

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING & RETREAT
Wednesday, October 18, 2017
Music Room, Morrison Hall, Middletown Campus**

Present: H. Ullrich, D. Benson, C. Maleike, F. Watson, B. Krahulik, J. Wolfe, G. Mokotoff

Absent: M. Murphy, T. Hunter

I. CALL TO ORDER – Chair Ullrich called the meeting to order at 4:05 PM

II. CONSENT AGENDA

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from September 20, 2017
- B. Approval of Financial statements for September 2017
- C. Approval of Appointment:

STAFF:

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Lori Djivre	Assistant Director of Admissions Admissions	October 16, 2017

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

- Electrical problems on the Middletown Campus are still under investigation and nothing further to report on solutions, though Facilities team is working on finding answers.
- Options are presently being considered for possible incentive for Student Senators. A student has suggested that early registration would be welcomed by students who serve as Student Senators.
- The County has successfully concluded the Landlord discussion in Port Jervis and the remodeling of building is in process. President Young is hopeful that the College will begin offering courses in the spring semester.
- A conference call was held recently for community college presidents, chief business officers, and SUNY personnel to review an alternative state funding model for community colleges. All community college presidents endorsed a 3-tiered formula to replace the current way the state provides revenue to its community colleges.
 - Consistent support from SUNY and hold harmless state maintenance of effort. Each community college will be assured that it will never get less funding than it has before.
 - Recognition of the cost of doing business with funding based on comparison of Higher Education prices. Base funding would go up by this factor throughout time.
 - Support for high cost programs whereby the state would allocate a lump sum to SUNY and SUNY would distribute funds via a formula, yet to be determined. This would give colleges that are offering high cost/high need programs additional support
- VP Cazzetta will be Administrator in Charge for the week of October 23 as President Young will be on vacation.

B. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Paul Basinski

- Administration has asked Executive Committee sub-committees to focus on one task this Academic Year, how to increase Enrollment and Retention. Executive Committee will remain engaged in this process.
- President Young has created four Cabinet Task Forces, to include representation from all areas of the College and each task force will focus on a specific area. There are four members of Executive Committee on these task forces and they will report back to College Assembly.
- Guided Pathways is under consideration as a possible model for students to complete degree.

- The Housing Task Force traveled to Schenectady County Community College and looked at their Hybrid Model for housing. The dorms are privately run with the College having no legal obligation. One more housing visit is in process of being scheduled this semester to Hudson Valley Community College.
- Mr. Basinski is working with VP Cazzetta and the College Association Board on status of lab schools.
- Mr. Basinski recently went to Albany to participate in a Leadership Institute.

Chair Ullrich noted that it is important for all faculty and staff to understand that the current financial situation of the College is very serious. The board is counting on Governance Leadership and its participation in creative solutions.

C. REPORT OF THE STUDENT TRUSTEE – Cindy Maleike

BOA & Events Both Campuses

Past Events:

- The “I am a Leader” program started its workshops at full capacity with 25 students in total.
- Climate Change Lectures: “How Much Ice Has Climate Change Melted Ice in Your Lifetime” by Dr. Walter Jahn, was held on Oct 3 and “The Impacts of Climate Change on Animals” by Biology professors Dr. Jennifer Merriam, Dr. Joe Zurovchak and Dr. Walter Jahn was held on Oct 12.
- A lecture about rape and prevention of sexual violence was presented by Keith Edwards on Oct 5 at the Middletown campus and live streamed to the Newburgh campus.
- Colt Night was hosted on Friday Oct 6 and approximately 100 students attended the three workshops.
- U.S. Congressman, Sean Patrick Maloney, held a town hall on Oct 16 at the Middletown campus. The town hall was streamed live to Tower 307 at the Newburgh campus. The main focus was on the current issues affecting Millennials.
- The Hudson Valley Plein Air Festival Exhibition opened in Orange Hall on Oct 8 and will run through Oct 27. The works at the exhibition are from thirty artists and were created outdoors throughout the Hudson Valley.
- A Virtual reality game day was hosted on Oct 11 at the Middletown campus, with specialized equipment that allowed the students to experience 4D virtual reality.
- BOA Bingo was hosted on Oct 17 at the Shepard Center.

Future Events:

- Scholarship and Awards ceremony today at 5:30 PM.
- Honors students are raising funds through their annual Krispy Kreme sale.
 - Orders can be placed with them until tomorrow and orders will be delivered on Oct 23.
- A “Shelter in Place” college wide drill will take place October 19 at 10am.
- Free HIV tests will be offered tomorrow Oct 19 at the Rowley Center.
- A Crystal 3D imaging event will be held at the Newburgh campus October 19.
- Halloween movie night will be a double feature: Hocus Pocus and Carrie on October 27.

BOA News

Middletown

- 3 BOA members are attending NACA (National Association of Campus Activities.) It is a regional conference with workshops and lectures that provide the participants with the opportunity to meet other like-minded individuals and at the same time expand their network.
- BOA will be raising funds to donate for the Hurricane Maria Relief Efforts by selling bracelets at \$1/piece.

Student Senate

Both Campuses

- New senators and Presidents for both Senates were elected.
- 5 senators (3 Middletown, 2 Newburgh) attended the SUNY Student Assembly this past weekend in Albany.

Middletown

- Senate designated committee representatives for Academic Procedures, Safety & Security, and Curriculum at their first meeting in October.
- Budgets were submitted by clubs on Sep 21, reviewed and approved on Oct 2, and sent back to clubs on Oct 6.
- Senate wants to propose a new position within the senate, a communications officer that will make sure activities and events by clubs are widely promoted and advertised at both campuses.

D. College Association – Vinnie Gazzetta

- After 5 weeks, sales at the new Food Service Micro Markets have been \$69,000 with the College having no cost for goods or services. This amount is \$4000 more than Food Services received last year. VP Gazzetta is creating an on-line suggestion box for students, faculty and staff to provide suggestions, ideas and feedback. VP Gazzetta will receive these forms and discuss with Pepsi and Avante.
- The Bookstore is doing well and renovations will begin this month. Follett is beginning to institute new programs such as “Follett Discover” and “Follett on Demand.”
 - “Follett Discover” is a resource for faculty to put information on line and should help the book-ordering process. This is in a test-phase currently but the plan is to be fully up and running for summer.
 - “Follett on Demand” is a resource for students to fundraise through apparel sales.

E. FOUNDATION BOARD – No report given

F. SPECIAL REPORTS:

Excelsior Scholarship Impact

(Gerianne Brusati, VP for Student Services & John Ivankovic, Director of Financial Aid

VP Brasati and Mr. Ivankovic gave a comprehensive overview of the Excelsior Plan implementation process and data noting the following:

- SUNY Orange received 314 Excelsior Applications
- 134 students received Excelsior “last dollar” awards
- Annual award amounts range from \$143 to \$4636
- Average Award was \$3,223
- 81 students (60%) registered before Excelsior notification
- Excelsior Student Snapshot:
 - 51% Female
 - 28% Hispanic
 - 94% Age 18-24
 - 27% Earned college credit in high school
- Next steps:
 - Students will be evaluated for satisfactory progress (i.e. 30 credits achieved in program) at the end of Summer term
 - Students on track – funds sent to College, tuition held at 17-18 rate
 - Students off track – will owe outstanding balance to College; no future Excelsior consideration

- Moving Forward:
 - Improved data processing between HESC and College with fewer manual processes is expected
 - Spring application available late October
 - Income level raised to \$110,000
 - Longer lead time = more applicants

IV. NEW BUSINESS: N/A

V. OLD BUSINESS:

Trustee Watson noted that the Foundation Board retreat held this week was well-attended and a productive meeting was held in planning the updated 3-year Strategic Plan. The Foundation Board will plan a joint dinner meeting in December to report on the new plan.

Trustee Kraulik noted that the College Policy and Procedure Manual committee will be moving forward soon.

Trustee Wolfe reported that the housing visit at Schenectady County Community College was time well spent. The dormitories at SCCC were built for \$32 Million, with no expense to the College. The positive is that the College has no responsibility because the dorms are not run by the College, however students must sign a contract and pay \$1000/per month rent. Unfortunately, there is no orientation for students to introduce them to college life with this model. They are in an apartment and must buy their own food; the College does not provide. The next trip will be to Hudson Valley Community College's "College Suites" in November.

VI. BOARD CHAIR COMMENTS:

Chair Ullrich reported the following:

- An updated BOT Meeting schedule was distributed with adjustment for December meeting which fell on the first night of Chanukah. Board agreed that the board will now meet on Monday, December 4.
- The Holiday reception with OC Citizens Foundation will be held on Thursday, December 14 at 5 PM.
- The Governor has offered a modification of tuition for displaced students from Puerto Rico and the US Virgin Islands to in-state tuition for at least the 2017-18 school year. The College is very sympathetic to these students and concerned about interruption to their academic careers. However, NYS community colleges are not governed in their tuition policies by the SUNY Board. Instead, local boards must make their own individual decisions. Chair Ullrich asked President Young to investigate whether it is even legal for the board to modify tuition for these students and, so far, the answer from SUNY system is unclear. Until the board has clarification and assurance that such an offer would not unduly affect the College budget, the board will take no action.
- Please let Carol Murray know if you are interested in attending the upcoming NYCCT and NLS conferences.

VII. COMMITTEE REPORTS:

Academic and Student Services Committee: No report given

Audit and Finance Committee:

Trustee Krahulik reported:

- A review of the College financials, Exhibit B, is disappointing and shows Enrollment is down 6.9% for fall with an anticipated 7% down for spring 2018.
- The average is 6.6% down for the year, at a cost of \$1.5 Million.
- With the expectation of a deficit of \$1.5 Million, the result will be a reduction in the College's fund balance. If revenues continue to decline for AY 2018/2019, the deficit could be doubled.
- Administration will have to look at reducing expenses wherever possible and ultimately this could mean an increase in tuition.
- Anticipating a possible increase in tuition next year, Administration must develop a strategy for cuts in expenses. Currently, the hiring freeze and postponement of filling vacancies has been instituted.

Chair Ullrich noted that the College cannot operate with a deficit.

President Young noted that Administration will look at the hiring freeze again in January and what positions have not been replaced. The College will stay the course and look at adding programs that make sense.

VIII. COMMENTS FROM THE PUBLIC: N/A

IX. BOARD DISCUSSION:

X. BOARD ADJOURNMENT: The meeting was adjourned (Krahulik/Watson) at 5:45 PM.

XI. EXECUTIVE SESSION: An executive session was held, beginning at 5:30 PM for the purpose of discussing legal matters. President Young later reported that the Executive session ended at 6:35 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

*Wednesday, November 15, 2017
5 PM Board Meeting
Board Room, Tower Building
Newburgh Campus*