

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES
MEETING HELD ON MONDAY, September 11, 2006, AT 7:00 PM, MUSIC ROOM, MORRISON
HALL

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

EXECUTIVE SESSION

At 5:45 pm, the Chair Roberta Glinton 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 6:15 pm a motion was made (Anthonisen/Mirro) to close the Executive Session.

I. CALL TO ORDER

At 7:00 pm Chair Roberta Glinton called the meeting to order and noted that a quorum was present.

- President Richards asked all present to join in a moment of reflection in memory of the September 11, 2006 victims and their families. Trustee Margaret Murphy led the group in song to the hymn, ***Let There Be Peace on Earth.***
- Chair Roberta Glinton administered the Oath of Office to Trustee Herbert Gareiss, Jr., whose term expires on 6/20/07.

II. CONSENT AGENDA

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

Calderin/Hodge
Unanimous

- A. Approved the Minutes from the regular meetings held on June 12, 2006 as presented.
- B. Approved the petty cash reports for June, July and August 2006 in the amounts of \$46.19, \$11.98, and \$9.75, respectively, as presented.
- C. Approved Faculty Appointments:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Patricia Barschow-Marton	Instructor, Nursing Department full-time, tenure track, year 1	AY 2006-2007
Melissa Browne	Instructor, English and Foreign Languages Department, full-time, tenure track, year 1	AY 2006-2007
Marie DeFazio	Technical Assistant, Biology and Laboratory Technology Departments, full-time, tenure track, year 4	AY 2006-2007
Khristan Doyle	Instructor, English and Foreign Languages Department, full-time, tenure track, year 1	AY 2006-2007
Linda Fedrizzi	Communications Instructor, Arts and Communication Department, full-time, temporary	AY 2006-2007
Kirsten Gabrielsen	Technical Assistant, Biology and Laboratory Technology Departments, full-time, tenure track, year 4	AY 2006-2007

John Gensch	Instructor, Criminal Justice Department, full-time, temporary, year 1	AY 2006-2007
Sandra L. Graff	Reading Instructor, English and Foreign Languages Department, full-time, temporary, year 2	AY 2006-2007
Katherine Jezik	Instructor, Technical Services/Systems Librarian, Learning Resource Center full-time, tenure track, year 1	8/22/06 AY 2006-2007
Edmond Lugo	Admissions Counselor/Advisor, Admissions Department, full-time, tenure track, year 2	7/3/06 AY 2006-2007
Dr. Stephen Meagher	Instructor, English and Foreign Languages Department, full-time, temporary, year 1	AY 2006-2007
Amy Rickard	Instructor, Mathematics and Computer Sciences Department, full-time, temporary, year 2	Fall Semester 2006
Geoffrey Saari	Instructor, English and Foreign Languages Department, full-time, temporary, year 2	AY 2006-2007
Judy Svensson	Instructor, English and Foreign Languages Department, full-time, temporary, year 1	AY 2006-2007
Teresa Turi	Instructor, Nursing Department full-time, tenure track, year 1	AY 2006-2007
Anouk Verheyden-Gillikin	Instructor, Biology Department full-time, tenure track, year 1	AY 2006-2007
Erich Won-Short	Instructor, Electronic Services/Reference Librarian, Learning Resource Center, full-time, tenure track, year 1	6/12/06 AY 2006-2007
Raphael N. Zingaro	Instructor, Mathematics and Computer Sciences Department, full-time, temporary	AY 2006-2007

D. Approved Staff and Chair Appointments:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Michael T. Albright	Director of Communications Staff and Chair, Grade III	9/11/06 – 8/31/07
Diane Bliss	Special Assistant to the Chair, English and Foreign Languages Department, nine-credit abated load	AY 2006-2007
Peter Galipeau	Technical Assistant, Arts and Communication Department, Staff and Chair, Grade I	8/21/06
Gerald A. Gatto, Jr.	Assistant Custodial Manager, Staff and Chair, Grade I	5/15/06 – 8/31/06
Alexander Jakubowski	Writing Consultancy Coordinator, English and Foreign Languages Department, nine-credit abated load	AY 2006-2007
Jennifer Lehtinen	Interim Assistant Department Chair, Arts and Communication Department, Associate Professor, nine-credit abated load	AY 2006-2007
Dennis O'Loughlin	Chair, Department of Criminal Justice, re-defined load of 12 credits or 16 contact hours per academic year	AY 2006-2007

Rosana Reyes-Rosello	Director of Educational Partnerships Staff and Chair Grade III	8/7/06
Patricia Slesinski	Chair, Department of Nursing	AY 2006-2007
Anthony Scalia	Retention Specialist/Academic Advisor, Staff & Chair, Grade II	8/21/06
Janet Speranza	Retention Specialist/Academic Advisor Staff and Chair, Grade II	8/14/06
Mark Strunsky	Interim Chair, Department of Arts and Communication	AY 2006-2007
Terri VanEveren	Interim Director of Advising, Assessment and Counseling	7/20/06
Mary Warrenner	Interim Chair, Department of English and Foreign Languages	AY 2006-2007

E. Approved Management Confidential Appointment:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Veronica Galletly	Assistant to the Vice President for Administration	AY 2006-2007

F. Approved Management Confidential Salary Increases:

A four per cent (4%) was approved for all Management Confidential employees for 2006-2007, retroactive to September 1, 2006.

G. Approved Staff and Chair Title Change:

<u>Name</u>	<u>Previous Title</u>	<u>New Title</u>	<u>Effective</u>
Patricia Cregar	Technical Assistant, Staff and Chair, Grade I	Technical Assistant, Staff and Chair, Grade II	9/1/06

H. Approved Staff and Chair Merit Stipends:

<u>Name</u>	<u>Department</u>	<u>Recommendation</u>
Diane Bress	Coordinator of Advertising and Publications	One-time \$500 merit award
Artur Chaukhchyan	IT Support Specialist II	One-time \$500 merit award
Joseph Cutshall-King	Coordinator of Grants	One-time \$500 merit award
Angela Elia	IT Support Specialist II	One-time \$500 merit award
Steven Harpst	Director of Student Life	One-time \$500 merit award
Maureen Larsen	Coordinator of Academic Technology	One-time \$500 merit award
Mary Mulrooney-Kenny	Director of Health Services	One-time \$500 merit award
Michael Roe	Assistant Director of Admissions	One-time \$500 merit award
Mark Strunsky	Interim Department Chair Arts and Communication	One-time \$500 merit award
Elaine Torda	Coordinator of the Honors Program	One-time \$500 merit award

I. Approved Faculty, Staff and Chair and Management Confidential Retirements:

<u>Name</u>	<u>Discipline</u>	<u>Years of Service</u>	<u>Effective</u>
Faculty Margaret M. Hanson*	Associate Professor, Nursing Department	15	7/1/06

Staff and Chair

John Cummins*	Chair, Science and Engineering Department	38	1/1/07
Helen Motola	Advocate for the Developmental Education Program, Staff & Chair	15	8/18/06
Paul Rickard**	Chair, Mathematics and Computer Science Department.	25	1/1/07

Management Confidential

Sue Sheehan	Associate Vice President for Student Development	17	10/28/06
-------------	--	----	----------

*The Board granted the approval of the status of Professor Emeritus to Margaret Hanson, John Cummins and Paul Rickard.

**The Trustees granted an Early Retirement Incentive for Paul Rickard under the Staff and Chairmen's Association contract.

J. Approved Staff and Chair and Management Confidential Resignations:

<u>Name</u>	<u>Title</u>	<u>Years of Service</u>	<u>Effective</u>
<u>Management Confidential</u>			
Lawrence J. Ferrier	Institutional Research and Strategic Planning Officer	8 1/2	9/5/06
<u>Staff and Chair</u>			
Joseph A. Cutshall-King	Coordinator of Grants	3 1/2	9/25/06

III. PRESIDENT'S REPORT

President William Richards reported on the following topics:

- Enrollment is flat compared to last year at this time. After the Community College in the High School enrollment is calculated enrollment should increase by 1 ½%.
- The College is looking into collaborating with the Orange County Government on two projects: a recycling project and a new copier contract. Both projects could prove to be financially beneficial.
- In October, a draft of the College's Revised Policy Manual will be submitted to the Board.
- An October 10th meeting is scheduled with Congressman Gilman, his wife, Georgia, and the architects to review the revised renderings for the Gilman Institute. These renderings will be an example of the type of building that can be constructed with the funds that have already been raised. An update will be provided to the Trustees.
- Congratulations were extended to Trustee Dr. Roberto Claderin, who was selected for the 2006 National Distinguished Principal Award from the U.S. Department of Education and the National Association of Elementary School Principals.
- A proposal to change the title of the LRC to the Library will be presented to the Trustees in October.
- On 9/29/06 at 5:30 pm, a reception will be held to recognize the renaming of the College Commons to the George F. Shepard Student Center.
- A serious accident involving two SUNY Orange students occurred last Thursday near the College, one student was flown to Westchester Medical Center. Both students returned to classes today.
- Condolences were extended to Student Trustee Jenna Boyce, whose uncle passed away recently.
- The Orange County Legislature plans to vote on the site for the Newburgh Campus. The vote pertaining to funding the new campus could take place in November or December. After that vote, a contract will be signed to produce schematics for the proposed building.
- During the 5pm Committee of the Whole meeting, a reception will be held for the new faculty, staff and chair.

- Two certificates from the ACCT were shared with the Trustees. One certificate states that the College is a member in good standing, and the other one indicates that the College met all of the standards of good practice.
- ACCT Annual Leadership Congress will be held from 10/11-10/14. If any Trustee wants to attend the conference, notify Maryann Raab. One delegate from the College will be designated to vote for the ACCT Board of Directors.
- ✓ Trustee Margaret Murphy mentioned that at an Orange County Legislature's meeting, a person from the audience addressed their support for a proposed Newburgh Campus site. Trustee Murphy inquired about the procedure required to appear on the Legislature's agenda. It was decided that the person spoke during the Open Comment period.
- ✓ Trustee Roberto Calderin asked for confirmation of the three proposed sites being considered for the proposed Newburgh Campus. The three sites are as follows: the Broadway site, the Key Bank site, and the Armory site.
- ✓ On behalf of Latinos Unidos of the Hudson Valley, Trustee Calderin expressed the group's support for the Broadway site.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM

Diane Bliss, President of the College Governance System, reported that the semester is underway, and it is good as always to see our new and returning students on campus.

Executive Committee's first major meeting of the semester is set for Wednesday, 9/13, with plans for a joint meeting of Executive Committee and Cabinet on 9/27. One of the committee's goals this academic year is to continue improvements in communication among all areas of the College Community. This joint meeting will be the initial action towards accomplishing that goal.

Other Governance items for the year include a final report and recommendations from the ad hoc Student Course Evaluation Committee, a report and recommendations from the Cultural Affairs Committee about the future and nature of cultural affairs at the College, and consideration of Governance inclusiveness, including the role of full-time temps in Governance.

The Executive Committee looks forward to an active and productive year.

V. REPORT OF THE STUDENT TRUSTEE

✓ **New Student Orientation** - Student Trustee Jenna Boyce noted that on 8/22-8/24, new student orientation was held in Orange Hall. The three orientations drew very large crowds. Student Trustee Boyce acted as an orientation leader. Each group was accompanied by an advisor, who brought the students up-to-speed about the rules and classes offered at the College. Tours of the campus and free ice cream were provided.

✓ **Convocation** took place on Friday evening, 9/8, in Orange Hall Theater. New and returning students, parents, faculty and staff gathered to recognize this year's award and scholarship recipients. Associate Professor Joan Siegel and Student Trustee Boyce were the guest speakers.

VI. OLD BUSINESS

1. A motion was made to adopt the proposed Audit Committee Charter, as presented.
Gareiss/Anthonisen
Unanimous
2. A motion was made to elect Herbert Gareiss, Jr., as the Chair of the Audit Committee.
Hodge/Anthonisen

Unanimous

VII. NEW BUSINESS

3. The Board's Performance Evaluation Committee met during August to assess President William Richards' goals and accomplishments during 2005-2006. The Committee was pleased with the review.

A motion was made to grant President William Richards a 5.3% salary increase and a \$100 increase in housing allowance.

Gareiss/Anthonisen
Unanimous

Chair Roberta Glinton noted that the increases were well deserved. President Richards has reached his goals every year during his tenure at the College.

VIII. COMMITTEE REPORTS AND/OR RECOMMENDATIONS

- Administrative Services Committee - None
- Personnel and Finance Committee - None
- Audit Committee - None
- Educational Policies and Student Affairs Committee - None

IX. COMMENTS FROM THE PUBLIC

- ✓ Trustee Roberto Calderin announced that he is chairing a banquet on 10/11/06 for Latinos Unidos of the Hudson Valley, and he asked permission to send the Board invitations. Permission was granted.
- ✓ Professor Kathleen Malia extended her best wishes for a good fall semester.

X. BOARD DISCUSSION

4. The Nominating Committee proposed the Slate of Officers for 2006-2007 as follows:

- Joan H. Wolfe - Chair
- Brutus Hodge - Vice Chair
- Margaret Murphy - Secretary

A motion was made to accept the Slate of Officers as presented

Anthonisen/Gareiss
Unanimous

5. The Committee Appointments for 2006-2007 were presented. Trustee Joan Wolfe asked to have Trustee Roberto Calderin added to the Educational Policies and Student Affairs Committee.

<u>Trustees</u>	<u>Administration</u>
Joan Wolfe, Chair Arthur Anthonisen	William Richards, President
ADMINISTRATIVE SERVICES	
PERSONNEL AND FINANCE	
Herbert Gareiss, Jr. Chair Brutus Hodge	J. Daniel Bloomer VP for Administration
<u>Audit Committee</u>	

Herbert Gareiss, Jr.
Brutus Hodge
Donald Mirro

EDUCATIONAL POLICIES AND STUDENT AFFAIRS

Roberta Ginton, Chair
Roberto Calderin
Don Mirro
Jenna Boyce

Dr. Catherine Chew, VP for
Academic Affairs
Paul Broadie II, VP for Student
Development

A motion was made to approve the Board Committee appointments
for 2006-2007, with the addition of Trustee Roberto Calderin to the
Educational Policies and Student Affairs Committee.

Wolfe/Mirro
Unanimous

XI. BOARD ADJOURNMENT

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

Respectfully submitted,

Maryann Raab
Assistant to the President