

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
HELD ON MONDAY, JUNE 11 2007, AT 7:00 PM IN THE MUSIC ROOM, MORRISON HALL

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

EXECUTIVE SESSION

At 5:45 pm, the Chair Joan Wolfe convened an Executive Session to discuss personnel matters according to Section 105 of Article 7 of the Public Officer Law, and no action was taken. At 6:10 pm the Trustees closed the Executive Session by acclamation.

I. CALL TO ORDER

At 7:00 pm Chair Joan Wolfe called the meeting and noted that a quorum was present.

II. CONSENT AGENDA

A motion was made to approve Consent Agenda
Items A – I as presented.

Anthonisen/Hodge
Unanimous

A. Approved the Minutes from the regular meeting held on May 10, 2007 as presented.

B. Approved the petty cash reports for May 2007 in the amounts of \$10.56.

C. Approved Faculty Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Robert Cacciatore	Instructor, year 1, Department of Criminal Justice, full-time, tenure-track	AY 2007-08
Dr. Susan Deer	Professor, Department of Movement Science return to full-time, tenured faculty position	AY 2007-08
Linda Fedrizzi	Instructor, year 3, Department of Arts and Communication, full-time, temporary	AY 2007-08
Dr. Melody Festa	Assistant Professor, Department of Biology return to full-time, tenured faculty position	AY 2007-08
Sandra Graff	Instructor, year 3, Department of English and Foreign Languages, full-time, tenure-track	AY 2007-08
Dr. Cory Harris	Instructor, year 1, Department of Global Studies, full-time, tenure-track	AY 2007-08
Dr. Michele Iannuzzi-Sucich	Instructor, year 1, Department of Biology, full-time, tenure-track	AY 2007-08
Kristen Katzin-Nystrom	Instructor, year 1, Department of English and Foreign Languages, full-time, tenure-track	AY 2007-08
Dr. Stephen Meagher	Instructor, year 2, Department of English and Foreign Languages, full-time, tenure-track	AY 2007-08
Dr. Christina Stern	Instructor, year 1, Department of Global Studies, full-time, tenure-track	AY 2007-08

D. Approved Staff and Chair Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Giuseppe Baez	IT Support Specialist I, Grade I	6/18/07
Rogério Faria	IT Support Specialist I, Grade I	5/14/07
John Ivankovic	Director of Financial Aid, Grade III	6/4/07
Roberta Smith	Interim Associate Vice President for Health Professions	7/2/07
<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Judith Schwartz	Chair, Department of Math/Computer Science, redefined load of 15 credits or 20 contact hours per academic year	AY 2007-08
John Wetzstein	Coordinator of Data Management Grade II	6/12/07 - 8/19/07 per diem rate 8/20/07- 8/31/07 pro-rated AY 2007-08

E. Approved Promotions for AY 2007-2008

FACULTY

Associate Professor to Professor

Karen Stephens, Physical Therapist Assist Department

Assistant Professor to Associate Professor

John Wolbeck, Science and Engineering Department

Tom Giorgianni, Applied Technology Department

STAFF/CHAIR

Associate Professor to Professor

Patricia Guallini, Social Sciences Department

F. Approved Tenure for AY 2007-2008 and 2008-2009

Tenure for the following faculty members becomes effective AY 2008-2009:

<u>Faculty</u>	<u>Discipline</u>
Beverly Marchesani	Nursing

Tenure for the following faculty and staff/chair employees commences in AY 2007-2008:

<u>Faculty</u>	
Marie DeFazio	Biology/Laboratory Technology
Kirsten Gabrielsen	Biology/Laboratory Technology
Barbara Pinkall	Math & Computer Science
Chris Slichta	English & Foreign Language

G. Approval of Merit Stipends for AY 2007-2008

<u>Name</u>	<u>Title/Department</u>	<u>Recommendation</u>
Neil Foley	Director of Academic Services	One-time \$2,000 merit award
Linda Gramm	Asst. Director of Academic Services	One-time \$2,000 merit award
Jo Ann Hamburg	Assistant Comptroller	One-time \$2,000 merit award
Nancy Carlson	Chair, Education Department	One-time \$500 merit award

H. Approval of Management Confidential Contracts for AY 2007-2008

<u>Name</u>	<u>Title</u>
J. Daniel Bloomer	Vice President for Administration
Paul Broadie	Vice President for Student Services
Vincent Cazzetta	Vice President for Institutional Advancement
Catherine Chew	Vice President for Academic Affairs
James Dutcher	Associate Vice President, Technology
Veronica Galletly	Assistant to the Vice President for Administration
Richard Heppner	Associate Vice President, Liberal Arts
Wendy Holmes	Director, Human Resources
Carol Murray	Assistant to the Vice President for Academic Affairs
Maryann Raab	Assistant to the President
Mindy Ross	Associate Vice President, Newburgh Extension Center
Roslyn Smith	Comptroller

I. Approved the Proposed Budget for 2007-2008

III. **PRESIDENT'S REPORT**

President William Richards updated to the Trustees about the topics listed below:

- The College is seriously involved in energy management. President Richards signed onto the American College and University Presidents' initiative to make all campuses energy efficient. The design of the new campus in Newburgh will be environmentally efficient.
- **United Way** – The College increased its giving to the 2007 United Way campaign to \$11,300, an increase of \$800. Next year's goal is \$14,000.
- Education majors from SUNY Orange have maintained a 100% pass rate as transfers to SUNY New Paltz.
- The SUNY university system's schedule of tuition demonstrates that SUNY Orange's tuition remains below the median. The College's tuition is not at the level which requires the SUNY Board of Trustees' approval.
- During this year, the College will review two important documents:
 1. Preparation for the self-study required for the Middle States' Periodic Review
 2. Revisit the College's Strategic Plan 2005-2010

Input will include the Board of Trustees, college community members and individuals from the outside community. The documents will be revised by the end of the year, and the process will mimic the original process, but less extensive.

- The *Chronicle of Higher Education's* article entitled "What Trustees Think" was distributed to the Board.
- The Board received copies of the Educational Foundation's recently approved policies relating to the Capital Campaign and the types of gifts/endowments that will be offered during the campaign. A third policy pertaining to the naming of buildings was distributed to the Trustees for review. The renaming policy will be placed on the September 2007 Board of Trustees' agenda for approval.
- At the Board Chair's request, at the September Board meeting reports will include the following topics:
 1. Center for Teaching and Learning and the mentorship project for new employees
 2. A brief review of the Educational Foundation status
 3. In-depth progress report on the capital campaign

IV. **REPORT OF THE COLLEGE GOVERNANCE SYSTEM**

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

- At the last Assembly meeting of the semester, the Assembly approved:
 - an Academic Policy recommendation related to Developmental Courses;
 - the recommended Process and Guidelines for Use of the Student Feedback Forms - setting the stage for college-wide student feedback on all courses in an online format commencing this Fall;
 - the recommendations of the Cultural Affairs Committee that a Cultural Affairs Program be created under the Office of Academic Affairs, the coordinator position be increased to full-time, and an Advisory Board be established that allows community input but retains college faculty majority.
 - The last move would also mean the dissolution of the governance committee once the Advisory Board is in place and functioning.

V. REPORT OF THE STUDENT TRUSTEE

Student Trustee Jenna Boyce reported on students' events:

- Student Trustee Boyce thanked the Board for a wonderful year and for all the new experiences she has gained as a Student Trustee.
- Jonah Brock, the newly elected Student Trustee, was introduced. His term begins on 6/30/07.

VI. OLD BUSINESS - None

VII. NEW BUSINESS

- Former Student Trustee Donald Boyce was selected as the student representative to the SUNY Board of Trustees, and Governor Elliot Spitzer has invited Don Boyce to sit on the Commission for the review of higher education. The commission has been given an eleven-month window to make recommendations to the Governor.

Items 1 and 2

The following two policies were presented to the Board for their review and comments:

1. Community College Code of Professional Ethics
2. Whistleblower Policy

In August 2007, the policies will be presented to the Governance System for comments, and the Board will vote on the adoption of the policies at the October meeting.

Item 3 A motion was made to approve the NYS Comptroller's Audit Response and Corrective Action Plan. Mirro/Anthonisen
Unanimous

Item 4 A motion was made to approve the Capital Asset Policy Mirro/Anthonisen
Unanimous

Item 5 A motion was made to approve the Resolution No. 12 to Support Branch Campus Status in Newburgh Anthonisen/Diana
Unanimous

This resolution will go before the Orange County Legislature, and a certified copy of the legislature's approval will be forwarded to Albany with the branch campus application.

Item 6

A draft of the Naming of Major College Buildings, College Properties, Academic and Non-Academic Programs was presented to the Board for review and comment. A vote on this policy will be presented to the Trustees in September. At the Educational Foundation meeting, two resolutions pertaining to the capital campaign were adopted:

1. A minimum of \$25,000 to be raised in five years for an endowed scholarship
2. The gift acceptance policy

VIII. BOARD CHAIR COMMENTS

Board Chair Joan Wolfe shared several Trustee highlights:

- Board Chair Wolfe thanked Trustees Arthur Anthonisen, Maria Diana and Herb Gareiss for being part of the commencement ceremonies.
- The 5/10 Board Retreat was one of the most informative retreats that she has attended. She thanked all the presenters and participants for a job well done.
- President Richards, Board Chair Wolfe and Trustees Anthonisen and Diana will attend the ACCT Conference from 9/26-29. An invitation to attend this conference was extended to the other trustees.

IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Administrative Services Committee - None

Personnel and Finance Committee – None

Audit Committee

- Trustee Donald Mirro reported that at the Committee of the Whole Meeting, VP Bloomer shared with the Board the issues discussed at the 6/7 Audit Committee meeting. Two key issues included the Audit Response to the NYS Comptroller, which included the Corrective Action Plan, and the Capital Asset Policy, both approved above under New Business – Items 3 and 4.

Educational Policies and Student Affairs Committee - None

The Board plans to reactivate the use of regular committee meetings and reports. This plan will be established during the summer. The new format will commence in the fall.

X. COMMENTS FROM THE PUBLIC

- Professor Kathleen Malia, president of the Faculty Association, reported two concerns that were brought to her from faculty members with regard to the Library renovations:
 1. Faculty members are concerned about the area being cleared for for the new Gilman Center, which includes the relocation of the books to the second floor.
 2. Science faculty members are apprehensive about not having hard copies of journals used in student research.
- President Richards announced that the latest CD produced by the Madrigal Singers was distributed to the Trustees. Christa Damaris informed President Richards that the Madrigals are ready to make a CD with sixteen of their best works, including the Barber Shop quartet.
- Also distributed was a blue, Emergency Procedure Card. The card was distributed to all employees and is part of the Emergency Management Plan.

XI. BOARD DISCUSSION - None

XII. BOARD ADJOURNMENT

At 7:30 pm a motion was made (Diana/Anthonisen) to adjourn the meeting.

Respectfully submitted,

Maryann Raab
Assistant to the President