thursday April 18<sup>th</sup>, 3-5 pm in the Shepard Student Center Fireplace Lounge. This is a nice event that recognizes and shows our appreciation for faculty and staff that have recently gone above and beyond with work they have done at the College.

**V. REPORT OF THE STUDENT TRUSTEE – Brittney Flaherty**

- *Collaboration between Campuses:* In order to strengthen the bonds between Senate and BOA, both Middletown and Newburgh campuses have developed BOA/Senate bonding events. Aside from BOA and Senate coming together on each campus, it has been a goal of both organizations on both campuses to become a united front. Therefore, it has been established that the location of said events will alternate between campuses and all members of both organizations will be invited. The Middletown campus hosted the first bonding, an event on March 27<sup>th</sup>, and it was very successful. All organizations communicate more openly now and friendships between members are being established. The Newburgh campus will be hosting the second event on April 25<sup>th</sup>.
- Senate and BOA from both campuses will be hosting the Spring Semi-Formal this month on the 19<sup>th</sup>.
- *Student Senate:* Representatives from both campuses are preparing for the Student Assembly this weekend, which will be held in Albany, NY. The Student Assembly provides student leaders with workshops, especially designed to help educate them on matters of communication, etiquette, time management, etc. All attendees from last semester found the Student Assembly to be useful and educational, so similar results are expected for this visit.
- Middletown Senate has expressed interest in hosting an event on Accepted Students Day next Saturday, April 20<sup>th</sup>. The event will consist of getting representatives from several organizations together so that incoming students are aware of all of their resources and opportunities. Since Accepted Students Day is held on the Middletown campus for all incoming students, invitations will be sent out to the clubs and organizations on Newburgh's campus so that they have adequate representation as well.

- *Board of Activities (BOA)*: Middletown's BOA will be hosting a Spring Picnic on April 25<sup>th</sup>. A main attraction at the picnic will be "dunk-a-professor" and students will pay a small fee in order to try and dunk their professor into a tank. All the money raised will go towards relief for those affected by hurricane Sandy.
- Newburgh's BOA promoted Autism awareness last week on April 2<sup>nd</sup> by hiring a speaker to shed some light on the topic. They also sold lollipops and bracelets and the proceeds will be going to an Autism charity of their choice.

## VI OLD BUSINESS

- Trustee Ullrich reported that after the April meeting, she did a review of the revised language for BP 2.27: Code of Ethics, noting that as a trustee she is now comfortable with the change in language. Trustee Krahulik concurred with Trustee Ullrich.

## VII NEW BUSINESS

The president noted that BP 2.3: Naming of College Spaces for Recognition Purposes is being presented for approval of the policy. The portion being approved is the actual policy which has not changed, but has been separated from the procedures, which do not need to be included in the policy.

***A motion was made*** to approve BP 2.3 Naming of College Spaces for Recognition Purposes as presented.

Krahulik/Ullrich  
Unanimous

***A motion was made*** to approve BP 2.27: Code of Professional Ethics\*

Ullrich/Hunter  
Unanimous

\*Trustee Ullrich noted that neither she or Trustee Krahulik are the College's attorney and that she attempted to fulfill her duty as a trustee and review the language of the policy, based upon her legal training. She does not want it to be construed as an official legal opinion but rather her opinion from a trustee's viewpoint.

President Richards noted that the College will follow-up with David Darwin's office for a review of the policy and if there are any changes, it will be brought back to the trustees at a later date.

## VIII. BOARD CHAIR COMMENTS – *Joan Wolfe*

- The Employee's breakfast is at 8 AM on April 24<sup>th</sup> in the Shepard Center and trustees are welcome to join the administration in serving breakfast and thanking the employees.
- Congratulations were extended to Trustee Mokotoff as she has been chosen to lead the Middletown parade.

## IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Audit and Finance Committee:

- The committee met today with legislators, Dennis Simmons and Jeff Berkman of the County Education Committee, to discuss the College's projected budget for next year. The College has consumed all of our surplus balance and is promoting our need for a modest increase of 1% over last year's award from the County. Both legislators thought the request was not unreasonable, however they indicated we should not be surprised if there is no increase.

- Trustee Krahulik reviewed the projected budget based on a \$300 tuition increase which would result in a deficit of \$202,632, with \$138,975 in the fund balance at this time, leaving a potential deficit of \$64,000. The committee trusts that the staff of the College will do their best to continue to cut expenses and in the meantime, the committee is hopeful that the County will award the additional 1%.
- Chair Wolfe noted that Mr. Simmons has invited trustees to attend their committee meetings and she suggested a schedule be developed for trustees to attend meetings next year.
- Trustee Krahulik noted that Mr. Simmons and Mr. Berkman both stressed that the County is depleting their own balance at this point and with the 2% tax cap, once the County consumes their fund balance, funds will not be available.
- Chair Wolfe reported that the legislators requested that the College give the County a 5-year financial plan.
- Trustee Ullrich suggested that having trustees attend the Education committee meetings will ensure that the College has adequate advocacy for the College at the Legislature. In addition, trustees can provide updates to the legislature regarding the College.

### **Committee of the Whole:**

#### **Global Studies Department Update: Paul Basinski, Global Studies Department Chair**

Professor Basinski gave an overview of the Global Studies Department, noting that the department itself is relatively new, becoming a department of its own in the fall semester of 2007. He gave the following update:

- Global Studies Department concentrates on broadening the student's knowledge and bringing the world to students to give them a larger perspective.
- Global Studies covers the following four areas specifically: Political Science, History, Economics and Foreign Language.
- The Global Studies Department offers many general history courses, but also upper division history courses that cover regions such as Latin America and African history.
- Foreign language was not a large program when housed by the English Department however as part of the Global Studies Department, it has grown in the last six years significantly. There are a number of Spanish classes, German, French, Italian and Mandarin Chinese as well.
- The faculty in the Global Studies Department is very diverse in background and the department is very proud of their faculty and their broad-based knowledge of many cultures.
- An International Studies degree program was founded by Dr. Demos Kontos and Professor Barry Kass and the degree program has on average 15-20 students in this program.
- The department handles approximately 100 courses per semester with roughly 20 students per course. Of the approximate 7,000 students (full and part-time) at SUNY Orange, Global Studies will typically instruct about 4,000 of those students. The department employs 30 full and part-time Faculty.
- In the fall semester, special topics courses are offered, such as a "Campaigns and Elections" course offered every four years or so, covering political elections. Students enjoy following the political elections and making predictions, with an election night watch party and a post-election analysis.
- Global Initiative programs have been done for 5 cycles. This is a college-wide series of lectures, symposiums, and cultural events on a particular region, such as Latin America, Asia and the theme of our own Sustainability was also covered. The next global event will cover the region of Africa next semester and trustees are invited to attend events.
- The Global Studies Department contributed to the work done in the Gilman Center, working with Rich Heppner and meeting with Congressman Gilman on a number of occasions. The department has a vested interest in the Gilman Center and in making sure that the collection is accessible and available to students, the community, and the others around the world.
- International trips have been coordinated by the department over the last several years for students, staff, faculty and community members to such places as the United Kingdom, France, and most recently Germany and Austria.

- Professor Basinski had the opportunity to visit Muscat, Oman last year for two weeks, along with other academics from the Hudson Valley. They met with ministers of higher education there to offer advice, assistance and support.
- Trustee Ullrich inquired about scholarships for international travel for students who would like to travel but are unable to afford it. Professor Basinski noted that the initial travel fund of \$5000 was disbursed to needy students and Tri-Star tours, in Staten Island, has recently contributed \$1000 to that fund. The department is always seeking additional monies for students to have the opportunity to travel. The students receive 3 credits of liberal education field study for these trips.

**X. COMMENTS FROM THE PUBLIC: N/A**

**XI. BOARD DISCUSSION: N/A**

**XII. EXECUTIVE SESSION: N/A**

**XIII. BOARD ADJOURNMENT**

At 5:25 PM, a motion was made (Anthonisen/Hunter) to adjourn the meeting.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board

***NEXT BOARD MEETING  
Tuesday, May 14, 2013  
Great Room, Kaplan Hall, Newburgh Campus***