

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING  
HELD ON MONDAY, SEPTEMBER 10, 2007, AT 7:00 PM IN THE MUSIC ROOM, MORRISON HALL

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

**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 6:00 pm the Trustees closed the Executive Session by acclamation.

**I. CALL TO ORDER**

At 7:00 pm Chair Joan Wolfe called the meeting to order. Chair Wolfe administered the Oath of Office to the new Student Trustee Jonah Brock.

**II. CONSENT AGENDA**

A motion was made to approve Consent Agenda  
Items A – H as presented. Murphy/Mirro  
Unanimous

- A. Approved the Minutes from the regular meeting held on June 11, 2007 as presented.
- B. Approved the petty cash reports for June, July and August 2007 in the amounts of \$5.21, \$8.63 and \$0.00, respectively.

**C. Approved Faculty Appointments**

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Nancy Brotherton	Instructor, year 1, Department of Nursing, full-time, temporary	Fall 2007
Patricia Cal	Instructor, year 1, Department of Nursing, full-time, tenure-track	AY 2007-08
Deborah Chedister	Instructor, year 1, Department of English and Foreign Languages, full-time, temporary	AY 2007-08
Anthony Cruz	Instructor, year 1, Department of English and Foreign Languages, full-time, tenure-track	AY 2007-08
Christopher S. Lamb	Instructor, year 1, Department of English and Foreign Languages, full-time, temporary	AY 2007-08
Barbara McCormack	Instructor, year 1, Department of Nursing, full-time, temporary	AY 2007-08
Michael McCoy	Instructor, year 1, Department of Global Studies, full-time, temporary	AY 2007-08
Alan McGlynn	Instructor, year 1, Department of Nursing, full-time, tenure-track	AY 2007-08

Pamela Rice-Woytowitz	Instructor, year 1, Department of Science and Engineering, full-time, tenure-track	AY 2007-08
Robert Ricci	Instructor, year 1, Department of English and Foreign Languages, full-time, temporary	AY 2007-08
Meredith Sloan	Instructor, year 1, Department of English and Foreign Languages, full-time, temporary	AY 2007-08
Yun David Wang	Instructor, year 5, Department of Applied Technology, full-time, tenure-track	AY 2007-08
Heidi Amelia-Anne Weber	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>
Helen Marie Boyle	Interim Assistant Chair, Nursing Department	Fall 2007
Robert Misiak	Interim Chair, Department of Diagnostic Imaging	AY 2007-08
Stacey Moegenburg	Chair, Department of Science and Engineering	AY 2007-08
Joanne Penzato	Academic Advisor/Retention Specialist, Grade II – Newburgh	7/1 - 8/31/07 AY 2007-08
Cynthia Richichi	Budget Coordinator, Grade II	7/9/07
Michael Roe	Director of Admissions and Recruitment, Grade III	8/13 – 8/31/07 AY 2007-08
Lynne Sheren	Coordinator of Grants, Grade II	9/1/07 – 12/1/07
Petra Wege-Beers	Director of Career & Internship Services, Grade III	9/10/07

E. Approved Management Confidential Appointments

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Christine Work	Institutional Planning, Assessment and Research Officer	7/9/07
Gerrienne Brusati	Associate Vice President for Enrollment Management	8/6/07-8/31/07 AY 2007-2008

F. Approved Management Confidential/Staff & Chair Stipends for AY 2007-2008

<u>Name</u>	<u>Title/Department</u>	<u>Effective</u>
<b><u>Management Confidential</u></b>		
Maryann Raab	Secretary to the Board of Trustees	9/1/07 (Base Salary)
<b><u>Staff and Chair</u></b>		
Maureen Larsen	Functional Banner Project Manager	AY 2007-2008
Sharyne Miller	Technical Banner Project Manager	AY 2007-2008
Darlene Walsh	Dental Hygiene - additional responsibilities formerly held by Roberta Smith	AY 2007-2008

G. Approved Department Name Changes

<u>Former Title</u>	<u>New Department Title/Department</u>
Science and Engineering Department	Science, Engineering and Architecture Department
Social Science Department	Psychology and Sociology Department

H. Approved of Faculty Retirements

<u>Name</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Barbara A. Doty	Associate Professor of English and Foreign Languages Department	18	7/1/07
Kenneth W. Graham	Associate Professor, Criminal Justice Department	21 ½	8/16/07

At the same time, the Board granted the approval of the status of Professor Emeritus to Associate Professors Barbara A. Doty and Kenneth W. Graham for their dedicated service to the College and the students throughout their careers.

**III. PRESIDENT'S REPORT**

President William Richards updated to the Trustees about the following topics:

- Newburgh Update
  - Director of the Newburgh Extension Center Mindy Ross is close to finishing the branch campus application, which will be submitted to Albany shortly.
  - Contracts with JMZ to continue with the design of the proposed new campus and Holt Construction Company have been executed.
- President Richards met with Senator John Bonacic and other Albany legislators to discuss Phase I for the Middletown Campus. The College is seeking \$25 million in funding for Phase I during the next legislative session.
- The Frontier Lab Ribbon-Cutting Ceremony and Reception will take place on Wednesday, 9/12 at 10:30am.
- Major progress continues on the Gilman Center for International Studies. The outside shell should be completed this fall and the interior work should be finished by January 2008.
- The Trustees reviewed purchasing vs. renting regalia for commencement. The Trustees concurred that purchasing regalia will provide a significant savings to the College. The Board will work with the bookstore and a company representative prior to commencement to order regalia for each trustee.
- The new laptops for the Board will be programmed and ready for use at the next Board meeting. Trustee training sessions are set after the October, November and December Board meetings. The Trustees will now be able to receive pertinent Board information via e-mail and the internet and will be required to bring their laptops to the Board meetings.
- President Richards informed the Trustees that a Memorandum of Understanding (MOU) between SUNY Orange and SUNY Administration on Standards for Facilitating Student Loans was included in the Board packet. He assured the Board that the College complies with the standards stated in the MOU.
- Registration forms were distributed to the Trustees for the NYCCT Conference in Albany on 10/12-13/07. Chair Wolfe, Trustees Anthonisen, Gareiss, and Brock plan to attend the conference.

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

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

1. The first meeting of Executive Committee this academic year is planned for 9/12/07. The committee will address assessing the effectiveness of changes to the Faculty and Staff Development Committee charge and professional development funding disbursements, determining the future of the ad hoc Professional Recognition and Awards Committee (which determines our in-house excellence awards and also our nominees for the Chancellor's Awards), creation of an ad hoc Sustainability Committee, communicating and following up on the Student Feedback Forms recommendations, establishing a link between the Scholarship and Financial Assistance Committee and the Educational Foundation, and promoting better communication throughout the college. The Executive Committee will tackle other issues as they arise and will strive for increased effectiveness of the governance system, the efforts of its committee members, and college-wide communications and decision-making.

2. The Awards Convocation held on 9/7 included a good turn out of students, family and friends as well as some dedicated faculty who also attended in support of our students' academic achievements.

3. The semester is fully underway, and faculty and staff are excited to see the campus alive again with students pursuing their education and dreams. They are also excited to see the many new faces of our faculty and staff, the latest additions to the Orange County Community College family.

#### V. REPORT OF THE STUDENT TRUSTEE

Student Trustee Jonah Brock announced the following items:

- The new student orientations took place on 8/21, 22 and 23. The change in format worked well and the turnout for the sessions was greater than expected.
- Student Senate elections take place this week. Nine students are running for seven openings.
- The Student Life Day and BBQ is scheduled for 9/12.

#### VI. OLD BUSINESS

##### Item 1

A motion was made to approve Resolution No 1 –  
AY 2007-2008 to Adopt the Naming of Major College  
Buildings, College Properties, Academic and  
Non-Academic Programs at Orange County  
Community College.

Anthonisen/Gareiss  
Unanimous

#### VII. NEW BUSINESS

##### Items 2

Trustee Gareiss announced that the Trustees plan to review the By-laws and make appropriate changes to the committee structure, charges and responsibilities.

##### Item 3

Trustee Gareiss reported that the Nominating Committee will move forward with the new slate of officers for 2007-2008 at 10/15 Board meeting. President Richards and Chair Wolfe plan to meet with the Trustees to discuss changes to the committee structure.

A motion was made to postpone the vote on committee appointments for 2007-2008. The present committee structure will continue for one month.

Anthonisen/Mirro  
Unanimous

### VIII. BOARD CHAIR COMMENTS

Board Chair Joan Wolfe reported on the items listed below:

1. President Richards' performance review and salary recommendation were deliberated by the Performance Review Committee during August. The Trustees discussed the committee's findings at length during this evening's Executive Session. President Richards has formulated aggressive initiatives for next year and met his 2006-2007 goals, which were creative and energetic. Salary and compensation comparisons were made from a chart provided by SUNY for all Community College Presidents.

A motion was made to approve a 9.37% salary increase for 2007-2008, effective after the contracts are settled and retroactive to September 1, 2007.

Gareiss/Anthonisen  
Unanimous

2. Last year Trustee Herbert Gareiss could not attend several meetings, and he suggested that the By-laws could be amended to grant permission for a trustee(s) to join a Board meeting via telephone conference. The Trustees agreed to revise this section of the By-laws, and President Richards will investigate the protocol and equipment needed to make teleconferencing into a Board meeting possible.

### IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

Administrative Services Committee - None

Personnel and Finance Committee - None

Audit Committee - None

Educational Policies and Student Affairs - None

### X. COMMENTS FROM THE PUBLIC

- Professor Kathleen Malia, president of the Faculty Association, noted that the faculty is pleased to see the hiring of 17 new full-time faculty members this year.
- She also mentioned that the faculty is coming into the fall semester without an increase. Negotiations begin on Monday, 9/17.

### XI. BOARD DISCUSSION - None

### XII. BOARD ADJOURNMENT

At 7:40 pm a motion was made (Murphy/Gareiss) to adjourn the meeting.

Respectfully submitted,

Maryann Raab  
Assistant to the President