

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING
Tuesday, December 13, 2016
Gilman Center, Library
Middletown Campus**

Present: H. Ullrich, J. Wolfe, F. Watson, T. Hunter, B. Krahulik, G. Mokotoff, S. Laden

Absent: D. Benson, M. Murphy

I. CALL TO ORDER – Chair Ullrich called the meeting to order at 5:15 PM.

II. CONSENT AGENDA

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from October 19 and November 9, 2016
- B. Approval of Petty Cash Reimbursements and Financial Statements for October and November 2016
- C. Approval of Tenure Recommendations:

<u>Faculty</u>	<u>Department</u>
Stephanie Wish	English
Vincent Marasco	Behavioral Sciences
Kaitlin Curry	Mathematics

III. A. PRESIDENT'S REPORT – Dr. Kristine Young

- President Young reviewed the recent bomb scare incident at the Middletown Campus on November 9. In particular, she noted that the New York Alert system failure was troubling as the system is relied upon to inform the College Community when this type of event occurs. President Young sent a very concerned letter to the New York Office of Information and they responded within 24 hours. A follow-up conference call was held between SUNY Orange and the NY Office of Information and President Young is confident that the organization has taken responsibility for the failure and will do everything possible to make sure that this does not happen again.
- It is anticipated that an RFP will come out sometime over the holidays for the Liberty Partnership program which the College hopes to partner with Newburgh Free Academy and the Boys and Girls club at Newburgh. The grant will be written in the next month or so to better reflect the goals of the College, in preparation for submittal.

B. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Paul Basinski

- Planning and Budgeting is underway and the PBIE Committee has been active in the process.
- Executive Committee met with SAVP Soscia who is leading a group looking at experiential learning and he reviewed the types of Applied Learnings the College does on a daily basis.
- The Bomb threat last month was a regrettable incident and while there were many positive actions taken by the Emergency Management team, there were some complaints from the College Community. Ed Kiely and the security staff did a really good job working with the Middletown Police and bomb-sniffing squad and the all clear was given at 4:30 PM. Mike Albright's communications to both campuses were very clear and the re-convening of the

Emergency Management team afterwards was a productive meeting. Some employees felt that, in addition to the NY Alert system issue, the campus should have been evacuated sooner. Also, more security was needed in parking lots and speaker system was not clear.

Chair Ullrich notes that she felt the incident was handled well by the Emergency Management team and Dr. Young. Dr. Young will ensure that the speaker issue is addressed.

C. REPORT OF THE STUDENT TRUSTEE – Shane Laden

Trustee Laden noted that students are very busy with end of semester finals and he did not have more to report.

Chair Ullrich reported on a discussion in the Audit and Finance committee meeting regarding use of student fees, noting that Trustee Laden had an alternative proposal to share. A discussion ensued and Chair Ullrich requested that Trustee Laden and President Young meet to discuss the proposal further and report back at the January meeting.

D. College Association - Vinnie Cazzetta, VP for Institutional Advancement

VP Cazzetta updated the board as follows:

- The recent College Association audit was clean and auditors gave their seal of approval.
- The Association discussed finances related to auxiliary services such as the book store and food services noting that food services will be outsourced and an RFP will be done to determine what book store services may be available. VP Cazzetta is confident that issues with food service and book store cash flow will be resolved. He will provide more information at the next board meeting.

D. Foundation Board – Terry Saturno, Foundation Board President

Ms. Saturno introduced both Rich Rowley, Past Foundation Chair and John Rath, Vice Chair of the Foundation and the group presented a comprehensive overview of the Foundation Board from its history to the work being done today. The presentation in its entirety is attached as Addendum #1 to these minutes however the following are some highlights of the presentation:

- In the past decade, the Foundation's Net Assets have increased from \$2,910,448 in 2007 to a Net Asset Balance of more than \$19 million currently.
- External Roles of the Foundation are: Raise Money, Protect Donor Rights, Student and College Advocacy, and Strengthen the College Image.
- Internal Roles of the Foundation are: Address Student and College needs, Steward Gifts, and Manage Resources
- Strategic Priorities:
 - Priority 1 – Focus on Strategic Growth and Diversification of Fundraising
 - Priority II – Foster Scholarship Growth
 - Priority III – Aligned and Coordinated Marketing and Advocacy
 - Priority IV – Goal and Outcome Determined Program Support
 - Priority V – Stable and Sustainable Organization Growth
- Support to the College between 2012-2016
 - \$6,360,400 (Salary, Fundraising, Scholarships, Program support, Capital Projects)
 - Salary Support: \$322,421
 - Fundraising: \$183,637
 - Scholarships: \$1,474,878
 - Program Support: \$879,465
 - Capital Projects: \$3.5 Million

The Foundation recognized the good work, leadership, and guidance of VP Cazzetta since 1999.

Past Chair Rowley noted that he, Nick Illobre, Chair Ullrich and President Young worked collaboratively on the Foundation M.O.U which the board of trustees would later vote on. He thanked all for their work and for the cooperative process in which the M.O.U was developed.

- IV. OLD BUSINESS:** Trustee Krahulik was requested by Chair Ullrich to form a committee to review the College Policy Manual. This will likely be a 6 month process and Trustee Krahulik will reach out to key members of the College community to be on this committee. He asked that this item appear under Old business each month.

V. NEW BUSINESS:

1. Approval of Resolution No. 3: MOU between SUNY Orange Foundation and Orange County Community College

A motion was made to approve the MOU between SUNY Orange Foundation and Orange County Community College

Krahulik/Watson
Unanimous

VI. BOARD CHAIR COMMENTS:

- Chair Ullrich reminded all about the OCCF and BOT's Holiday party to be held on Thursday, December 15 at 5 PM in Morrison Hall.

VII. COMMITTEE REPORTS:

Academic and Student Services Committee:

Trustee Murphy will report at the January meeting.

Audit and Finance Committee:

- Vice Chair Krahulik noted that the financial report is in alignment with the 2017 budget and a slight reduction is anticipated in fund balance. If expenses are further cut, perhaps no reduction.
- The Office of the State Comptroller is on site performing an audit of the College and Vice Chair Krahulik attended their meeting. The College financial administrators indicated that this is a good process and the College may learn something from the audit and benefit from embracing the recommendations.

Residence Hall Task Force:

- Trustee Wolfe noted that a meeting was held at the County Executive's office and an organization was there to present on housing, which will be presented at a later date.
- The next meeting will be held on January 23 and the committee will formulate questions to be asked at visits to other community colleges that have residency options.
- Trustee Wolfe requested that Ms. Murray reach out to Sue Deer, Provost and Executive Vice President at Rockland Community College, and invite her to attend the January meeting.

VIII. COMMENTS FROM THE PUBLIC: N/A

IX. BOARD DISCUSSION:

- Trustee Wolfe noted that she, Pam Quinn, VP Cazzetta and Mike Albright are working on the plan for a memorial event for Dr. Richards to be held on April 20, 2017. The group will meet again in January.

X. BOARD ADJOURNMENT: At 6:35 PM a motion was made to end the meeting and enter into Executive Session

Krahulik/Laden
Unanimous

XI. EXECUTIVE SESSION: The board entered into Executive Session at 6:35 PM for the purpose of discussing employment/legal issues. President Young later reported that the Executive Session ended at 7:05 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

NEXT BOARD MEETING

*Wednesday, January 18, 2017
Board Room, Tower Building
Newburgh Campus
5 PM*