

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
Wednesday, October 21, 2015  
Music Room, Morrison Hall  
Middletown Campus**

Present: Chair H. Ullrich, Vice-Chair R. Krahulik, Secretary F. Watson, J. Wolfe, T. Hunter,  
M. Murphy, L. Freedom

Absent: G. Mokotoff, D. Benson

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

**II. CONSENT AGENDA**

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from September 23, 2015
- B. Approval of Petty Cash Reimbursements and Financial Statements for September, 2015

**A motion was made** to accept consent agenda for approval.

Krahulik/Murphy  
Unanimous

**III. PRESIDENT'S REPORT** - Dr. Kristine Young

- The recent bomb threat at the Shepard Center was thankfully just a threat however all precautions were taken and emergency procedures followed. The building was evacuated and Middletown Police, along with K-9 Bomb sniffing dogs, responded and worked with SUNY Orange Security and Emergency Management team.
- The SUNY Excels Performance Improvement final plan was distributed to board members and Dr. Young acknowledged the hard work of the College's four Vice Presidents, Mike Albright and Christine Work, who went above and beyond to facilitate submittal of the report to SUNY. The College Community has had an opportunity to review and provide feedback and specific, measurable goals are included which will cascade very appropriately with the College's recently approved Strategic Plan.
- A full presentation on the Bridges program will be provided at the November board meeting however Dr. Young noted that there are some complex issues to be ironed out, including legislation needed to deliver the program. Discussion ensued regarding the Bridges program and the plan is to offer the first part of the program in January, however Path B will not begin until August 2016. Trustee Krahulik expressed concern with the costs of the program.
- A resolution requesting board approval of the ITEC (Information Technology Exchange Center) contract with the College will be presented under new business. The search process is complete and the College is prepared to make a joint offer (with ITEC) for the hiring of a CIO. The contract is for one year with the option to renew.
- A summary of Governance Safety and Security Advisory Committee was distributed to board members for review. If there are board policies that require changes, these will be brought to the board for approval.
- New legislation is required by SUNY noting crimes of violence and these would be noted clearly on student transcripts if a student is expelled. The policy will be published in the Student Code of Conduct and a mid-year update to the student handbook will be done. After one year, there will be an appeal process for students to request removal of this note to transcript.
- The additional language requested by Trustee Krahulik to BP 6.16 (Alcohol and/or Drug Use Amnesty in Sexual Violence Cases) was approved and the policy has been updated. A copy of the change was distributed to board members.

- Enrollment appears to be down by 1.6% in total headcount however the number will most likely be lower once CCHS students have been registered.

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

- The Executive Committee of Governance sent a recommendation to President Young and VPAA Moegenburg on behalf of the College Assembly requesting that for all subsequent academic years, and if possible this academic year, there be at least a 3 day period between the end of final exams and when grades are due to the Registrar.
- Executive Committee just administered a survey to the College community regarding the academic calendar. Executive Committee will utilize the responses to this survey to guide discussions at our next Assembly meeting, in order to provide the Administration and the Academic Master Planning Steering Committee input and feedback related to the academic calendar.
- The College's Faculty Council of Community Colleges (FCCC) delegate, Diane Bliss, attended the FCCC Fall Plenary meeting October 15<sup>th</sup> through October 17<sup>th</sup>, hosted by Rockland Community College. She will be sharing what she learned from attending the Plenary at the October 26<sup>th</sup> Assembly meeting.
- At the September 28<sup>th</sup> Assembly meeting, Katie Sinsabaugh (faculty member in the Education Dept) was elected to serve as the campus's FCCC Alternate Delegate for the 2015-2016 academic year.

**V. REPORT OF THE STUDENT TRUSTEE – Lawrence Freedom**

- Veterans Club Student Newsletter went out on 14 October
- Student Senate Officers:

Middletown:

Irina Negru – President  
Kyle McNeil – Vice President  
Kait Van Dalen – Treasurer  
Brianna Rojas – Secretary

Newburgh:

Zabrina Mercado – President  
Monserrat C. Herrera – Vice President  
Jennifer Gutierrez – Treasurer  
Zipphora Z. Ruty – Secretary

- Senate bonding night will be on a Friday (TBD)
- Both Student Senates are working on Shuttle bus between campuses issue
  - Students presented petition to get more shuttle runs and extended hours
  - Petition initiated by students not Senate
  - Both Senates are working on more information
- Meeting scheduled with Vinnie Cazzetta
  - Both Senate Presidents and Student Trustee will attend for orientation

**VI. OLD BUSINESS: N/A**

**VII. NEW BUSINESS:**

At this time, Tenee Casaccio of JMZ Architects provided a “refresher” presentation of the Facilities Master Plan, which was presented to the board in June. A discussion ensued regarding the 10 year plan and implementation of the projects outlined. Trustee Kraulik expressed concerns about the plan's feasibility with current operating cost issues at the College.

Chair Ullrich noted that the timetable for projects would be implemented according to the board.

*The entire presentation has been included as Addendum #1 (attached)*

**A motion was made** to approve Resolution 4: Approval of the College's Facilities Master Plan

Hunter/Wolfe  
6 Yes/1 No

**A motion was made** to approve Resolution 5: Approval of Contract with ITEC (Information Technology Exchange Center)

Krahulik/Murphy  
Unanimous

**ACCT Conference Report** - Trustee Watson and Trustee Wolfe

Trustees Watson and Wolfe gave an overview of their recent attendance at the ACCT (Association of Community College Trustees) conference. Both found the conference to be enlightening and discussion was held regarding the many sessions they attended. Of particular interest was information regarding dormitories and Chair Ullrich requested that Trustees Wolfe and Watson forward a summary of their notes to the board.

**VIII. BOARD CHAIR COMMENTS** - Helen G. Ullrich

- The OCCC Association is a 501C3 which operates Ancillary services that the College is not permitted to run and this organization is the custodian for Student Activities fees. Currently there is no policy governing use of student activity fees, however Chair Ullrich met with VP Cazzetta and VP Brusati and a policy will be created. The policy will be agreed to by both Student Senate and the board of trustees together. An update to the Bylaws is also in process.
- A thank you letter on behalf of the board has been sent to Orange County Legislators in appreciation for the support that has been given to the College.
- Vice Chair Krahulik will chair the November board meeting as Chair Ullrich will not be at the meeting.

**IX. COMMITTEE REPORTS:**

**Academic Programs and Services Committee:** N/A

**Audit and Finance Committee:**

- Trustee Krahulik reported that although Enrollment is down, there is optimism in that other revenue sources have done well, in comparison to September of 2014.
- Expense side of finances did very well and he congratulated Administration with keeping costs under control.
- Trustee Krahulik noted that the committee has concerns/suggestions as follows:
  - Cost of upgrades to IT area. VP Hamburg noted that \$2 Million is available from the State which will be used to develop 3 classrooms and this funding could assist with the IT area.
  - With upcoming Casino in Sullivan County, there is opportunity for programs at the College such as hospitality courses. He suggests that the Administration should be reaching out to the Casino representatives to determine needs and programming should be up and running by January of 2016 or by summer.
  - Pro-active partnering with OC Chamber, OC Partnership, and more outreach to the business community would increase revenue.

**X. COMMENTS FROM THE PUBLIC:**

- Professor Diane Bliss, FCCC (Faculty Council Community Colleges) delegate, noted that the FCCC wrote a resolution requesting \$250 increase in FTE be added to base student aid. Feedback indicates that SUNY Excels and the completion agenda will be a consideration when base aid is reviewed by the state.

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

**XII. EXECUTIVE SESSION:** At 7 PM, Chair Ullrich proposed that the board enter into a brief Executive Session to discuss a matter that might indicate litigation.

**A motion was made** to enter into Executive Session.

Ullrich/Wolfe  
Unanimous

**At 7:20 PM**, the board re-convened the regular board meeting and continued with the following presentation:

**COMMITTEE OF THE WHOLE:**

**SUNY Seamless Transfer Update** - Stacey Moegenburg, Interim VP for Academic Affairs

VP Moegenburg gave a comprehensive report on the SUNY Seamless Transfer project noting that the status of the project is as follows:

- Chancellor Zimpher has announced that SUNY Seamless Transfer is in place as of Fall 2015
- The College is at approximately 80% compliance
- Of the 34 active degrees, 22 reduced the number of required credits (there are 12 curricular changes that must still be finalized)
- Most common curricular action taken was removal of two credits of PE from curricula. Eight degrees removed credit courses beyond PE.
- In theory, the reduction in FTEs will be offset by faster time to degree and corresponding increase in retention rates.

*The entire presentation has been included as Addendum #2 (attached)*

**XIII. BOARD ADJOURNMENT:** At 7:45 PM, a motion was made (Murphy/Watson) to adjourn the meeting.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board

***NEXT BOARD MEETING:***

*Wednesday, November 18, 2015, 5 PM  
Board Room, Tower Building  
Newburgh Campus*