

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES  
 MEETING HELD WEDNESDAY, OCTOBER 14, 2009, AT 8:00 AM, MUSIC ROOM,  
 MORRISON HALL

Present: Chair J. Wolfe, Secretary M. Murphy, R. Krahulik, G. Mokotoff, S. O'Donnell,  
 C. Stoker, H. Ullrich  
 Absent: A. Anthonisen, R. Calderin, B. Hodge

I. **CALL TO ORDER** - Chairman Joan Wolfe called the meeting to order at 8:00 am.

II. **CONSENT AGENDA**

A motion was made to approve Consent Agenda items A – E. Murphy/Mokotoff  
 Unanimous

- A. Approved the Regular Meeting Minutes dated September 9, 2009.
- B. Approved Petty Cash Report in the amount of \$8.67 as presented.

C. Approved Staff and Chair Appointments

<u>Name</u>	<u>Title</u>	<u>Effective</u>
James Gill	IT Support Specialist I, Grade I	9/21/09*
*Salary will be prorated for the period 9/21/09 through 8/31/10		
Anne Sandor	Writing consultancy Coordinator 9 credit abated load for the academic year	AY 2009-10

D. Approved Management Confidential Title Change

<u>Name</u>	<u>Former Title</u>	<u>New Title</u>	<u>Effective</u>
Maryann Raab	Assistant to the President	Executive Assistant to the President	9/9/09

E. Approved the 2009 Fall Semester Adjunct Payroll

III. **PRESIDENT'S REPORT - William Richards**

- Last summer's four-day work week saved the College \$65,000. Planning for the summer 2010 four-day work week has begun. Human Resources will conduct a CSEA vote. Friday closing will begin the week of 6/7 through the week of 7/26.
- Student/Faculty Softball game and BBQ was held on Friday, 10/2. The staff team won with a final score of 15-5.
- Robust plans for the H1N1 flu are in place. In the event of a severe outbreak, the College will close.
- The 2009 Adopt-A-Family Committee's effort has commenced. During the holidays, the College staff donates gifts to approximately 70 families. Departments adopt families, purchase gifts and deliver them to the local community agencies for distribution to each family.
- Emergency Management Plan Update – Assistance for the planning process was received from the state, county and local fire and police departments. A major emergency practice will take place the week before commencement. The Orange County 911 center will assist with planning the event. Neighbors within several blocks of the College will be notified of the event. The purpose of the event is to test our plan. During the first week in June an evaluation summary will be received.
- Pepsi donated \$17,000 toward the College's new solar softball/soccer scoreboard.

#### **IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Diane Bliss**

- At the 9/28 Assembly, Dr. Jean Hudson, Commissioner of the Orange County Health Department, presented an in-depth report on the H1N1 flu. Since Assembly occurred on Yom Kippur, the meeting was video taped for those who were unable to attend.
- Mary Ann Vanbenschoten provided an update on the Beacon Conference scheduled for 6/4/10. The conference is for student scholars at two-year schools from the Mid-Atlantic States. Students submit research papers in various subject areas. Prizes are awarded to students who present an outstanding paper in each category.
- The Executive Committee is considering the wording of the charges to change the ad hoc Professional Recognition and Awards Committee and the ad hoc Sustainability Committee into standing committees.

#### **V. REPORT OF THE STUDENT TRUSTEE – Corrina Stoker**

##### **Student Senate:**

- Student Senate Election Results: Corrina Stoker was elected as the President. Four new senators and two senators-at-large were also elected.

##### **Campus Life:**

- The atmosphere on campus is electric. Ten new co-curricular clubs applied for funding status. Several students are sitting in on senate meetings, which is uncommon.
- Concerns were raised about the change in the activity hour in Newburgh. A survey is being circulated to restore the activity hour. To date, 150 students returned the survey and Trustee Stoker anticipates 500 survey responses.
- The senators will travel to the Newburgh campus to work on uniting student activities and issues at both campuses.

##### **SUNY Student Assembly**

- Trustee Stoker and Laurie Raskin are delegates to the SUNY Student Assembly on 10/23. Trustee Stoker petitioned the Student Assembly to bring forward the lobby effort as an agenda item. Two hundred fifty post cards have been collected asking the NYS legislators to restore base aid. Mail bags full of post cards will be delivered by the students to the state legislators on SUNY lobby day in Albany.

Chair Wolfe commended Trustee Stoker for her initiative.

#### **VI. OLD BUSINESS**

Trustee Murphy announced the slate of officers as follows: Joan H. Wolfe – Chair; Stephen O'Donnell – Vice Chair; and Margaret Murphy – Secretary.

A motion was made to approve the 2009-2010  
Trustees Slate of Officers as presented below

Krahulik/Stoker  
Unanimous

Chair Wolfe thanked the Board for their vote of confidence.

**VII. NEW BUSINESS**

An explanation of the Red Flag Policy was presented to the Trustees by President Richards below:

**Red Flag Policy** – In accordance with the Federal Trade Commission’s Red Flag Rule (16 CRF 681.2), the College is committed to preventing fraud associated with the misuse of identifying information (identity theft) of students, staff, faculty or others who have relationships with the College to obtain educational or financial services. The Board of Trustees directs the President to develop such procedures as to fairly implement this policy.

A motion was made to approve the Red Flag Policy as presented. Ullrich/O’Donnell Unanimous

**VIII. BOARD CHAIR COMMENTS - Joan Wolfe**

- Chair Wolfe, Trustees Murphy and Anthonisen just returned from the ACCT conference where Maryann Raab received a Professional Board Staff Award and Trustee Anthonisen just completed his term as Chairman of the ACCT Association. At the ACCT Board of Directors meeting, Chair Wolfe and Trustee Murphy presented a Proclamation from County Executive Diana to Trustee Anthonisen for his dedicated service to our College and community colleges.
- In many respects, SUNY Orange is ahead of many colleges throughout the country.
- Trustees Wolfe and Murphy attended many workshops and are extremely proud of our College’s advances, especially with regard to sustainability. Chair Wolfe and Trustee Murphy have volunteered to serve on ACCT committees.
- Chair Wolfe recommended that the Trustees take advantage of the learning opportunities at the 2010 ACCT conference in Toronto, Canada.
- Chair Wolfe asked if the Board had any objection to recording future meetings. All trustees agreed to allow the future meetings to be recorded.
- Fall and spring semester adjunct reports will be produced summarizing each department’s expense and the total college expense.
- The Trustees agreed to have short biographies added below their photos on the College website.
- The Board requested that future Board packets include a short biography and photo of every newly hired faculty and staff member at the College.

**IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS**

<b>Audit and Finance</b>	<b>Trustee Krahulik</b>	<b>None</b>
<b>Academic and Student Services Committee</b>	<b>Trustee Mokotoff</b>	<b>None</b>
<b>Governance and Nominating</b>	<b>Trustee Murphy</b>	Conducted under old business

**President’s Performance Review and Compensation**

Trustee Krahulik conveyed the committee’s recommendation to grant President William Richards a 3.75% annual salary increase for 2009-2010, retroactive to 9/1/09, and other negotiated benefits.

A motion was made to approve a 3.75% annual salary increase for 2009-2010, retroactive to 9/1/09, and other negotiated benefits for President William Richards O’Donnell/Stoker Unanimous

**X. COMMENTS FROM THE PUBLIC**

- Professor Kathleen Malia, President of the Faculty Association, indicated that the faculty members are still experiencing major difficulty with parking in Middletown. John Aherne is working with the faculty.
  - During the day parking is especially difficult for faculty traveling between classes from Newburgh to the Middletown campus. A lengthy discussion continued on this topic and several options were suggested.
  - Student Trustee Stoker reported that students are experiencing similar parking problems. Student Senate has some suggestions, which she will share with Professor Malia.
  - President Richards will convene a meeting to discuss the parking issue.
  - VPAA Heppner will report the number of faculty members coming from Newburgh during the day to teach classes in Middletown.

**XI. BOARD DISCUSSION**

- Trustee Krahulik requested having brief biographical data for all faculty members placed on the website.
- The ACCT National Legislative Conference will be held from 2/7- 2/10/10 in Washington, DC. Trustee Mokotoff will attend. Trustees interested in attending the conference should notify Maryann Raab.
- Trustee Ullrich suggested inviting Congressman Hall to the college since he is supportive of community colleges.

**XII. BOARD ADJOURNMENT**

At 8:55 am a motion was made (O'Donnell/Ullrich) to adjourn the meeting.

Respectfully submitted,

Maryann Raab  
Executive Assistant to the President

***THE NEXT BOARD OF TRUSTEES MEETING WILL BE HELD AT 8:00AM ON WEDNESDAY, 11/11/09, MUSIC ROOM, MORRISON HALL***