

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MONDAY, MARCH 11, 2013, 4 pm
Board Room, Tower Building, Newburgh Campus**

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

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

Chair Wolfe welcomed members of the Foundation Board who were in attendance: Rich Rowley and John Rath.

Chair Wolfe issued the Oath of Office to newly appointed student trustee, Brittney Flaherty.

Trustee Krahulik requested an Executive Session for the purpose of discussing personnel issues. Chair Wolfe then requested a motion to move Item XII Executive Session up in the agenda for discussion of a personnel issue.

A motion was made to move to Executive Session.

Ullrich/Anthonisen
Unanimous

At 4:26 PM Executive Session was adjourned and the regular board meeting began.

II. CONSENT AGENDA

Chair Wolfe requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from February 11, 2013
- B. Approval of Petty Cash Reimbursements and Financial Statements for February 2013
- C. Approval of New Academic Program: A.S. in Public Health – Approved conditionally pending further approval from the Curriculum Committee, SUNY, and NYSED.

A motion was made to accept consent agenda for approval.

Mokotoff/Krahulik
Unanimous

III. President's Report:

- Trustees have at their places a list of upcoming events for the spring semester.
- Commencement will take place on Saturday, May 18, at 10 AM and will be held indoors at the Physical Education Building, due to the construction at the Middletown Campus.
- A Post-Humous degree will be award to John Behler, who died tragically this semester. John would have graduated in May and therefore, his degree will be awarded to his parents and accepted by his father at Commencement.
- In the early fall, the College will host a political debate and invite candidates for County Executive to participate. This event will be hosted by the League of Women Voters and our Global Studies Department.
- The Center for Teaching and Learning will offer one or two graduate courses; one in May and another possibly over the summer, each awarding 3 credit hours to participants.
- Professor Steve Winter will be our Faculty speaker at Commencement. Steve is marking his 50th year as a tenured faculty member and remains very active in the Business Department.

- The SOARS (SUNY Orange Students Achievements in Research and Scholarship) Conference was held on Saturday, March 9th, for the first time at our campus, and the event was a great success. A video may be available for trustees to view at a future board meeting.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Michelle Tubbs

- Executive Committee has approved a revised charge for the Committee on Institutional Diversity & Equity that more clearly identifies the purpose and responsibilities of the committee. The revision process allowed the college community to provide input regarding the revised charge. The approved revised charge was presented to the college community at the Assembly meeting.
- Nominations have been received for the four governance positions that have terms expiring (Governance President, Governance Vice-President, FCCC(Faculty Council of Community Colleges) Delegate & FCCC Alternate Delegate). Nominations for these positions were received between February 11, 2013 and March 6, 2013. Members of the College Assembly will vote electronically the week of March 25th.
- Executive Committee has proposed revisions to the introduction, definitions and Articles II-V in the Governance Constitution & By-Laws which pertain to the Purpose & Objectives of our College Governance System, the Membership of Assembly, the Right to Vote at Assembly and the Presiding Officer of Assembly meetings. These revisions were discussed at the Assembly meeting today. If appropriate they will be revised based on discussions & feedback. They will be voted on at the April 15th Assembly meeting.
- The Social Committee is planning the following two college events for the Spring semester: Appreciation Awards – Thursday 4/18, 3-5 pm, Shepard Center Fireplace Lounge.
Retirement Recognition Ceremony – May (Exact date to be determined).
All trustees are invited to attend these events.

V. REPORT OF THE STUDENT TRUSTEE – Brittney Flaherty

- *Collaboration Between Campuses:* A committee has been organized for this year's spring semiformal event. The semiformal is thrown to honor club advisors on both campuses.
- *Student Senate Membership:* The Middletown Senate members are: President, Brittney Flaherty; Vice President, Jake Kalish; Treasurer, Yemissi Kifouly; and Secretary, Diana Parisi. The remaining Senators are Sandy Aulet, Michael Rohan, Luis Espana, Joseph Credendino, Kyle Dieterle, and Jonathan Pearson. Middletown Senate also has three Senator-At-Large positions filled: George Panzoni, Monica Weinrich, Saritza St. Thomas.
- Middletown Senate will be hosting a Senate awareness event this Thursday during the student activity hour to promote the organization on campus and to inform students of the purpose and scope of student government.
- The Newburgh Senate consists of: Treasurer Adam Harrison, and Secretary Danny Torres. The remaining Senators are Amanda Quintana, Tara Giampaolo, Alex De La Rosa, Steven Forester and Matt Romano.
- The Newburgh Senate is currently holding elections to fill existing voids.
- *Student Senate Scholarships:*
Both Senates have created a \$500 scholarship which will be awarded to a returning student on each campus. In order to be eligible, the student must be proactive on campus and demonstrate outstanding leadership qualities along with maintaining academic excellence.
- *Board Of Activities:* The upcoming BOA events for this month are as follows:
Tuesday, March 12th: Bingo (Newburgh)
Wednesday, March 13th: Egg Hunt (Both Campuses)
Friday, March 22nd - Sunday, March 24th NACA Convention, hosted at East Stroudsburg University in Pennsylvania.
Tuesday, March 26th: Six Appeal Acapella group (Middletown)

VI OLD BUSINESS – N/A

VII. NEW BUSINESS

Roz Smith, Vice President for Administration and Finance, introduced Thomas Kennedy and Leslie Tillotson from O'Connor Davies, the College's Auditing firm. They proceeded to give an overview of the College's Compliance Report for year ending August 31, 2012.

A discussion ensued regarding detail of the report and motion was made to approve the Auditors Report.

Krahulik/Hunter
Unanimous

A motion was made to approve Tuition and Fee Schedule for AY 2013-2014

The status of the 2012-2013 budget was reviewed along with cost savings measures and budget challenges for AY 2013-2014. After discussing two scenarios constituting either a \$200 tuition fee increase or a \$300 tuition fee increase, the Audit and Finance Committee submitted their recommendation to approve a \$300 tuition fee increase, based on the financial health of the College.

A motion was made to approve a \$300 tuition fee increase

Krahulik/O'Donnell
Approved 8/Opposed 1
Motion carried

Upon review of the Fee Proposal for AY 2013-2014, trustees noted that the health professions fee was not included on the fee schedule. Discussion ensued regarding the \$125 health professions fee and the need to increase this fee to \$175. VP Smith will revise the fee proposal to include the Health Professions fee.

A motion was made to approve the Fee Proposal for Academic Year 2013-2014 and to include an increase of the Health Professions fee to \$175.

Krahulik/Ullrich
Approved 8/Opposed 1
Motion carried

A motion was made to accept revisions to BP 2.27: Code of Professional Ethics

Trustee Krahulik and Trustee Ullrich expressed concerns with the wording of the revision regarding the use of Social Media. After some discussion, President Richards suggested that the revision and policy be reviewed further by Trustee Krahulik and Trustee Ullrich and that they make recommendations for language. This item was tabled for discussion once this review has been done and recommendations are given.

VIII. BOARD CHAIR COMMENTS – Joan Wolfe

N/A

IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Audit and Finance Committee:

Trustee Krahulik reported that the Audit and Finance Committee met with the auditing firm, O'Connor Davies, and reviewed the College's finances prior to the board meeting. In addition, the committee evaluated several different scenarios regarding possible tuition increases, which were provided by VPAF Smith. Issues of decrease in enrollment and the uncertainty of the amount of support from the County and the State were discussed at length. While many efforts have been made in the area of cost savings and resource development, the need to increase tuition is apparent.

The Foundation Board was credited for their hard work in increasing scholarships through the Foundation Board.

Academic and Student Services Committee:

Trustee Murphy gave the following report and commended both VPAA Perfetti and VPSS Broadie for the work that they have done to bring these two areas closer at SUNY Orange. The collaboration between Academic Affairs and Student Services is extremely important.

Updates from VP Broadie, Student Services:

- The Middletown Campus Student Center One-Stop design is complete and the committee reviewed. The Call Center may be more expansive than originally thought and the entire project is estimated at about a half million dollars.
- Data related to retention and registration was discussed and it was noted that students who register earlier, between April and June, perform better academically. Students who register later do not perform as poorly as originally thought. Restart workshops have proven to positively influence academic performance.
- *Principles of Good Practice for Student Affairs* was distributed which notes good practices for staff in Student Services.

Updates from VP Perfetti, Academic Affairs:

- The College received the SUNY Innovative Instruction Technology Grant (IITG) which allowed the College to focus on encouraging students, parents, and educational partners to better understand the assessment tool that is used to determine placement into developmental or college-level courses.
- The Associate of Science Degree in Public Health was presented to the Committee for recommendation to the Board of Trustees. Transfer and Career potentials were discussed and letters of support have been received from SUNY Albany and SUNY Old Westbury. The proposal is currently before the Curriculum Committee.
- The SUNY Orange Honors Program announced that seven of our students and two of our faculty have been selected to represent the College and program at the 2013 Northeast Regional Honors Council Conference on April 4-7.
- SUNY Orange students have been named to the All-State Community College Academic Team for Phi-Theta Kappa Honor Society. Eneida Post was named to the First Team and Nicholas Zazzi was named to the Second Team.
- The proposed Tutoring fee structure was discussed in light of the newly proposed fee that the Board will consider today. The fee is designed to support more widely available tutoring for our students and to eliminate the pay-as-you-go model that the College currently uses.

Open discussion at the Committee Meeting:

- The committee discussed the College's marketing efforts with regard to STEM (Science, Technology, Engineering and Math) in light of the new Center for Science and Engineering. The Associate Vice Presidents meet regularly with VPIA Cazzetta and they are working on a marketing plan to spotlight the new building.
- Committee board members recommended that the College reach out to the Latino community to increase their representation in our student body. VP Broadie shared current efforts and noted there has been an increase in this particular student population. Board members also commented that they are interested in diversifying the Board to make it more reflective of the community served and has held conversations with the Board Chair.
- The Board members of the committee expressed that they remain focused on exploring the option of residence halls for the College. They look forward to the feasibility study.

X. COMMENTS FROM THE PUBLIC:

- VPIA Cazzetta thanked the TD Foundation for providing \$15,000 to the College for the Restart Program which is an intervention program for SUNY Orange students who have been away from the College for at least one year. John Rath, a member of the foundation board of directors and the Senior VP and Group Manager for Commercial Lending for TD Bank was in attendance. TD Foundation and TD Bank are related but separate institutions.

XI. BOARD DISCUSSION

N/A

XII. EXECUTIVE SESSION: Moved to top of the agenda

XIII. BOARD ADJOURNMENT: The board meeting was adjourned at 5:25 PM. At this time, a joint dinner was held with the Board of Trustees and Foundation Board. President Richards gave a very informative presentation on "The Future of Higher Education"

Anthonisen/Krahulik
Unanimous

Respectfully submitted,

Carol A. Murray
Secretary to the Board

NEXT BOARD MEETING
Tuesday, April 9, 2013
4 PM – 5:30 PM
Gilman Center, Library, Middletown Campus