

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING & JOINT DINNER WITH FOUNDATION BOARD
Wednesday, March 16, 2016
Great Room, Kaplan Hall, Newburgh Campus**

Present: Chair H. Ullrich, L. Preedom, R. Krahulik, D. Benson, J. Wolfe, T. Hunter

Absent: G. Mokotoff, M. Murphy, F. Watson

I. CALL TO ORDER – Chair Ullrich called the meeting to order at 5:00 PM.

II. CONSENT AGENDA

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from February 17, 2016
- B. Approval of Petty Cash Reimbursements and Financial Statements for February 2016

A motion was made to accept consent agenda for approval.

Krahulik/Benson
Unanimous

III. PRESIDENT'S REPORT – Dr. Kristine Young

- President Young attended the Phi Theta Kappa/USA Today All-New York Scholars award ceremony on March 8th, recognizing outstanding students Alexander Mahon and Ross Pavelka.
- Congratulations to students Allyson Andryshak, Elaine Horton and Bryon Imbarrato who will receive the Student Chancellor Awards in Albany on April 5, 2016. Dr. Young will attend the ceremony.
- Congratulations to SUNY Orange 2016 President's Award recipients who received medals at the Assembly meeting held on March 14, 2016 in recognition of their outstanding contributions to the College. They are:
 - Laura Angerame (Excellence in Teaching)
 - Pamela Rice (Excellence in Teaching)
 - Andrew Heiz (Excellence in Librarianship)
 - Richard Guertin (Excellence in Adjunct Teaching)
 - Karen Reid (Excellence in Classified Service)
- The Medical Lab Technology Program had an incredible MLT and Phlebotomy site visit on March 15 and March 16. There were no concerns and congratulations to the department for an outstanding visit.
- The ACCT Annual Convention will be held in New Orleans in October and a call for presentations must be made by May 2nd should trustees want to present and/or attend. President Young is willing to collaborate with trustees on a presentation.
- Regarding increasing enrollment, summer enrollment is the immediate focus and students were surveyed in order to optimize courses that best fit their schedules and needs. VP Cazzetta noted that he and VP Brusati's office collaborated in creating many new aggressive marketing initiatives to reach out to current students and prospective students.
- A press release was distributed to board places regarding an upcoming lecture at the College, Promoting Civility in a Democratic Society, on Wednesday, 3/30 at 7 PM.
- Also at board places, there is an inventory of responses from other community colleges regarding their health insurance providers.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Diane Bliss (on behalf of Michelle Tubbs)

- Executive Committee recently approved and forwarded to President Young a recommendation from the CIDE (Committee on Institutional Diversity & Equity). While this recommendation contained a lot of feedback and suggestions the committee had gathered as a result of surveys administered and SWOTS conducted over the last year and a half, there were two key recommendations:
 - Create an easily accessible college-wide calendar that lists all non-class events at the college.
 - Provide direction and support for diversity issues & initiatives from the top.
- Michelle Tubbs has been selected by the FCCC (Faculty Council of Community Colleges) to serve as SUNY Orange's faculty rep on our regional Community College Council.
- Executive Committee is currently administering a governance survey to all full-time employees. The survey seeks feedback regarding general governance structure, functions & operations, Assembly meetings and governance committees. EC will begin to review the survey responses this spring and this will carry over to next academic year.
- Governance President Michelle Tubbs & FCCC Delegate Diane Bliss will be attending the FCCC Spring Plenary hosted by Niagara County Community College April 7th - 9th.

V. REPORT OF THE STUDENT TRUSTEE – Larry Freedom

- Student Senate voted on the Student Activities Fee policy and approved. A letter was sent to VP Cazzetta.
- Student Senate felt that the \$150 Tuition increase would not be an issue. There was a concern from International students who will pay out of state rate. Chair Ullrich noted that while their concerns are taken seriously, the policy cannot be changed.
- Middletown Student Senate, with support from Bob Glohs, will send out a food service survey to both campuses.
- Student Trustee Freedom introduced Jaime Morales, the College's newly hired Veterans Coordinator, and he noted that the Veterans on campus are very pleased to have her support. Ms. Morales has made great effort to meet people at the College and she has already collaborated with organizations off campus to provide support for Veterans.

VI. OLD BUSINESS: N/A

VII. NEW BUSINESS:

1. Auditor's Report: Tom Kennedy and Leslie Tillotson, PKF O'Connor and Davies

The auditors reviewed a presentation, financial statement and letter noting the responsibility of the auditors is to form and express an opinion that the College's financial statements are presented in accordance with GAAP (Generally Accepted Accounting Principles):

- Management and those charged with Governance are responsible for establishing and maintaining an effective internal control and complying with laws and regulations. Since the College receives federal funds, 2 additional opinions must be rendered: compliance with major programs and internal controls and their effectiveness. Both of these opinions were favorable.
- Also rendered on the financial statements, was an Auditor's "unmodified opinion" which was previously known as the auditor's clean opinion.
- GASB 68 is the Colleges recognition of TRS and ERS pension obligations. TRS is overfunded by 110% and TRS is underfunded by approximately 90%. The College, this year, implemented and reported its portion of those assets and liabilities.
- No significant unusual transactions

- No difficulties encountering and performing the audit and the auditors expressed appreciation for the courtesies extended by VP Hamburg, Comptroller Wagner, and President Young.
- Under internal control:
 - There were no material weaknesses or significant deficiencies
 - Other observations/comments were discussed with the audit and finance committee and they were capital asset tracking and a new GASB 68 (Governmental Accounting Standards Board) standard that will appear in a couple of year.

A motion was made to approve the Auditor's Report

Wolfe/Krahulik
Unanimous

2. Revised BP 2.18: Student Activity Fee

Chair Ullrich noted that, after some questions were raised about student activity fees last year, the College Association determined that the Student Activity Fee policy needed to be in conformance with SUNY guidelines. The College Association Board and a small sub-committee created a comprehensive Student Activities policy. The policy was given to the Student Senate for review and approval. The Student Senate has approved the policy and forwarded a letter noting this to the College Association. The policy will now give the Student Services Department more flexibility in the use of the funds.

A motion was made to approve suggested revision of BP 2.18: Student Activity Fee

Krahulik/Hunter
Unanimous

3. Revised BP 2.35: Firearms and Weapons on College Property

President Young noted that firearms are prohibited on campus however the policy is listed only in the student handbook. Students properly licensed have requested to carry a gun on campus. The president approached Shared Governance and they recommended BP 2.35, the policy which draws from the SUNY State Ops policy and provides board level policy to prohibit weapons on campus.

A motion was made to approve BP 2.35: Firearms and Weapons on College Property

Wolfe/Hunter
Unanimous

A discussion ensued regarding language in policy, with Trustee Krahulik inquiring as to whether it is actually a violation of state and federal law. He proposed that the language "violation of state and federal law" be removed. All agreed. After further discussion and research provided by AVP Hammond which confirmed that it is state and federal law, the board determined that the language should not be changed and remains as stated.

A motion was made to rescind the motion to change the languages and to go back to the original language provided by the Governance committee.

Wolfe/Hunter
Unanimous

4. Approval: Tuition and Fees for 2016-2017

Chair Ullrich noted that tuition and fees for AY 2016-17 must be approved in order to publicize to students applying for admission in the fall. At the last meeting, the board accepted a proposed budget with \$150 tuition increase, with a promise to lobby state legislators to raise the state contribution to the FTE. After several SUNY Orange representatives travelled to Albany on March 2, the Governors budget is flat and there is no additional money for community colleges. The Assembly is willing to give a \$130 out of their budget and \$50 will be given by the Senate. The total of \$180 is less than needed to keep tuition flat and Chair Ullrich requested a motion:

A motion was made to approve an increase in tuition of \$150 per FTE for AY 2016-17 with no increase in fees.

Krahulik/Benson
Unanimous

5. Resolution No.7: Bio-Tech Building/West Quad Renovations and Related IT Upgrades

President Young introduced CIO Brian McDonald and VP Hamburg to provide a dual presentation on the need and financial plan recommended to address the need for IT Infrastructure. The IT infrastructure is in a desperate situation in all aspects of IT. ITEC did a rigorous assessment and Mr. McDonald reviewed his assessment with the board in January.

A capital request was made by Dr. Richards in 2014, anticipating needs in the Bio-Tech building, after a call for capital project requests by Senator LaValle. Several projects were listed, including renovation of the BT building. This was approved in the 2015-16 budget with \$6.8 Million available based on \$3.4 million available from the state, with the condition that \$3.4 match would come from either the county or private donors. VP Hamburg noted that this is much less than the IT project will require and in the future, the funds will assist with other upgrades and critical needs of the Bio Tech building.

Mr. McDonald and VP Hamburg provided a comprehensive review of needs of the campus and the costs associated (presentation included as Addendum #1)

After the presentation, Chair Ullrich reviewed many of the problems that have transpired over the last few years with the College's IT system stressing the difficulties and need for improvement.

A motion was made to accept Resolution No. 7: Bio-Tech Building/West Quad Renovations and Related IT Upgrades:

Krahulik/Benson
Unanimous

Legislator Chris Eachus was in attendance and complimented the College's audit noting all statements were positive. He suggested that perhaps the entire legislature should hear the presentation and explanation regarding tuition increase.

Legislator Matthew Turnbull was also in attendance and suggested that the College share the information on IT with Commissioner James Burpoe.

VIII. BOARD CHAIR COMMENTS:

- Chair Ullrich noted that the Advocacy trip to Albany was not as successful as the College had hoped.
- The Sojourner Truth awards program was held on Friday, March 11th with over 500 students recognized by their schools. Both Chair Ullrich and Trustee Murphy attended and enjoyed the ceremony. The Foundation awarded (4) \$2500 scholarships to perspective students and Chair Ullrich thanked the Foundation Board. Chair Ullrich commended VP Brusati and her team on the wonderful job with the Sojourner Truth Award ceremony.

IX. COMMITTEE REPORTS:

Audit and Finance Committee: Trustee Krahulik reported the following:

- Meeting tonight mostly consisted of the report from Auditors.
- Trustee Krahulik congratulated VP Hamburg and her team for having no significant deficiencies and no material weaknesses identified in the report.
- Focus must be on long-term pension obligations which have been growing by the year as a result of county practices and it will continue to be a liability.
- The committee is very impressed with the auditors and discussed in detail the fact that they represent the College and the County and there are no conflicts.
- Revenue and Enrollment continue to decline.
- Some advances have been made in non-tuition revenue sources and congratulations to management for increasing revenue where possible.
- Revenue to date is 87% of budget which is a big shortfall but closing the gap with keeping expenditures under control

X. COMMENTS FROM THE PUBLIC: N/A

XI. BOARD DISCUSSION: N/A

XII. EXECUTIVE SESSION: N/A

XIII. BOARD ADJOURNMENT: At 6:25 PM, motion was made to adjourn (Benson/Krahulik) the board meeting.

At this time, the Board of Trustees and Foundation Board enjoyed a joint dinner and presentation by President Young on "Introduction to Certificates"

Respectfully submitted,

Carol A. Murray
Secretary to the Board

***NEXT BOARD MEETING Wednesday, April 20, 2016
Music Room, Morrison Hall
Middletown Campus
5 PM***