

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' MEETING  
Wednesday, May 17, 2017  
Board Room, Tower Building  
Newburgh Campus**

Present: H. Ullrich, D. Benson, S. Laden, T. Hunter, M. Murphy, Fred Watson

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

**I. CALL TO ORDER** – Chair Ullrich called the meeting to order at 5:05 PM

**II. CONSENT AGENDA**

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from April 19, 2017
- B. Approval of Financial statements for April 2017
- C. Approval of Appointments:

<u>Staff/Chair</u>	<u>Discipline</u>	<u>Effective</u>
Suzanne Baumann	Interim Assistant Director of Enrollment Support Services Staff and Chair Grade II <i>Emergency Basis</i>	April 17, 2017 Pro-rated 4/17/17 - 8/31/17
Naomi Daven	Interim Assistant Director of Academic Advising Staff and Chair Grade II <i>Emergency Basis</i>	June 19, 2017 Pro-rated 6/19/17 - 8/31/17

D. Approval of Retirement Memo:

<u>Management Confidential</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Ronnie Galletly*	Administration and Finance	20	August 24, 2017

\*At the same time, the board granted approval of the early retirement incentive for her 20 years of service and dedication to the College and students throughout her career.

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

- There are over 900 graduates this year and 503 will be walking in the Commencement ceremony.
- Celebrations have been held in many disciplines over the last several weeks and the College recognized retiring employees, others who reached milestones and 3 Faculty members who received Chancellor's Awards:
  - Heidi Weber, Chancellor's Award for Excellence in Teaching
  - Edward Leonard, Chancellor's Award for Excellence in Teaching
  - Michael Strmiska, Chancellor's Award for Excellence in Scholarships and Creative Activities
- Enrollment is down by 1% currently in relation to last summer.
- Enrollment for fall is only down 1% relative to last fall.
- The Chief Diversity Officer (CDO) search is in the final stages and should conclude in a couple weeks.
- The Chief Information Officer (CIO) search is underway and the College has contracted with Campus Works to assist with the search.

- IT Department is visiting all employees with computers in order to install “Ransom Wear” to make sure computer firewalls are secure.
- Over 200 apartments will be built on the waterfront in Newburgh near the College and Administration will look forward to meeting the developer.
- SUNY Ulster has announced a new Satellite campus in the town of Marlboro.

**B. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Paul Basinski**

- Executive Committee will have their retreat tomorrow.
- Administrative surveys will be given to standing committees to complete in order to compare how the committees are working.
- End of Year committee standing reports will be ready in a couple of weeks and Mr. Basinski will create a brief summary for the BOT for distribution at the June board retreat.
- Executive Committee received a number of recommendations over the academic year and these have been passed along to President Young.
- At the May 11 Assembly, several Academic Policies were reviewed as follows:
  - AP 25: Official Withdrawals
  - AP 22: Change of Program (Major)
  - AP 34: Change of Catalog Term

**C. REPORT OF THE STUDENT TRUSTEE – Shane Laden**

- No report given

**D. COLLEGE ASSOCIATION - Vinnie Cazzetta, VP for Institutional Advancement**

**Food Services:**

- The Director of Food Service is in clean-up mode currently, removing frozen foods and giving to local food banks. Mr. Glohs will do a walk-through with the Director of Facilities to identify equipment ownership. Any equipment belonging to the College Association will be liquidated.
- VP Cazzetta conducted a walk-through with the new vendor yesterday of all kiosk locations.

**Book Store:**

- The Book Store transition is in full swing with the final transition date slated for 6/22/17. The College is under contract with the vendor at this point in time.

**E. FOUNDATION BOARD – Rich Rowley, Past-Chair**

- The Foundation is in the midst of structure reorganization and with that has been busy with transition. A new software program has been implemented, there is a new office in Morrison Hall for the Foundation and the organization has grown rapidly and is headed in great directions. During the transition, fundraising efforts have slowed a bit, but will gear up again in the fall.

**F. SPECIAL REPORT – EXCELSIOR SCHOLARSHIP  
(Gerianne Brusati, VP for Student Services & John Ivankovic, Director of Financial Aid)**

VP Brusati gave a comprehensive report noting up-to-date information on the Excelsior plan which is slated to begin with the fall semester. She noted that updates and briefings continue to be received every day since April. VP Brusati’s presentation is attached as Addendum #1 and below are highlights:

- Effective in Fall 2017 for families with AGI up to \$100K
- Maximum award \$5,500 annually
- Applicants must meet general eligibility rules for all New York State Grant and Scholarship Programs with respect to residency, citizenship and HS degree status.
- Applications will be available on June 7 and applicants must also complete FAFSA and TAP application processes

- Excelsior Scholarship recipients must be charged 2016/17 tuition rates and rate will be frozen at 2016-17 rates for four years.
- Students must enroll in at least 12 college credits per semester and complete at least 30 college credits per year.
- Scholarship recipients must agree to reside in NYS after leaving college for the same number of years in which they receive the Excelsior Scholarship award.
- Participating colleges will receive reimbursement for the first semester. If a student loses eligibility between first semester and calendar year, the state will not reimburse the college; college may attempt collection from student.
- The link to HESC for interested students is [www.hesc.ny.gov/excelsior](http://www.hesc.ny.gov/excelsior)

Discussion ensued and Chair Ullrich noted that it is incumbent upon the trustees and administration to make sure students understand the Excelsior program before they apply. Full disclosure at the time of application is necessary and students should be made aware of other options should they not be eligible for the Excelsior scholarship.

**IV. OLD BUSINESS:**

**College Policy Manual:**

N/A

**Residence Hall Task Force:**

Trustee Wolfe will give an extensive update/report at the June Board retreat.

**V. NEW BUSINESS:**

- 1) Resolution No. 7: Resolution to Approve Updated Affirmative Action Manual for 2017-2020

***A motion was made to approve*** Resolution No. 7

All in favor  
Unanimous

**VI. BOARD CHAIR COMMENTS:**

Chair Ullrich reported the following:

- Thank you to Vice Chair Krahulik for chairing the April board meeting in her absence.
- Note from Helen Richards was read thanking the board for the naming of the William and Helen Richards Theatre at Orange Hall.
- A link to the BOT Self-Evaluation will be sent to board members and should be completed by May 31<sup>st</sup> so that the results can be tabulated before the June Retreat
- Committee members are needed for an internal committee to review companion Senate and Assembly bills. The College-wide committee will be once monthly to start and Helen Ullrich and Donna Benson were appointed to serve on the committee.

**VII. COMMITTEE REPORTS:**

**Academic and Student Services Committee:**

Trustee Murphy reported the following:

- Preparing students for transfer is a complicated process, however, 3800 students from 2016 are on track to attend 4 year institutions from the AS and AAS programs

- There were 82 schools represented at the fall transfer fair held at SUNY Orange and articulations are listed on the college website under advising.
- In AY 15/16, 42% of AA students, 51% of AS students, and 18% of AAS students went on to 4 year schools.
- The college is officially off warning per the recent MSCHE results and much progress has been made in the area of assessment. There was a tremendous cooperation between departments at the College, and the next visit is scheduled for 2022/23 which is a shorter cycle of 8 years.

**Audit and Finance Committee:** N/A

**VIII. COMMENTS FROM THE PUBLIC:** N/A

**IX. BOARD DISCUSSION:** N/A

**X. BOARD ADJOURNMENT:** The meeting was adjourned (Laden/Benson) at 6:25 PM.

**XI. EXECUTIVE SESSION:** An executive session was held, beginning at 6:35 PM for the purpose of discussing two legal matters. Trustee Benson later reported that the Executive session ended at 7:30 PM.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board

*Tuesday, June 6, 2017  
Board Meeting and Retreat  
8 AM Buffet Breakfast / 8:30 AM Meeting Start*

*West Hills Country Club  
121 Golf Links Road*