

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
HELD ON MONDAY, MARCH 10, 2008, AT 7:00 PM IN THE ASSEMBLY ROOM, NEWBURGH
EXTENSION

Present: Chair: J. Wolfe, Vice Chair, B. Hodge, A. Anthonisen, J. Brock, M. Diana
Absent: R. Calderin, D. Mirro, H. Gareiss, M. Murphy

EXECUTIVE SESSION

At 5:45 pm, a motion was made (Anthonisen/Diana) to enter into an Executive Session to discuss finances according to Section 105 of Article 7 of the Public Officer Law, and no action was taken. At 6:00 pm by unanimous consent the Trustees closed the Executive Session.

I. CALL TO ORDER - At 7:00 pm Chair Joan Wolfe called the meeting.

II. CONSENT AGENDA

A motion was made to approve Consent Agenda Diana/Hodge
Items A – F as presented. Unanimous

A. Approved the Minutes from the regular meeting held on January 14, 2008 as presented.

B. Approved the petty cash reports for January and February 2008 in the amounts of \$21.46 and \$8.58, respectively.

C. Approved Staff and Chair Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Helen Marie Boyle	Interim Assistant Department Chair, Nursing Department	Spring 2008
Jeanine Buckes	Academic Advisor/Retention Specialist, Staff and Chair, Grade II	12/12/07-8/31/08
Elizabeth Gray	Technical Assistant, Staff and Chair, Grade II	2/1/08
Susan Keller	Information Commons Assistant, Staff and Chair, Grade I	2/4/08-8/31/08
John Wolbeck	Interim Chair, Department of Science, Engineering, and Architecture	Spring Semester 2008

D. Approved Faculty Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Nancy Brotherton	Instructor, year 1, Department of Nursing, full-time, temporary	Spring Semester 2008
Janette McCoy-McKay	Instructor, year 1, Department of Global Studies, full-time, temporary	Spring Semester 2008
John Gensch	Instructor, year 1, Department of Criminal Justice, full-time, temporary	Spring Semester 2008
Raphael N. Zingaro	Instructor, year 4, Department of Mathematics and Computer Science full-time, temporary	Fall Semester 2008

E. Approved Faculty Resignation

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Erich Won-Short	Electronic Services Librarian 1 year	1/18/08

F. Approved 2008 Spring Adjunct Payroll

III. PRESIDENT'S REPORT

President William Richards reported to the Trustees about the topics below:

- At today's SUNY meeting, the Academic Standards Committee approved the College's application for a branch campus in Newburgh. The full SUNY Board meets tomorrow to approve the branch campus application. President Richards commended AVP Mindy Ross and the others who were involved in the preparation of the application.
- The final JMZ renderings of the Newburgh campus were on display. These renderings were presented to the OC Legislature on 3/6. The College is waiting for Holt Construction Company to prepare the final cost estimates.
- William Kaplan was selected to receive the "Friend of the Community College Award" by NYCCT at an awards dinner on 4/10.
- Three documents, (Emergency Management Plan, Affirmative Action Manual, and Policy Manual) were distributed and an emergency flip chart was circulated. The flip chart will be placed in all classrooms and offices on campus.
- A committee will evaluate the employment of peace officers vs. security guards on campus. A summary of the findings will be brought to the Trustees in the fall for review.
- As a result of the Emergency Management Plan, several tabletop exercises will be conducted in conjunction with the Middletown and Newburgh Police Departments during the summer. The College will be evaluated and live practices will begin in the fall.
- At the 3/6 Capital Campaign Milestone Reception, Richard and Marianne Rowley announced their gift of \$1 million, which will be the first endowed chair at the College earmarked for entrepreneurial business. To date, \$1.7 million has been raised.
- The new softball field will be dedicated to Mary B. Diana some time in April.
- The SUNY Student Assembly held their monthly meeting on 3/1 in Morrison Hall. Former Student Trustee Donald Boyce organized this event.
- VP Paul Broadie was invited to participate in the Executive Leadership Institute at R.I.T.
- The Gilman Center ribbon-cutting ceremony is set for Thursday, 3/27.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM

Diane Bliss, president of the College Governance System, provided reports on the following topics:

1. This semester PBIE is working on compiling a process/procedures manual for the planning process for prioritizing initiatives. This manual should standardize practice from year to year but, would be reviewed on a regular basis, allowing for recommendations to refine, update or change the process. As part of the PBIE process this year, an issue arose when the committee voting members scheduled a meeting of only voting members to discuss and vote on initiative rankings, a practice called into question in relation to the critical goal of establishing an open and transparent process. After receiving information related to Open Meetings Law as it relates to college or university senates or assemblies, Executive Committee (EC) informed PBIE and will inform Assembly that all meetings of College Governance Committees must be open meetings, except for those committees and/or agenda items meeting the criteria for an executive session or operating under such other restrictions as FERPA or HIPPA.

2. A subcommittee of the Campus Safety and Security Committee has been formed to review procedures related to reporting and response to threats on campus, and will make recommendations. The occurrence of this actually coincides well with Human Resources efforts regarding Workplace Violence and with the scheduled overview of the Emergency Management Plan at the next Assembly.

3. At its 3/5/08 meeting, EC approved a number of revisions to the Constitution and By-Laws of Governance to be taken to the 3/17 Assembly meeting for discussion and 4/21 Assembly for approval. Part of this process of revising and updating the Constitution also includes reexamining the specified areas for which the College Governance System expects to "recommend policies and procedures and offer advisory opinions to the President of the College" (Article II.A). This will be part of the Assembly discussion on 3/17. All changes to the Constitution and By-Laws must be approved by two-thirds of those in attendance at Assembly, after discussion at the previous Assembly.

V. REPORT OF THE STUDENT TRUSTEE

Student Trustee Jonah Brock announced the following items:

Washington D.C.

Student Trustee Brock thanked the board for allowing him to attend the ACCT National Legislative Summit in Washington, DC. He had met with national representatives and at a session organized by former Student Trustee Donald Boyce, Jonah networked with students from across the nation. He discovered that the Illinois Student Trustees met on a monthly basis and will suggest this format at the NYCCT in April.

Athletics:

Women's Basketball ended their season 17-10

- The team won the Mid-Hudson Conference tournament and Season Championship.
- They were the region XXI runner up. Kelly Vaughan was named Conference MVP.

Men's Basketball finished 21-11

- The team was the Mid-Hudson Conference Season Champs and the region XXI runner up.
- Stefan Bonneau was named Mid-Hudson Conference MVP

-Women's Softball/Men's Baseball opens on 3/15; Men's tennis opens 3/26; and Men's Golf opens 4/7.

Student Senate/ Student Life:

- Graduation Fair took place on 2/20.
- New Student Senate President Tammy Brower.
- Increase of interest in Senate this year. The 10 senator and 5 senator-at-large positions are filled.
- On 3/20, the senate is sponsoring the Officers' Club dinner. The event gives all clubs a chance to meet with the student senate to discuss concerns and ways that clubs can work together.
 - The goals for this semester include student representatives on various governance committees and increased student participation in local habitat for humanities.
 - During fall and spring semesters, student life has seen a large increase in the student involvement in clubs and other student life activities.

VI. OLD BUSINESS

1. A motion was made to approve the Emergency Management Plan as presented. Anthonisen/Diana Unanimous

VII. NEW BUSINESS

2 and 3. The Affirmative Action Manual and Policy Manual were distributed to the Trustees for review and approval at the April 14, 2008 meeting.

4. The trustees unanimously approved the wording on the plaque donated by the Masons for the Gilman Center for International Education.

5. A motion was made to approve the Resolution to increase tuition effective for the Fall 2008 Semester:
 - Full-time Students - increase \$200 from \$3,100 to \$3,300
 - Part-time Students - increase \$8, from \$130 to \$138 per credit hourHodge/Diana Unanimous

6. A motion was made to approve the Resolution to Increase Technology Fees effective for the Fall 2008 Semester as follows:
 - Full-time Students - \$115 per semester Diana/Hodge
 - Part-time Students - \$75 per semester from .5 – 11.5 credits Unanimous

VIII. BOARD CHAIR COMMENTS

Board Chair Joan Wolfe announced the following items:

- Trustee Arthur Anthonisen gave a brief overview of the National Legislative Summit. He introduced the keynote speaker, Margaret Spellings. Trustees Anthonisen, Murphy and Brock represented the College.
- Trustee Diana distributed her report from the 1/28/08 Educational Foundation meeting. The foundation meets five times yearly.
- The Trustees Middletown campus tour will take place on 4/22 or 4/30.
- The Trustees half-day retreat will be held on 5/22 or 5/29.

- Trustee orientation schedule: VP Paul Broadie – April and VP Vinnie Cazzetta – May. The trustees should bring their Trustee Manuals to the meetings.
- Committee of the Whole topics for 2008-2009 – The Trustees were asked to submit their suggestions to Chairman Wolfe.
- Student Trustee Jonah Brock was selected to receive the Chancellor’s Award for Student Excellence at a ceremony on 4/7 in Albany.
- Mary Lee Shorr and Michael Gulak, were chosen for the third team of the 2008 All New York Team for Phi Theta Kappa International Honor Society. The students will also be recognized in Albany on 4/7.
- President Richards received approval from the Trustees to discuss with Bill Kaplan naming the North Building in Newburgh after him.
- On 2/29, the College administration met with a Chinese delegation in the Gilman Center. The guests were interested to learn more about the continuing education program
- At the Sojourner Truth Awards on 3/7 more than 400 students throughout Orange County in grades six through twelve were recognized. The keynote speaker Dr. Celia Gonzales from the NYS Comptroller’s office really connected with the students. VP Broadie was commended for organizing this successful event.

IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Audit Committee - None

Academic & Student Services Committee - None

Governance and Nominating Committee – None

President’s Performance Review and Compensation Committee - None

X. COMMENTS FROM THE PUBLIC

- Professor Malia, President of the Faculty Association, introduced Michelle Tubbs, the Treasurer of the Faculty Association.
- President Richards and Professor Malia were unable to attend the NYSUT luncheon on 3/7.
- Former Student Trustee Ken Sincerbox, who presently works with Senator Thomas Morahan, was welcomed. He still advocates for community colleges in Albany and promised to become involved with the Alumni Association.
- An art student, Michael Hipsman, had his work displayed at 2007 Fall SUNY Student Art Exhibition in Albany from 10/8/07 – 1/25/08.

XI. BOARD DISCUSSION - None

XII. BOARD ADJOURNMENT

At 7:50pm a motion was made (Anthonisen/Hodge) to adjourn the meeting.

Respectfully submitted,

Maryann Raab
Assistant to the President