

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
TUESDAY, OCTOBER 9, 2012, 4 pm  
Music Room, Morrison Hall, Middletown Campus**

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

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

Chair Wolfe noted that Trustee Anthonisen would be participating via SKYPE technology.

Chair Wolfe noted that she and Trustee Anthonisen will be attending the annual ACCT conference October 10 through October 13.

Chair Wolfe welcomed Foundation Board member Derek Wynkoop.

**II. CONSENT AGENDA**

Chair Wolfe requested a motion to approve the Consent Agenda:

- A. Approval of regular minutes from September 10, 2012
- B. Approval of Petty Cash Reimbursements and Financial Statements for September 2012
- C. Approval of Appointments as follows:

**Faculty:**

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Kathleen Thaler	Instructor, Year 1 Nursing <i>F/T Temporary, Emergency Hire</i>	Pro-Rated for Fall 2012

**Staff:**

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Tyler Beebe	IT Support Specialist II, Grade II Information Technology Services <i>Promotion</i>	Pro-Rated for 9/17/12 – 8/31/13

- D. Approval of Retirement as follows:

**Staff:**

<u>Name</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Sharon Ahearn	Movement Science	14	January 2, 2013

Murphy/Ullrich  
Unanimous

### **III. President's Report:**

- The College received the Title III grant of \$1.9 Million which will be utilized to create a “One-Stop Student Center”, portal, and Call Center. This will advance the College significantly over the next several years. President Richards thanked all those who were involved in the success of the grant.
- Enrollment is down approximately 3% however the College is holding its own and saving internally wherever possible.
- SUNY Orange is working with our sister colleges locally to investigate opportunities for shared services.
- Construction on the parking garage is ahead of schedule and the garage will be operational in January 2013 for the spring semester start.
- The College received LEED's gold certification (Leadership in Energy and Environmental Design) for Kaplan Hall design; NYSERDA (New York State Energy Research and Development). The County Executive is planning a media event at Kaplan Hall.
- The College received an award and recognition for status as a “Military Friendly” college. Only 14% of American colleges received recognition.
- The “Sharing Our Excellence” presentations have begun and there are seven in all, throughout the county. The presentations thus far have been well-attended and well-received. The conversations between the Board of Trustees and the Foundation board are having a positive impact on the economic, social and cultural well being of the institution.
- Robert Polhamus, student researcher, was charged with finding descendants of the WW I soldiers who participated in the last battle of WW I. After all the research was complete, Robert reported that he had located one living descendant who will attend the celebration at the end of September and receive a Purple Heart on behalf of his deceased relative. Robert will be doing a presentation of his research at the Middletown and Newburgh campuses later in the semester.

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

- Executive Committee reviewed and discussed the Cultural Affairs Transition Report (from a Governance Standing Committee to an Advisory Board) received from Steve Harpst & Dorothy Szeftc. Overall, the Executive Committee feels the transition has gone positively with no reduction in services and offerings.
- Executive Committee does have a few items they want clarification on, so a memo has been sent to the VPAA soliciting this additional information, since Cultural Affairs is now a unit of the Academic Affairs area of the College.
- Governance standing committees are on their way and have been ironing out a few membership issues (reps in need of replacements). Student reps have been assigned to committees with some being students from our new Newburgh campus Student Senate.
- Michelle Tubbs, Governance President, attended the FCCC Campus Governance Leaders Conference 9/28 & 9/29. Many informative presentations were offered from SUNY administrators and FCCC officers on Student Mobility & Seamless Transfer, General Education, Curriculum Committee responsibilities, running effective meetings and governance strengths and challenges at different institutions.
- Diane Bliss, SUNY Orange's FCCC Alternative Delegate, will be attending the FCCC Fall Plenary at Monroe Community College 10/18-10/20.
- A total of 9 people officially attended an Assembly meeting from Newburgh for the first time using video & audio connection on 9/24. There are still a few bugs to work out, but feedback provided from a few of the Newburgh attendees was positive and supportive.

**V. REPORT OF THE STUDENT TRUSTEE – *Janise Lewis***

**Student Senate**

- Both campuses are getting off to a great start. I had a meet and greet with Newburgh Student Senators. Newburgh Senator initiated with upcoming elections in November, that SUNY Orange should hold a voter registration drive. Both Newburgh and Middletown Senates were able to conduct the drive for both campuses. 100+ voters have been registered so far. This was a great collaborative effort and example of how the campuses work together toward a common goal.
- I scheduled a meet and greet with the Middletown Senators as well. However, with the appointment of new officers they were unable to set a scheduled meeting. I am currently in contact with them to reschedule. I am looking forward to seeing what progress they've made thus far.
- Newburgh Campus has been reviewing a constitutional review for each of the Newburgh campus clubs. This is to ensure that all clubs are following guidelines and regulations to keep their clubs productive.

**Student Activities**

- The Board of Activities have both been doing a great job getting students involved on campus. Both Student Life Day and The Newburgh Campus Involvement Fair were a huge success. They have also appointed a new president of the club, Jennifer Rowe who currently holds a 4.0 GPA. There are also 2 other honor students, Alex De La Rosa who holds a position as community service committee chair, and Amanda Quintana who is the promotions committee chair (both of which are only 17 years old). The goal of the club this year is to expand our scholastic horizons while enhancing student life.
- Some of the other recent club activities are as follows:
  - Club X3 has been conducting several events in an effort to get more students involved (ex: pizza party, scavenger hunt)
  - The Living Waters Christian Club also conducted a gospel concert. They also had a great attendance.

**VI OLD BUSINESS**

- Chair Wolfe noted that she and Trustees Anthonisen and Hunter attended the NYCCT Trustee Institute and Annual Conference in September. They participated in a panel discussion along with AVP for Resource Development Russell Hammond and Nick Illobre, past-chair of the Foundation. The panel discussed the work that the trustees and foundation board members have been doing together towards resource development. Many colleges welcomed this information and some noted that they do not have a collaborative relationship between their BOT and Foundation Board and welcomed the ideas presented by the SUNY Orange panel. Chair Wolfe also expressed her gratitude to AVP Hammond and Mr. Illobre for attending and participating in the panel discussion.

## VII. NEW BUSINESS

***A motion was made*** to approve BP 1.8: Emergency Appointment of Interim President

Anthonisen/O'Donnell  
Unanimous

The proposed Fee Schedule for January 2013 was distributed to trustees for review prior to the next board meeting, at which time Trustee Krahulik would like to discuss the proposal.

## VIII. BOARD CHAIR COMMENTS – *Joan Wolfe*

- Chair Wolfe thanked the Foundation Board for once again sponsoring the Foundation Leadership Award ceremony which was very well-attended and she thanked the 4 women who participated in a panel discussion and who received awards as follows:
  - Kathy Frommer, Community Leadership Award
  - Vera Best, Leadership in Education Award
  - Kim Boylan, Alumni Leadership Award
  - Kelly Williams, Leadership in Business Award
- At each board meeting for AY 2012-2013, an academic department will do a short presentation on their discipline which will be very informative for the board.
- The initial meeting with several of our sister colleges was very successful and this consortium will continue to meet to brainstorm on issues that all are facing with limited funding. Chair Wolfe thanked VPAF Roz Smith and VP/CIO Jose Bernier for their participation in these discussions.
- The Groundbreaking ceremony for the Center for Science and Engineering was held on September 18<sup>th</sup>.
- Chair Wolfe noted a conversation with County Legislator Dennis Simmons, who mentioned that the Education Committee will have a meeting for brainstorming in December. Chair Wolfe suggested that this might be an informative meeting for the entire board to attend.
- The Morrison Lab School dedication ceremony will be held on October 17<sup>th</sup> at 4 PM.
- Final By-Laws and Committee Charters were distributed today and Chair Wolfe suggested that the trustees review again and reflect on the responsibilities of the committees.
- Chair Wolfe attended a strategic planning meeting with Linda Suskie regarding our Middle States preparation and she was amazed at the amount of work that everyone at the College is doing.

## IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

N/A

### **Committee of the Whole:**

#### Presentation on Governance Board Responsibilities:

Heather Perfetti, VP for Academic Affairs and Christine Work, Institutional Planning Assessment and Research Officer gave a presentation on the responsibilities that governing boards have with regard to Middle States accreditation. Both VPAA Perfetti and Ms. Work noted that the SUNY Orange Board of Trustees has done a good job of staying informed and their work with the Foundation Board is noteworthy. The engagement in advocating and lobbying for resources at the College that is done by the board shows that they are actively involved at the College. Chair Wolfe will be interviewed by the Middle States working group that has been tasked with review of Standard #4 and they may also

interview Trustee Ullrich. The Board of Trustees Orientation manual and self-evaluations that the board completes periodically are good processes for evaluating and for orienting new board members. Chair Wolfe thanked VPAA Perfetti and Ms. Work for their presentation as the board had requested more information about Middle States. An update will be provided at the December board meeting.

Trustee Ullrich commended both Chair Wolfe and Trustee Anthonisen (past Chair) for their leadership as they have moved the College significantly in the direction of compliance.

Spotlight Presentation: Occupational Therapist Assistant Department

Department Chair for Occupational Therapy Assistant, Flo Hannes and Mildred Consolo-Melchionne, Academic Fieldwork Coordinator, gave a very informative presentation highlighting the accomplishments of the Occupational Therapist Assistant Department and their successes. They have done much work with the Assistive Technology Center and the board was given a tour after the presentation. In addition, much collaboration in the community is coordinated with such organizations as Office for the Aging and Safe Homes. Students participate in cohort programs throughout the community doing field site work. Most recently, Assemblywoman Gunther has agreed to sponsor the request for COTA licensing in New York State. Assemblywoman Gunther is also a strong supporter of the OTA program and has given a gift to begin planning for expansion of the program to the Newburgh campus.

**X. COMMENTS FROM THE PUBLIC**

Professor Kathy Malia, Faculty Association President, noted that contract negotiations have not been positive and an impasse was proposed in the spring. The Faculty Association feels that they have given modest proposals, one of which is the payroll distribution of checks for 26 weeks. Faculty would like to have the option of 19 or 26 paychecks.

**XI. BOARD DISCUSSION – N/A**

**XII. EXECUTIVE SESSION – N/A**

**XIII. BOARD ADJOURNMENT**

At 4:45 PM, a motion was made (Ullrich/Murphy) to adjourn the meeting.

Respectfully submitted,

Carol A. Murray  
Secretary to the Board

**NEXT BOARD MEETING**  
**Monday, November 12, 2012**  
**4 PM – 5:45 PM**  
**Board Room, Tower Building, Newburgh Campus**