

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING
Wednesday, January 20, 2016
Board Room, Tower Building, Newburgh Campus**

Present: Chair H. Ullrich, Vice-Chair M. Murphy, Secretary F. Watson, L. Preedom, T. Hunter, D. Benson (via phone)

Absent: J. Wolfe, R. Krahulik, G. Mokotoff

I. CALL TO ORDER – Chair Ullrich called the meeting to order at 5:04 PM.

II. CONSENT AGENDA

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from December 16, 2015
- B. Approval of Petty Cash Reimbursements and Financial Statements for December 2015
- C. Approval of Appointment Memo

| <u>Faculty</u> | <u>Discipline</u> | <u>Effective</u> |
|------------------|----------------------------------------------------------|------------------|
| Michelle Ascione | Instructor Diagnostic Imaging Full-time, temporary | Spring 2016 |

D. Approval of Retirement Memo

| <u>Faculty</u> | <u>Discipline</u> | <u>Years of Service</u> | <u>Effective</u> |
|----------------|-------------------|-------------------------|------------------|
| Robert Moody* | Mathematics | 24 | May 20, 2016 |

*At the same time, the Board granted the approval of Professor Emeritus for his 24 years of dedicated service to the College.

A motion was made to accept consent agenda for approval.

Hunter/Benson
Unanimous

At this time, Chair Ullrich noted a change in the order of agenda and referred to Item #1 under New Business: Approval of Updated B.P. 5.6: Accreditation. Chair Ullrich informed the committee that the policy, discussed at the last board meeting, had been considerably expanded. She asked for a vote on the updated policy and all were in favor; motion passed.

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

- Reminder to all that Advocacy Day is scheduled for March 2nd in Albany. A group from SUNY Orange will be attending, which currently includes president, board chair, VPIA, Alumni representative, student and faculty member. Anyone else who is interested in going should contact VP Cazzetta.
- President Young visited with Mayor Kennedy today regarding the mayor's vision for the City of Newburgh. They discussed the Leyland property and Mayor Kennedy noted that the City of Newburgh has also been discussing acquisition of the property. The College will not pursue at this point and President Young will report again if/when there is more information.

- The Bridges program did not start at the beginning of spring semester however VP Moegenburg and President Young gave permission for a mid-February full curriculum start if enrollment is sufficient to do so. Patty Bassey is confident that there will be good attendance in the fall semester.
- President Young reviewed the Chancellor's State of the University report noting that the report mostly addressed goals that have been identified in the past. One highlight of the report was an unveiling of on-line, web-based clearing house for SUNY students containing Internship opportunities. In addition, predictive analytics, to identify students who are struggling, will be available to all SUNY campuses. The Chancellor also mentioned the position of Chief Diversity Officer that she is proposing for all SUNY schools. Chair Ullrich noted the SUNY Orange board of trustees would make this decision, after reviewing with the president.
- President Young reviewed the Governor's recent Budget proposal. On SUNY Advocacy Day the SUNY Orange group will advocate for an increase of \$250 per FTE. There is a job-linkage grant available through SUNY, tied to credit hours, but the funding is based on participation in Community College councils. \$11 Million has been allocated and tied to Governor's Initiatives of Clean Energy and Apprenticeship program. GAP funding has been cut by approximately \$40/\$50 for development student assistance and SUNY will advocate to restore the funding. All 5 of SUNY Orange's capital projects were approved.
- Enrollment is down by approximately 5% but this is the case for our sister colleges also. President Young noted that she met with Vice Presidents to begin a dialog regarding summer offerings, for possibly adding courses that students may need over the summer. Trustee Preedom suggested that Veterans are another group the college may want to increase marketing efforts to. Veterans receive a generous housing allowance when enrolled, therefore this is an incentive to obtain a degree.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – (Read by Diane Bliss for M. Tubbs)

- The first Assembly meeting of the spring 2016 semester was held last Wednesday, January 13th. At this meeting, Executive Committee proposed, and the Assembly approved, the creation of an ad hoc committee to proactively research and address emerging education initiatives in collaboration with similar committees at our sister community colleges and the FCCC's Education Initiatives Committee.
- The Executive Committee's rationale for creating such a committee is that much time, effort and attention has been spent responding to the initiatives that have been directed to us by SUNY or the State, often with very tight and unrealistic timelines. We are usually reacting, instead of proactively working to determine the impact, benefit, consequences, etc. of these initiatives. Hence we are not able to speak to the positive or negative impact of initiatives before they are forced upon us and have little influence on if or how the initiatives progress. Creating this committee at SUNY Orange, as well as the other SUNY community colleges, will allow us to direct SUNY initiatives to the attention of governance standing committees in a more timely and proactive manner and will establish formal communications with similar groups on other campuses who are collaboratively researching an initiative with us or who may be researching initiatives that our campus committee is not. It will also allow us to better inform institutional decisions, responses, processes and practices regarding these initiatives.
- The anticipated timeline for this ad hoc committee is this semester and next academic year. Next spring we will take a look at the impact and benefits of this committee and see if it is worth considering having this committee exist as a standing committee.
- The administration (President Young in collaboration with the Vice-Presidents) has responded to the recommendation from the Faculty & Staff Development Committee regarding conference funding. In summary, the response includes:
 - An explanation of the process for faculty & staff to apply for conference funding.
 - A commitment to communicating the amount of money allocated for conference use at the start of each academic.
 - An explanation that conference funding will be provided primarily for conferences related to regulatory and compliance changes, and secondarily for conferences that support the College Strategic Plan and SUNY Excels initiatives.

- An added step of the conference attendee updating his/her supervisor on the conference content upon return from the conference and that being shared with the appropriate constituents.
- On the agenda for the remainder of the 15-16 academic year, Executive Committee plans to do the following:
 - Complete the revision of its Procedures Manual.
 - Establish practices that re-engage the PBIE Committee (Planning & Budgeting for Institutional Effectiveness Committee) in the college's planning & resource allocation activities.
 - Contribute where and when it can to assist the institution in addressing the suggestions, recommendations & requirements from our MS Self-Study.
 - Continue with its next round of committee assessment.
 - Finish developing and administer an institutional governance feedback survey.
 - Conduct elections to determine the next Governance President & VP and FCCC Delegate & Alternate Delegate.

V. REPORT OF THE STUDENT TRUSTEE – Larry Freedom

- Student Senate and the Board of Activities held a retreat at YMCA Camp in Sullivan County and it was well attended. Much team-building exercises were done.

Chair Ullrich noted that there was good collaboration between the College Association board and student government for the recent work done on the student activity fees policy.

VI. OLD BUSINESS: N/A

VII. NEW BUSINESS:

See above

VIII. BOARD CHAIR COMMENTS:

- Chair Ullrich reviewed the recent SUNY resolution regarding Community College Councils and noted that the scope of this work is wide. She plans to attend Advocacy Day to support the increase in FTEs, but will also speak to representatives about community college councils. She met with other SUNY college trustees in September and there is a great deal of resistance from many community colleges. A trustee will need to be appointed to sit on the Community College council for SUNY Orange and Chair Ullrich asked that trustees let her know if they are interested. Ultimately, she will need to appoint a trustee. Trustee Benson offered to assist but suggested two trustees represent, one inside the county and one outside the county. She and Chair Ullrich will discuss.

IX. COMMITTEE REPORTS:

Academic Programs and Services Committee: Trustee Murphy will report at the February meeting

Audit and Finance Committee: No report given

X. COMMENTS FROM THE PUBLIC:

- Professor Diane Bliss, FCCC Delegate for SUNY Orange, noted that the FCCC has been diligently following the progress of the Community College councils and encouraging advocacy at the local level, by county legislators since the county is a stakeholder also.

- Professor Bliss also noted that the FCCC Spring Plenary will take place at Niagara Community College in April.
- Trustee Watson inquired as to whether there were updates on student housing conversations with the City of Middletown. President Young reported that nothing further has been discussed with the Mayor, however Jonathon Drapkin, Pattern for Progress, requested a meeting with her this week. President Young will report back after that meeting.

XI. BOARD DISCUSSION: N/A

XII. EXECUTIVE SESSION: N/A

XIII. BOARD ADJOURNMENT: At 5:50 PM, motion was made to adjourn the board meeting and begin the Committee of the Whole

Murphy/Watson
Unanimous

Committee of the Whole Presentation:

Information Technology Update

Brian McDonald, CIO

Mr. McDonald gave a comprehensive report on the state of IT at the College, noting the following:

- SUNY ITEC Assessment Overview is consistent with Mr. McDonald's findings and was reviewed today
- A detailed timeline with recommendations was distributed
- A copy of the presentation has been included with these minutes as Appendix 1)
- Infrastructure issues are significant and must be repaired from the bottom up
- Needs will be extensive for 2016 and beyond, with approximately \$3 - \$3.5 Million needed for equipment
- A full price for equipment will be reported to President Young by the end of February at which time budget needs will be discussed.
- Financial resources will be needed for this year and for subsequent years in order to sustain equipment

Trustees were encouraged to contact Mr. McDonald if there were further questions and Mr. McDonald offered to report again in the future if the board requests.

Committee of the Whole meeting ended at 6:20 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

***NEXT BOARD MEETING
Wednesday, February 17, 2016
Music Room, Morrison Hall
Middletown Campus
5 PM***