

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES' RETREAT
Wednesday, September 23, 2015
Board Room, 5th Floor, Tower Building
Newburgh Campus**

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

Absent: N/A

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

Oath of Office given to newly elected Student Trustee, Lawrence Freedom

II. CONSENT AGENDA

Chair Ullrich requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from June 4, 2015
- B. Approval of Petty Cash Reimbursements and Financial Statements for June, July & August, 2015

A motion was made to accept consent agenda for approval.

Wolfe/Benson
Unanimous

III. PRESIDENT'S REPORT - Dr. Kristine Young

- Congratulations to the Dental Hygiene Department faculty and their students for achieving 100% pass rate on both the National Examination for Dental Hygiene and the Regional Clinical Examination!
- Congratulations to Professor Elaine Torda for receiving the 2015 NCHC's (National Collegiate Honors Council) "Ron Brandolini Award for Excellence at a Two-Year Institution."
- The P-Tech and Bridges programs are both promising initiatives at the College and President Young will provide more information in her update to the board this week.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Michelle Tubbs

- After the first Assembly meeting of the year and Welcome Barbecue for Dr. Young, Executive Committee held its first formal committee chair orientation & training. This training was co-developed by a sub-group of Executive Committee and the CTL (Center for Teaching & Learning.) It was well-received and feedback from committee chairs was that it was very helpful in preparing them for their leadership position within governance this year.
- Recommendations for the committees from Administration, Executive Committee & the College community have been gathered, compiled and communicated to the committee chairs. Most committees have held their first meeting and begun their work for the academic year.
- The Professional Recognition and Awards Committee made its recommendation to the President for the "Excellence in Adjunct Teaching" award. They will soon begin their work to review the nominees for the "Excellence in Teaching" award and "Excellence in Classified Service" award.
- The PBIE (Planning & Budgeting for Institutional Effectiveness) Committee convened at the very beginning of the fall semester, at the request of President Young, to review feedback from the College community during post-Assembly workshops related to the College's six SUNY Excels themes. The committee submitted a report to President Young last week with its feedback regarding what the College can do this academic year to make progress within these themes.

- Governance President Michelle Tubbs & the campus FCCC Delegate, Diane Bliss, attended the FCCC (Faculty Council of Community Colleges) Campus Governance Leaders conference in Cooperstown recently. The theme of the conference was “Shared Governance Renewed.” Highlights of the conference were identification of the SUNY issues facing campuses this academic year and a joint reception with the NYCCT (New York Community College Trustees) was held as well as a facilitated discussion session with that group. The Executive Committee congratulates Trustee Mokotoff for the Marvin A. Rapp Distinguished Trustee Service Award that she received at the NYCCT Conference this past weekend.
- Diane Bliss (FCCC Delegate) will be attending the FCCC’s Fall Plenary Oct 15-17, which is being hosted by Rockland County Community College.

V. REPORT OF THE STUDENT TRUSTEE – Lawrence Freedom

- Student Senate activities have had the highest participation rate yet
- Student Life Day was a great success

VI. OLD BUSINESS:

Trustee Krahulik requested the approval of the board to go forward with installing a portrait of former President Bill Richards and plaque in Kaplan Hall in appreciation of his vision and contribution to the building of Kaplan Hall at the Newburgh Campus.

A motion was made to approve installation of the portrait and plaque honoring former president Bill Richards

Krahulik/Hunter
Unanimous

VII. NEW BUSINESS:

A motion was made to approve Board of Trustees’ Slate of Officers for AY 2015-16 as follows:

Helen G. Ullrich, Board Chair
Robert E. Krahulik, Vice Chair
Frederick A. Watson, Secretary

Krahulik/Wolfe
Unanimous

A motion was made to approve the College’s Strategic Plan for AY 2015-2020

Benson/Wolfe
Unanimous

At this time, the Committee of the Whole presentation was moved to accommodate a presentation by VPs Moegenburg, Cazzetta, Hamburg and Brusati on the College’s plan for submittal of SUNY Excels 2015 Performance Improvement Plan. The themes were identified and discussed and VPs noted that the plan detail is in process and will be completed and submitted by the SUNY deadline of October 21, 2015.

A motion was made to approve and endorse the direction of the College’s SUNY Excels initiative at the College.

Krahulik/Benson
Unanimous

Approval of Resolution 2*: to Nominate Joan Wolfe for the NYCCT 2015 Donald M. Mawhinney Jr. Trustee Leadership Award. Though Trustee Wolfe was not chosen for this award by NYCCT, Chair Ullrich noted that the board was unanimous in their decision to send her name forward and felt that she was most deserving of the recognition.

*A motion was not done however all endorsed the resolution verbally prior to the submittal of the nomination over the summer.

Approval of Resolution 2: to Nominate Gert Mokotoff for the NYCCT 2015 Marvin A. Rapp Award for Distinguished Service. Trustee Mokotoff received the award at the NYCCT's Award Dinner in Cooperstown and all congratulated her once again.

*A motion was not done however all endorsed the resolution verbally prior to the submittal of the nomination over the summer.

A motion was made to approve Resolution 3: to Use Capital Cost Chargeback Funds for the Purchase of Capital Equipment

Krahulik/Murphy
Unanimous

A motion was made to approve revisions to B.P. 3.18 "Affirmative Consent"

Krahulik/Watson
Unanimous

A motion was made to approve revisions to B.P. 6.16 "Alcohol and/or Drug Use Amnesty in Sexual Violence Cases."

Discussion ensued and Trustee Krahulik requested that the motion be amended to approve the policy as written with the understanding that if SUNY agrees, the language be changed to include "bullying, hazing, assault and harassment" as part of the policy.

A motion was made to approve the policy as written however should SUNY approve change in policy language to include "bullying, hazing, assault and harassment"

Ullrich/Krahulik
Unanimous

Trustee Krahulik requested that the Student Code of Conduct be in a more visible and prominent area of the website.

VIII. BOARD CHAIR COMMENTS - Helen G. Ullrich

- Chair Ullrich attended NYCCT Conference in Cooperstown:
 - Chair Ullrich and President Young participated as panelists in a discussion of presidential searches.
 - Attended a Regional Community College Councils presentation by SUNY and participated in a trustees-only meeting. NYCCT is presently preparing a synopsis of that meeting which she will share when finalized.

- President Young, Chair Ullrich, Trustee Watson and Trustee Mokotoff attended the NYCCT Awards dinner where Trustee Mokotoff received the Marvin A. Rapp Award and several proclamations from NYS Senate and Assembly, Orange County legislature and City of Middletown.
- Board Committee assignments will remain the same. Trustee Watson has been appointed as an alternate liaison to the Foundation Board should Trustee Hunter be unable to attend a meeting.
- Update will be given in October on the new OCCC Association By-laws, MOU with the College and new student activity fee policy.
- The Foundation Board adopted new By-laws, Mission and Vision statement and a new description of member characteristics at its September meeting.
- A letter will be sent to the Orange County Legislature thanking them for their support.
- The following documents were at board places:
 - Reference Guide for AY 2015-2016
 - Minutes to the May Audit and Finance Committee Meeting
 - BP 1.2 Board By-laws (updated last semester)
 - Governance Constitution and By-laws
 - Student Activities Events: I Am a Leader, Fall 2015 Events Calendar, Connections Week activities
 - Facts at a Glance for AY 2015-2016
 - Cultural Affairs Events Brochure for Fall 2015
 - Strategic plan for 2015-2020

IX. COMMITTEE REPORTS:

Academic Programs and Services Committee: N/A

Audit and Finance Committee:

- Trustee Kraulik reported that the committee met and it is important to share with the board and the legislature that revenue from registration is down 4.7% from last year for the fall semester. If revenue is down 4.7% again in the spring, there will be a \$2.5 Million shortfall. Statistical data is not yet available; however when high school registration is included in the number, it may result in another 1 or 1.5% but that will not cover the shortfall.
- The CSEA contract resulted in a retroactive expense to the College in the amount of \$400,000.
- With these two items alone, the college is approaching a \$3 Million shortfall from what was budgeted.
- Fund balance is \$2.6 Million
- The committee discussed the shortage of self-sustaining courses for non-traditional students and the possibility of increasing efforts to provide online courses, increasing courses in the area of continuing education (such as first aid or CPR renewal courses), or continuing education for attorneys, CPAs, architects and nurses who require continuing education credit. All of these ideas were seen as possibilities for increasing revenue for the College.

X. COMMENTS FROM THE PUBLIC:

- Professor Diane Bliss, FCCC (Faculty Council Community Colleges) delegate, noted that the FCCC is the state recognized faculty voice into governance matters or the community college's voice to the SUNY system. President of the FCCC is a current SUNY Board of Trustees' member. Professor Bliss said that the faculty ear was also at the recent meetings in Cooperstown and they continue to advocate for the community college interests at the local level.

XI. BOARD DISCUSSION: N/A

XII. BOARD ADJOURNMENT: At 6:15 PM Chair Ullrich proposed an adjournment of the public session requesting a motion to end the regular board meeting and enter into an Executive Session to discuss a matter that might indicate litigation.

A motion was made to adjourn the board meeting and enter into Executive Session.

Krahulik/Watson
Unanimous

XIII. EXECUTIVE SESSION: Board Secretary Watson later reported that the board met for discussion of potential litigation at 6:35 PM and adjourned the Executive Session at 7:49 PM.

Respectfully submitted,

Carol A. Murray
Secretary to the Board

NEXT BOARD MEETING:

*Wednesday, October 21, 2015, 5 PM
Music Room, Morrison Hall
Middletown Campus*