

**MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES  
MEETING HELD WEDNESDAY, JANUARY 13, 2010, AT 8:45 AM, MUSIC ROOM,  
MORRISON HALL**

Present: Chair J. Wolfe, Vice Chair S. O'Donnell, A. Anthonisen, R. Calderin, R. Krahulik,  
G. Mokotoff, C. Stoker, H. Ullrich  
Absent: B. Hodge, M. Murphy

**I. CALL TO ORDER** - Chairman Joan Wolfe called the meeting to order at 8:45 am.

**II. CONSENT AGENDA**

A motion was made to approve Consent Agenda items A – D. Ullrich/Calderin  
Unanimous

A. Approved the regular Meeting Minutes dated 11/11/09.

B. Approved Petty Cash reports for November and December 2009 in the amounts of \$40.52 and \$7.00, respectively.

C. Approved Staff and Chair Appointments

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Rosemary Barrett	Assistant Director of Financial Aid Newburgh Campus, Grade II	1/1/10
Christopher Clark	Coordinator of Safety & Security for Newburgh, Grade II	1/4/10

D. Approved Faculty Appointment

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Alice Coburn	Instructor, Nursing Department full-time, temporary, Year 1	Spring 2010

**III. PRESIDENT'S REPORT- William Richards**

- Linda Fedrizzi, PTK advisor, received the Pinnacle Award from the national Phi Theta Kappa (PTK) organization. This award is the highest recognition given to community colleges that have increased their PTK membership by at least twenty-five percent.
- The Honors program's enrollment is at an all-time high. The program receives its stimulus from the James Ottaway Scholarship for honors students.
- James Ottaway has funded the Beacon Institute, a conference that recognizes excellence in students' essays in varied topics. Mr. Ottaway donated \$10,000 toward this year's Beacon Conference at SUNY Orange on 6/4/10. The donation will cover expenses related to hosting the conference.
- The Newburgh Campus Steel Topping Ceremony was held on 1/5/10. The ceremony signifies the last steel girder to be placed on the top of the structure. In attendance were Trustees Wolfe, Calderin and Anthonisen as well as many State and County elected officials. Joan Kaplan represented her father, Bill Kaplan at the event.
- Full-time faculty and part-time faculty ratios were reported. Full-time faculty covers 55% of course sections vs. 45% of course sections covered by part-time faculty.

Enrollment is skyrocketing, which makes it difficult to control the ratio. A preferable ratio would be 60% of full-time faculty covering course sections.

- Capital Campaign – The Faculty Association and the Staff & Chair Association will meet with Russell Hammond on 2/7/10 to discuss the associations' joint response to the campaign. The College's CSEA employees will be approached next. A proposal will be extended to the county-wide CSEA employees.
- CSEA employees approved the 2010 summer four-day work week. The summer program commences on 6/7 - 7/26/10. Last year the College realized a \$65,000 savings from this program. The College is investigating closing one building during the summer session for an additional \$30,000 savings. Due to increased enrollment, the building closure may occur only during the second summer session.
- Enrollment continues to increase dramatically. Last week, the full-time credit hour enrollment increase was up 21%, compared to the same time last year. FTEs were up 19.5% for the spring semester. Increased enrollment remained even at the Middletown and Newburgh campuses. Similar increases may continue for four years.
- Before the winter break, the College participated in the Adopt-a-Family program. The College served 60 families and 228 individuals. Thanks to the faculty and staff and chair association, each family received a \$40 gift card for food.
- On 1/5, the first day back on campus, a garbage truck ignited behind Shepard Center. No damage to the building occurred.
- The bi-annual Employee Leadership Conference will be offered at an off-campus site on 5/18 – 5/20. Enrollment is limited to 25 participants. The conference is a wonderful opportunity to build leadership skills from within the College.
- The College received the first Kaplan gift installment of \$500,000, which is slated to be used for the new SIM lab in Newburgh.

#### IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM – Diane Bliss - None

#### V. REPORT OF THE STUDENT TRUSTEE – Corrina Stoker

##### Student Lobby Effort:

- The student lobby website created by Trustee Stoker and Artur Charukhchyan is officially up and running. A link to the student lobby site can be accessed from the SUNY Orange webpage. Submissions have been received already. Trustee Stoker asked the trustees to visit the website.
- Trustee Stoker will write an opinion piece for the *Times Herald-Record* regarding the students' lobby effort. The piece addresses the budget cuts to community college proposed by Governor Paterson.

##### Student Senate Items:

- **Shuttle Service between Newburgh and Middletown** - The Senate proposed adding a bus that would leave every hour from Newburgh to Middletown. The cost estimates to increase service are very high. The Student Senate has backed off the issue. A formal recommendation will be made to Mike Worden requesting an additional bus in the future. A brief discussion continued about charging students and applying for grants.
- **Campus Life Surveys** – A report will be going to the cabinet and the board. Students are pleased that the atmosphere on campus is similar to a four-year college.

#### **REPORT OF THE STUDENT TRUSTEE – Corrina Stoker (cont'd)**

- **Board of Activities & Student Senate** will attend a retreat this weekend at Big Indian Springs near Albany. Both Middletown and Newburgh campuses will be represented and the groups will work on governance issues. Workshops will be offered about rewriting the clubs' constitutions and other topics.
- **Excellence in Teaching Awards** – This tradition will be restarted. The Student Senate presented five nominations from the student body to the SUNY Orange awards committee for their review.
- **SUNY Chancellor's Awards for Student Excellence** – Three students were nominated by faculty and staff.

#### **VI. OLD BUSINESS**

##### **Academic and Student Services Committee Report - Trustee Mokotoff**

- The Developments Oversight Team, chaired by Mary Warrenner, is evaluating the current pass, hold, and failure process for developmental course studies. A student has three chances to pass a course before access is no longer an option. The process is being reviewed with the possibility of improved intervention and remediation.
- For the Fall 2009 semester, faculty increased with the hiring of 17 new tenure-track and full-time temporary teachers. Five positions were assigned to the Newburgh campus. The full-time faculty/adjunct ratio is now 55-45%.
- Academic Affairs is investigating a new interdisciplinary department to handle cross-disciplinary programs, such as the college-wide internship program. A more structured design would better facilitate combined degrees in more than one discipline e.g. technology, science or engineering. VP Heppner is very involved in this effort.
- A brief discussion took place about the notification process for committee meetings.

##### **Audit and Finance Committee Report - Trustee Krahulik**

- A written report was distributed.
- VP Roz Smith, the committee's facilitator, emphasized the future dire financial situation and anticipated cuts to state education aid.
- The committee recommends that unnecessary and discretionary expenditures should be cut immediately. An example of such expenditures would be unnecessary travel on the part of the Board of Trustees, the administration, faculty and staff. Lobbying is important, but a suggestion was made to invite the legislators to campus rather than traveling to Albany or Washington, DC.
- The Board should set an example before the county comes to the College asking to cut expenses.
- Demonstrate to students that we will be facing tuition increases.

**VII. NEW BUSINESS**

**Budget Discussion on Tuition Increases**

- All trustees continued discussing the pros and cons of increasing tuition by \$250 yearly.
- Trustee Stoker noted that students are informed and aware of tuition increases. Students were given the opportunity to contact their legislators. Trustee Stoker will provide an update to the students before the semester begins.
- President Richards will visit the Student Senate and bring back the students' responses before a vote is taken in February.
- The Trustees will be invited to attend an open student senate meeting.
- Fees increases were also discussed:
  - Assessment fee becomes non-refundable
  - Graduation fee increases from \$45 to \$50
  - New Cultural Affairs \$5
  - Technology fee increase from \$120 to \$125
  - Part-time technology fee will be charged per credit hour.

**VIII. BOARD CHAIR COMMENTS - Joan Wolfe**

- Chair Wolfe attended the Educational Foundation board meeting, which was a very positive experience. Chair Wolfe suggested that new trustees should attend a meeting as part of their orientation. The next meeting is on 1/25.
- Chair Wolfe attended the College Association board meeting. Officers were elected: Mike Worden as Executive Director and Jack McMahon as Vice Chair. Student Trustee Stoker attended for the first time. Discussion took place about bookstore sales being impacted by students purchasing books online or renting books.
- Chair Wolfe requested that a thank you note to the Garden Lovers Club and a congratulatory note for Linda Fedrizzi should be prepared from the Trustees.
- Facts-at-a-Glance brochure will be updated so that the Trustees will have this information available when they attend community events.

**IX. COMMITTEE REPORTS AND/OR RECOMMENDATIONS**

**Academic and Student**

<b>Services Committee</b>	<b>Trustee Mokotoff</b>	<b>Refer to Old Business</b>
<b>Audit and Finance</b>	<b>Trustee Krahulik</b>	<b>Refer to Old Business</b>
<b>Governance and Nominating</b>	<b>Trustee Murphy</b>	<b>None</b>
<b>President's Performance</b>	<b>Trustee Anthonisen</b>	<b>None</b>
<b>Review &amp; Compensation</b>		

**X. COMMENTS FROM THE PUBLIC**

- Professor Malia questioned the number of new faculty hired.
- Professor Kathleen Malia, President of the Faculty Association, indicated that the faculty members are still experiencing major difficulty with parking in Middletown. John Aherne is working with the faculty. A lengthy discussion continued with suggestions for some options.
- Professor Malia offered to have the Faculty Association pay for a luncheon/reception to bring legislators to campus.
- Professor Frank Traeger, Staff & Chair Association President, is interested in supporting the Capital Campaign. This is an exciting time for the College. The Staff & Chair Association wants to participate with a monetary donation, and the association looks forward to the meeting with Russell Hammond.

**X. COMMENTS FROM THE PUBLIC (cont'd)**

- The Staff & Chair Association gladly supported the Holiday Party.
- The association participated in the Adopt-a-Family, and they received a thank you note from the family with photos.
- VP Ross noted that this is very exciting at Newburgh, especially with the new construction. They are scheduling classes for the spring 2011 and deciding on room numbers. VP Ross supports Trustee Stoker request for an additional shuttle to Middletown for students, faculty and staff.

**XI. BOARD DISCUSSION**

At 9:45 am, a motion was made (Anthonisen/Calderin) to enter into an Executive Session.

**XII. EXECUTIVE SESSION**

During Executive Session, the Trustees discussed finances according to Section 105 of Article 7 of the Public Officer Law. No action was taken. At 9:55 am, the Trustees exited the Executive Session by unanimous consent.

**XIII. BOARD ADJOURNMENT**

At 9:55 am a motion was made (Calderin/Anthonisen) to adjourn the meeting.

Respectfully submitted,

Maryann Raab  
Executive Assistant to the President

***THE NEXT BOARD OF TRUSTEES MEETING WILL BE HELD AT 8:30AM ON WEDNESDAY, FEBRUARY 10, 2010, MUSIC ROOM, MORRISON HALL***