

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING AND RETREAT
WEDNESDAY, JUNE 13, 2012, AT 8:30 AM
WINDING HILLS GOLF CLUB**

Present: Chair J. Wolfe, Vice Chair H. Ullrich, A. Anthonisen (via Skype), R. Krahulik, T. Hunter
Secretary M. Murphy, G. Mokotoff, J. Lewis (Student Trustee Elect)
Absent: E. Cruz, S. O'Donnell

I. CALL TO ORDER - Chair Joan Wolfe called the meeting to order at 8:35 am.

II. CONSENT AGENDA

Chair Wolfe requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from May 9, 2012
- B. Approval of Petty Cash Reimbursements and Financial Statements for May 2012
- C. Approved Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
<u>Management Confidential:</u>		
Jose Bernier	Vice President and Chief Information Officer	July 16, 2012- August 31, 2013
<u>Faculty:</u>		
Andrew Magnes	Instructor, Year 2, Architecture Technology Full-time, temporary (Re-appointment)	July 16, 2012- AY 2012-2013
Niccole Massaro	Instructor, Year 2, Dental Hygiene Full-time, temporary (Re-appointment)	AY 2012-2013
Josh Lavorgna	Instructor, Year 2, Mathematics	AY 2012-2013
Helen Heifer	Instructor, Year 2, Behavioral Science Full-time, temporary (Re-appointment)	AY 2012-2013
Christine Leroux	Instructor, Year 1, Mathematics	AY 2012-2013
Samuel Dillon	Instructor, Year 1, Biology	AY 2012-2013
Scott Graber	Instructor, Year 1, Mathematics Full-time, temporary	AY 2012-2013
Patricia Vuolo	Instructor, Year 1, Nursing	AY 2012-2013
Suzanne Lindau	Instructor, Year 1, Nursing	AY 2012-2013
David Hattenbrun	Instructor, Year 1, Nursing	AY 2012-2013

D. Approved Promotions

<u>Faculty</u>	<u>Discipline</u>	<u>Rank Approved</u>
Eric Brooks	Business	Professor
Jean Cowan	Global Studies	Professor
Melody Festa	Biology	Professor
Daryl Goldberg	Business	Professor
Candice O'Connor	Arts and Communication	Associate Professor
Nadia Rajs	Med Lab Tech	Associate Professor
Douglas Sanders	Behavioral Sciences	Professor
Ann Sandor	English	Associate Professor
Thomas Stack	Business	Professor
Michelle Tubbs	Math	Professor
Joseph Zurovchak	Biology	Professor
		Ullrich/Krahulik
		Unanimous

III. **President's Report:**

- The Morrison Lab School will be at the point of substantial completion in a week or so.
- Nadine Girardi, the newly hired Lab School director, will supervise both the Middletown and Newburgh Lab Schools.
- The dedication for the Morrison Lab School will take place on October 17, 2012 at 4 PM.
- Jose Bernier has been hired as Vice President and Chief Information Officer and will begin in July.
- Senator Gillibrand recently visited our Newburgh Campus to conduct a brief forum and announce recent legislation approved for Veterans.
- Over the summer, the President's Office will be reviewing the Trustee Orientation manual and revising. A section will be added for Technology at the College.

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

- The research project report on shared governance structure at multi-campus community colleges will be received from the Education Advisory Board next week.
- The last Assembly meeting for AY 11/12 was held on May 15th and with a quorum available, a vote was conducted on reducing the Quorum for Assembly business. The Assembly membership voted overwhelmingly in favor of reducing the Assembly quorum to 33% of the Assembly membership.
- The PBIE Committee completed assessment reports for the 2nd, 3rd & 4th prioritization cycles (for initiatives approved for the AY 08/09, 09/10 & 10/11.) These reports were presented to Executive Committee by Cory Harris on May 15th and forwarded to President Richards to be shared and discussed with Cabinet and the college community.
- End of the year reports have been completed for all 15 governance standing committees, including the Executive Committee of Governance. These reports are accessible on the P: Drive.
- Executive Committee held its retreat on May 15th to reflect on its work and accomplishments for this AY and identify priorities and goals for the AY 12-13 as follows:
 - Determine the appropriate governance structure for SUNY Orange as a multi-campus institution.
 - Address the specific recommendations from the final report of the Ad Hoc Committee on Governance.

- Follow through with recommendations that resulted from reviewing and discussing the Governance committee survey response so that the committees will function more effectively as a whole.
- Finalize & adopt an Executive Committee Procedures Manual.

V. REPORT OF THE STUDENT TRUSTEE – Erica Cruz

No report – Ms. Cruz was not in attendance.

VI OLD BUSINESS – None

VII. NEW BUSINESS

1. A motion was made to approve Resolution No. 18 – Approval of Capital Projects for 2012-2013

Anthonisen/Hunter
Unanimous

2. A motion was made to approve Resolution No. 19 – Approval of Change to BOT Schedule for AY 2012-2013

Mokotoff/Anthonisen
Unanimous

3. A motion was made to accept the Fiscal Year 2012-2013 Budget

Ullrich/Krahulik
Unanimous

4. A motion was made to approve change in language to Strategic Priority III

Anthonisen/Hunter
Unanimous

5. A motion was made to accept changes to Board bylaws and Committee Charters

Krahulik/Ullrich
Unanimous

6. A motion was made to reaffirm the Board's Approval for Establishment of Childcare/Lab School facilities at Newburgh and Middletown campuses.

Anthonisen/Mokotoff
Unanimous

VIII. BOARD CHAIR COMMENTS – Joan Wolfe

- Chair Wolfe thanked the board and committees for their dedicated work this past year and in particular the dedication of the Audit and Finance Committee for their work with the VP of Administration on the budget woes.
- Chair Wolfe thanked the board for attending the various ceremonies held throughout the year in Middletown and Newburgh.

- Chair Wolfe welcomed Janise Lewis, our student trustee for AY 12/13, who was in attendance today and will receive the Oath of Office at the September board meeting. Janise is the first student trustee who is a full-time student enrolled at the Newburgh campus.
- The SUNY Orange Foundation board will now have one or two representatives at the Board of Trustees meeting each month. The board will continue to have representation at meetings of the Foundation board. President Richards also noted that the board will meet for 2 social gatherings this Academic Year and for a joint meeting in March of 2013.

IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

- A summary presentation by the three resource development subcommittees was given. Each committee provided an update on measures taken since the joint meeting of the Board of Trustees and Foundation board members in March. A summary report will be created by Mike Albright based on these presentations and distributed to members of both boards. Emphasis on cost savings and reductions will continue to be the topic of future meetings between the Board of Trustees and Foundation board.
- Trustee Krahulik noted that the Audit and Finance committee has been meeting on a monthly basis and overseeing budget procedures. The committee is reviewing the procedures for the College budget and is currently reviewing bids from perspective auditing firms in keeping with the College policy to change auditors every 3-5 years.
- Trustee Ullrich noted that the Academic and Student Services committee met and completed a substantial review of the Committee Charter. The committee requested that they have earlier notice of requests for tuition increase.

X. COMMENTS FROM THE PUBLIC

XI. BOARD DISCUSSION

XII. EXECUTIVE SESSION

XIII. BOARD ADJOURNMENT

At 9:30 AM, a motion was made (Hunter/Anthonisen) to adjourn the meeting. The board remained for discussion of the Board of Trustee evaluation survey and President's evaluation survey completed by all trustees during the spring semester.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

NEXT BOARD MEETING

***Monday, September 10, 2012
4 PM – 5:45 PM
Tower Building, 5th Floor, Board Room***