

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' MEETING
Tuesday, September 10, 2013
Board Room, Tower Building
Newburgh Campus**

Present: Chair J. Wolfe, Vice Chair H. Ullrich, Secretary M. Murphy, G. Mokotoff, T. Hunter, Alex De La Rosa, S. O'Donnell, A. Anthonisen (*via Skype*), R. Krahulik (*via Skype*)

Absent:

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

Chair Wolfe administered the Oath of Office to newly appointed Student Trustee, Alex De La Rosa and she wished him well in his new position.

At 4:10 PM, Chair Wolfe requested a motion to move to Executive Session for discussion of a personnel item.

A motion was made to move to Executive Session.

Murphy/Mokotoff
Unanimous

At 4:20 PM, the Executive Session was complete and the regular board meeting commenced.

II. CONSENT AGENDA

Chair Wolfe requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from June 6, 2013
- B. Approval of Petty Cash Reimbursements and Financial Statements for June, July & August 2013
- C. Approval of Appointments

Faculty:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Jill McLaughlin	Instructor, Year 1, Nursing Full-time, tenure track	AY 2013-2014
Dana Salkowsky	Instructor, Arts & Communication Emergency Basis Full-time, temporary	Fall 2013

Staff/Chair:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Eileen Burke	Director of Academic Support and Testing Academic Affairs Grade III	9/1/2013
Suzanne Casadevall	Assistant Director of Academic Advising Enrollment Management Grade II	Prorated for 8/19/13 – 8/31/13
Maynard Schmidt	Director of Admissions Enrollment Management Grade III	Prorated for 7/22/13 – 8/31/13

Management Confidential:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Peter Soscia	Senior Associate Vice President of Newburgh Academic Affairs	Prorated for 8/12/13 – 8/31/13
Madeline Torres-Diaz	Associate Vice President for Student Engagement Student Services	Prorated for 7/22/13 – 8/31/13

A motion was made to accept consent agenda for approval.

Hunter/Ullrich
Unanimous

III. President's Report:

- President Richards introduced and welcomed Pete Soscia, Senior Associate Vice President for Newburgh.
- Several items were distributed at trustee places as follows:
 - Middle States – Updates on Self-Study Activities & Timeline
 - Reference Guide for AY 2013-2014
 - Board Orientation Manual (Revised Summer 2013)
 - Events List (Cultural Affairs)
 - Brochure for Center for Science and Engineering: "Coming in 2014!"
 - Student Brochure: "If you have the Dream, We have the Way"
 - Student Activities Brochure
 - SUNY Orange Foundation: Board Meeting Schedule
 - Orange Advantage Project Overview and wallet cards
 - Article: "Dr. Arthur C. Anthonisen to Receive Anne M. Bushnell Award"
 - Committee of the Whole and Academic Presentations schedule for AY 2013-2014
 - Beacon Conference Article: Congratulations to SUNY Orange Student, Jacqueline Parsons, who received top prize in the Communication and Popular Culture category on June 7, 2013. Other students who presented were Jessica Bruehert, Joanna Dykeman, Courtney Karecki, Shanna Saravia. Poster session participants were Lauren Connolly, Molly McNeely, and Alexandra Riedel. These posters, along with one by student Margaret Damken, were also presented at this year's Northeast Regional Honors Council.
 - Encore Newsletter – August 2013
- Heather Perfetti, VP for Academic Affairs and Christine Work,..... will give updates on Middle States Activities at the October board meeting. Chair of the Middle States Visiting Team, Dr. Hoy, will visit on Tuesday, October 29th and trustees are invited to attend a lunch with Dr. Hoy. VP Perfetti and Ms. Work will update the board again at the March board meeting, prior to the April Middle States Team visit.
- The College received the following generous gifts:
 - Alan Gerry: \$300,000
 - Orange Trust: \$100,000
 - Walden Savings Bank: \$20,000
- Terry Saturno will retire from Orange Trust in the spring and President Richards noted that she is an Alum and has been a friend to the College. The College is pleased that Terry will remain on the Foundation Board after her retirement from the bank.
- The P-Tech program is in discussions and two proposals are being reviewed for 50 STEM students per year in the program. These students will graduate with an AAS degree and will have the advantage of IBM mentors and job placements.
- An update on the lab school will be given at the next board meeting.
- SUNY Seamless transfer initiative is going well with just a few issues to iron out.
- The United Way "Make a Difference Day" is scheduled for October 26th and the College will be involved in a project with staff and students to participate together.

- Start-up New York Tax-Free initiative is being promoted by the Governor throughout the state. SUNY Orange is in discussion with several local constituents to possibly develop a tax-free zone in Newburgh.
- The second Greenhouse renovation is moving along well and should be complete in October and the College appreciates the Devitt family for their contributions. The SUNY Orange Foundation board is pleased that Mark Devitt will join their board in the spring of 2014.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Michelle Tubbs

- Executive Committee met with the VPs and governance committee chairs on 8/28 to:
 - Discuss items administration would like the committees to work on this AY.
 - Review the responsibilities of committee chairs.
 - Most committees have held or will be holding their first meeting in the next week or so to begin their work for the AY.
- The Professional Recognition & Awards Committee is currently accepting nominations for the Excellence in Teaching Award and the new Excellence in Classified Service (Civil Service) Award.
- Executive Committee is in the process of convening a task force that will spend the academic year reviewing and revising the Governance Constitution & By-Laws. Any revisions need to be presented to and approved by the College Assembly.
- Governance President, Michelle Tubbs, will attend the FCCC (Faculty Council of Community Colleges) Campus Governance Leaders conference in Herkimer on September 20-21. One of the focus/discussion areas for the conference will be Shared Governance's role in understanding and participating in college finances and budgeting decisions.
- SUNY Orange will host the FCCC (Faculty Council of Community Colleges) Fall Plenary October 17-19. Tom Giorgianni (FCCC Delegate) and Diane Bliss (FCCC Alternate Delegate) are working with FCCC staff to coordinate the logistics of the event.

V. REPORT OF THE STUDENT TRUSTEE – Alex De La Rosa

- *Collaboration between Campuses:*
 - Middletown BOA/Senate and Newburgh BOA/Senate feel that it's essential to maintain the communication and collaboration that was established last semester.
 - Once both campuses establish new membership and elect new officers, we will begin planning for this semester's bonding events.
 - Currently, Middletown BOA and Newburgh BOA have different constitutions, however, that will be changed. Both BOA's will form a committee to standardize a constitution sometime in October 2013.
- *Student Senate:*
 - The dead line to hand in petitions to run for Student Senate was Friday, September 6th and elections are taking place this week (September 11th -13th). Students will be able to vote electronically using their smartphones by scanning a QR barcode.
- Middletown Senate had an informal meeting on August 29th and will start formal meetings after elections.
- Newburgh Student Senate has not formally met yet this semester. They are currently seeking a time and day that fits all the senator's schedules.
- *Board of Activities (BOA):*
 - The Student Involvement fair in Newburgh was today, September 10, 2013. Middletown will have their student life day tomorrow (September 11th).
- Newburgh BOA will have elections for new officers by the end of this month.
- Both organizations are making a tremendous effort to increase student involvement at SUNY Orange.

VI OLD BUSINESS

VII NEW BUSINESS

Trustee Anthonisen reported that the Governance and Nominating Committee is recommending the following Slate of Officers for AY 2013-2014:

Chair: Joan Wolfe
Vice Chair: Helen Ullrich
Secretary: Margaret Murphy

A motion was made to accept the committee's nomination of officers

Anthonisen/Murphy
Unanimous

Chair Wolfe thanked the Finance Committee, chaired by Trustee Krahulik for their hard work this past year.

VIII. BOARD CHAIR COMMENTS – Joan Wolfe

- Chair Wolfe noted that it has been her honor to serve the SUNY Orange Board of Trustees and she is proud of the accomplishments that the board has made together.
- Committee Assignments for AY 2013-2014 will be reviewed and distributed in a week or so.
- The Board of Trustees' goals were distributed today and work will continue towards meeting all of these goals in the coming year.
- Chair Wolfe thanked the Foundation Board members for their regular attendance at the board meetings, noting that NYCCT are very impressed with the model of our boards working so well together.
- A list of County Legislative Education committee meeting dates will be distributed with the Committee assignments and trustees will send a representative from our board to these meetings. Members of the Education committee attended an Audit and Finance Committee meeting last year.
- Trustee Ullrich and Trustee Hunter will continue on the Foundation Board this year.

IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Academic and Student Services Committee:

No report given

Audit and Finance Committee:

No report given

Committee of the Whole:

Overview of Nursing Program & Tour of the Sim Lab at Kaplan Hall

Pat Slesinski, Nursing Department Chair

Jean Halpern, Nursing Professor

David Jiang, Simulation Technician

An informative presentation was given on the Nursing program, followed by a tour of the Sim Lab in Kaplan Hall. The following points were noted by Professor Slesinski and Professor Halpern:

- In AY 2012-2013, the Nursing Department utilized the Morrison Lab School for a clinical pediatric rotation and the AHRC School in New Windsor to enhance students' experience with children with special needs.
- The Maternal Infant Service Network (MISN) continues to be an educational partner and students have an opportunity to work and learn in a peer educational program.
- An articulation agreement was established with Adelphi University.
- Dual admission agreements are being explored with SUNY IT and SUNY Binghamton.
- The Nursing Department was recently awarded a 3-year SUNY High Needs Nursing Grant. The purpose of the grant will be to collaborate with SUNY Binghamton to provide upper level nursing courses using interactive video technology. The grant will also provide for mentorship of nurses continuing their education and clinical skills training opportunities for nurses to enhance their marketability.
- Collaborations continue with local educational partners: Orange-Ulster BOCES, Mount St. Mary College, Sullivan County Community College, and Sullivan BOCES to share scarce clinical resources in the county.
- The Tutoring and Advising Center and Skills Lab continue to see over 100 students per week to promote academic advising, test taking strategies and clinical support.
- Nursing students are extremely active through the nursing club on the Middletown and Newburgh campuses. The club was recently involved with the "March of Dimes Walk" and they hosted a blood drive for the Bon Secours Hospital System and assisted with New York Blood Center's blood drive. Both clubs sponsor speakers during the year on current health topics.
- Kaplan Nursing testing services continue to be used. Students are advised to use the focused reviews to identify areas they need to study.
- In AY 2012-2013, a PowerPoint presentation was created for all pre-nursing students to view and answer post-questions via survey monkey from an off-campus site via the internet.
- Simulations, the latest clinical educative tool, has been expanded to include both campuses and incorporated into every nursing course. Scenarios are updated based on review of curriculum needs identified in Kaplan testing results and from National standards such as the Acute Care National Patient Safety Goals.
- Program outcomes for AY 2012-2013 were reported.
- NCLEX Pass Rates:
 - Day first time pass rate May 2012 = 96.3%
 - Evening first time pass rate May 2012 = 93.8%
 - Day first time pass rate December 2012 = 100%
- Program Completion Rate:
 - Middletown 3 year: 53%
 - Newburgh 2 year: 58%
- Students continue to have difficulty finding employment in acute care facilities. Hospitals are seeking Magnet status, which requires 80-90% of the Registered Nurses to hold a BS in Nursing. On a national level the Institute of Medicine initiative sets a standard for 80% of Registered Nurses to have a BSN by 2020. It is imperative that we continue to seek dual enrollment with public and private institutions of higher education.
- Goals for 2013-2014:
 - Graduate a technologically competent nursing student who can achieve program outcomes

- Establish dual enrollment agreements that meet the higher education needs of graduate nurses
- Provide quality clinical instruction through creative modalities (Simulation, Morrison Lab School, AHRC)
- Utilize high quality tutoring, faculty advising and other initiative to increase student retention rates
- Enhance mentoring of nurse educators to ensure retention, role development and achievement of learning objectives.
- Collaborate and establish partnerships with public and private agencies to achieve program outcomes

X. COMMENTS FROM THE PUBLIC:

- Rich Rowley, President of the SUNY Orange Foundation Board recognized Kathy Frommer for her dedication to the work of the Foundation Board and most recently for her support with the meetings held with Mr. Gerry. He noted the Foundation Board's appreciation for Mr. Gerry's gift to the College which will enhance the College's Digital Media Center greatly and support new curriculum in this area.
- Mr. Rowley also noted that the BOT and Foundation Board will plan a social event this year to bring both boards together.
- Chair Wolfe congratulated Trustee Anthonisen on receiving the "Anne M. Bushnell Award" award which will be presented to him at the upcoming NYCCT conference.

XI. BOARD DISCUSSION:

XII. EXECUTIVE SESSION: Held at the start of the meeting (see above)

XIII. BOARD ADJOURNMENT

At 4:45 PM, a motion was made (Murphy/De La Rosa) to adjourn the meeting and continue with the Committee of the Whole presentation at 5 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

***NEXT BOARD MEETING
Tuesday, October 8, 2013
Music Room, Morrison Hall, Middletown Campus
4 PM***