**SUFFOLK COUNTY COMMUNITY COLLEGE**

**SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING**

**ALUMNI ROOM, BROOKHAVEN GYMNASIUM**

**AMMERMAN CAMPUS, SELDEN, NEW YORK**

**AUGUST 18, 2011**

The meeting was held on Thursday, August 18, 2011 at 8:30 a.m. in the Alumni Room, Brookhaven Gymnasium, Selden, New York.

PRESENT:

Dafny Irizarry Trustee/Chair

Walter Hazlitt Trustee/Vice Chair

Bryan Lilly Trustee/Secretary

Saul Fenchel Trustee

Anthony Mangual Student Trustee

Patricia McMahon Trustee

Paul Pontieri Trustee

Theresa Sanders Trustee

Shaun L. McKay President

 George Gatta Executive Vice President

Mary Lou Araneo V.P. Institutional Advancement

 James Amoroso V.P. of Financial & Business Affairs

Nathaniel Pugh V.P. for Planning and Institutional Effectiveness

Marvin Bright Associate V.P. Student Affairs

 Louis Petrizzo General Counsel

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The meeting of the Board of Trustees was convened at 8:40 a.m.

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A motion made by Trustee Hazlitt to enter into executive session to discuss litigation and personnel matters, was seconded by Trustee Pontieri and approved unanimously.

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A motion made by Trustee McMahon to reconvene the Board of Trustees meeting was seconded by Trustee Fenchel and approved unanimously at 10:05 a.m.

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A motion was made by Trustee Fenchel to authorize the Chair to execute an amendment to the contract of the President to extend the term of the contract from March 24, 2013 to August 15, 2018, and eliminating the cost of living salary increase for March 24, 2011 to March 23, 2012 only. The President shall be entitled to cost of living increases for housing and automobile allowances for March 24, 2011 to March 23, 2012. The motion was seconded by Trustee Sanders and approved unanimously.

Chairperson Irizarry thanked President McKay on behalf of the Board, stating they are very proud of his leadership and his commitment to the institution and to the students. She stated that the accomplishments of his first year are multiple and remarkable. They look forward to more accomplishments and continued collaboration.

President McKay thanked the Board for their confidence in and commitment to his leadership and he thanked his staff as well. He stated that he cannot do it alone and that his team is part of his accomplishments. He also stated that as the faculty and staff have sacrificed, he is also willing to sacrifice. He is part of the team as well. He looks forward to continuing to work together with the Board, faculty and staff during the term of his contract.

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A motion made by Trustee Fenchel to approve the minutes of the July 20, 2011 Board of Trustees Meeting was seconded by Trustee McMahon and approved unanimously.

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A motion made by Trustee Lilly to approve Resolution Nos. 2011.56 through 2011.65 was seconded by Student Trustee Mangual and approved unanimously.

**RESOLUTION NO. 2011.56 APPROVING BUDGET TRANSFERS**

**WHEREAS**, the Board of Trustees established a policy on the authorization of budget transfers, and

**WHEREAS**, according to that policy the transfers on Attachment I must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment I as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment I are hereby approved.

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**RESOLUTION NO. 2011.57 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

**WHEREAS**, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

**WHEREAS**, health insurance is considered a Sponsor Service, be it therefore

**RESOLVED**, that the health insurance payments to the County of Suffolk in the amount of $1,561,848.95 for the month of July 2011 and in the amount of $1,815,154.31 for the month of August 2011 (Attachment II ) are hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2011.58 AMENDING RESOLUTION NO. 2011.19 APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2011-2012**

**WHEREAS**, the Board of Trustees approved Resolution No. 2011.19 on April 1, 2011 approving the budget for Suffolk County Community College for fiscal year 2011-2012, and

**WHEREAS,** subsequent to that approval, the Suffolk County Executive recommended an operating budget for the College that does not include a 4% increase in County contribution requested by the College, and

**WHEREAS,** the County Legislature approved an increase of $386,030 to the County’s contribution to the College’s 2011-2012 operating budget on August 2, 2011, therefore

**RESOLVED**, that the Board of Trustees hereby adopts an Operating Budget for fiscal year 2011-2012 in the amount of $195,209,482 for operations and $2,723,386 for grants, which includes a County contribution of $38,988,987, and therefore be it further

**RESOLVED**, that the tuition charges set in Resolution no.2011.19 be and the same hereby rescinded, and be it further

**RESOLVED**, that fees as provided in Resolution No. 2011.60 be included.

 Total Appropriations: $195,209,482

 Operation Appropriations: $192,486,096

 Grant Appropriations: $ 2,723,386

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**RESOLUTION NO.2011.59 RESCINDING RESOLUTION NOS. 2011.20 AND 2011.21 ADOPTING A TUITION AND FEE SCHEDULE FOR 2011-2012**

**WHEREAS,** the Board of Trustees approved Resolution Nos. 2011.20 and 2011.21 on April 14, 2011 adopting a Tuition and Fee Schedule for 2011-2012, and

**WHEREAS**, on August 2, 2011, the County and the Legislature approved a 1% increase in the County contribution to the College budget with the request that this increase be utilized to decrease the financial burden on students by proportionately adjusting tuition, be it now therefore

**RESOLVED,** that the Board of Trustees rescinds Resolution No. 2011.20 reflecting tuition with a 0% contribution from the County and Resolution No. 2011.21 reflecting tuition with a 4% contribution increase from the County are rescinded.

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**RESOLUTION NO.2011.60 ADOPTING A TUITION AND FEE SCHEDULE FOR 2011-2012**

**WHEREAS,**  the County of Suffolk has increased its Sponsor’s contribution to the College Budget with a request that the additional funds be utilized to proportionately decrease the financial burden of tuition on students, and

**WHEREAS,** the Board of Trustees has elected to grant the request of the County of Suffolk and agrees to utilize the additional Sponsor’s contribution to proportionately reduce the students’ tuition burden, and

**WHEREAS**, the College has reviewed its tuition and fee schedules and recommends that, with the following changes to the Tuition and Fee Schedule be adopted for the 2011-2012 academic year, be it therefore

**Full-time Students**

 Fall Spring

 2011 2012

 Tuition, Residents $1,995 $1,995

 Tuition, Non-Resident $3,990 $3,990

**Part-time Students**

 Fall Spring

 2011 2012

Tuition, Residents (per credit) $167 $167

 Tuition, Non-Resident $334 $334

And be it further

**RESOLVED**, that the student Tuition and Fee Schedule is hereby approved and adopted for fiscal year 2011-2012.

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**RESOLUTION NO. 2011.61 ACCEPTING A GRANT ALLOCATION FROM NORTHEASTERN UNIVERSITY FOR PARTICIPATION AND MEMBERSHIP IN THE OUTCOMES CIRCLE PROJECT ESTABLISHED BY THE NATIONAL INTERPRETER EDUCATION CENTER LOCATED AT NORTHEASTERN UNIVERSITY**

**WHEREAS**, Suffolk County Community College has been accepted as a member of the Outcomes Circle Project established by the National Interpreter Education Center (NIEC) located at Northeastern University in Boston, Massachusetts, funded by a grant from the United States Department of Education, Rehabilitation Services Administration, awarded to Northeastern University, and

**WHEREAS**, the initial period of engagement for participants in the project will be from March 1, 2011 through September 30, 2013, with a possible extension from October 1, 2013 through September 30, 2015, and

**WHEREAS**, the project will provide for the development of five videotapes, three in American Sign Language and two in English, referred to as “Terp Talks” to be shared among other Interpreter Education Programs in the project, and possibly around the country, and

**WHEREAS**, to facilitate the development of these source texts, the College has been provided with a flash memory camcorder, tripod, wireless lavaliere microphone and memory cards, with a value of $525, on long-term loan from the NIEC for the duration of the College’s participation in the Outcomes Circle Project, as well as the necessary training to produce the videotapes, and

**WHEREAS**, the NIEC has allocated $500 to the College to be used to pay five people a stipend of $100 each as videotaped paid “talent” for the period of March 1, 2011 through September 30, 2013, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that membership in the Outcomes Circle Project established by the National Interpreter Education Center located at Northeastern University be accepted, and be it further

**RESOLVED**, that an allocation, in the amount of $500, from Northeastern University, funded by a grant from the United States Department of Education, Rehabilitation Services Administration, awarded to Northeastern University, during the 2010-2011 fiscal year, and continuing through the 2013-2014 fiscal year, is hereby accepted, and the College President, or his designee is authorized to execute a contract with the administering agency.

Project Director: Jane Hecker-Cain

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**RESOLUTION NO. 2011.62 APPOINTING DIRECTORS TO THE BOARD OF THE SUFFOLK CENTER ON THE HOLOCAUST, DIVERSITY & HUMAN UNDERSTANDING, INC.**

**WHEREAS**, the by-laws of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. provide for the Board of Trustees to appoint the members of its Board of Directors, and

**WHEREAS**, it is necessary to reappoint a member whose term is expiring, be it therefore

**RESOLVED**, that the appointment of the following person to the Board of Directors of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. is hereby approved, for a term of three years, effective September 1, 2011:

 Name

 Rabbi Steven Moss

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**RESOLUTION NO. 2011.63 AWARDING A CONTRACT FOR THE DESIGN OF AIR CONDITIONING SYSTEMS IN EXISTING BUILDINGS CP 2138**

**WHEREAS**, capital project 2138 has been approved by Suffolk County and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, proposals for the design and construction supervision of CP 2138 have been solicited and reviewed by the College, and

**WHEREAS**, the college design committee determined that the proposal submitted by Emtec Consulting Engineers of Ronkonkoma N.Y. best meets the needs of the College, be it therefore

**RESOLVED**, that a consulting contract in the amount of $339,750 for the design of Air Conditioning systems in Existing Buildings be awarded to Emtec Consulting Engineers, and be it further

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO. 2011.64 ACCEPTING A DONATION OF BROADCASTING EQUIPMENT FROM THE SUFFOLK COMMUNITY COLLEGE FOUNDATION, INC.**

**WHEREAS,** the Suffolk Community College Foundation, Inc. is the recipient of the following broadcasting equipment donated by the NBC Television Network, through the effort of alumnus and NBC Vice President of TV Stations Broadcast Operations Jason Kornweiss: 3 Digital audio playback and record units, manufactured by “Systems 360” and,

**WHEREAS**, it is the desire of the College to accept this gift from the Suffolk Community College Foundation, Inc. as this equipment will be a valuable component of the College’s mission of teaching and learning within the Radio and Television Production A.A.S. degree program, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the gifted equipment as outlined above, with sincere appreciation to Mr. Kornweiss and the NBC Television Network for this generous contribution to the College.

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**RESOLUTION NO. 2011.65 ACCEPTING A DONATION OF PATIENT HANDLING EQUIPMENT FROM THE SUFFOLK COMMUNITY COLLEGE FOUNDATION, INC.**

**WHEREAS,** the Suffolk Community College Foundation, Inc. has accepted the following patient handling equipment from EZ Way, Inc. for installation in the Safe Patient Handling Center located in the nursing lab on the Michael J. Grant Campus:

( 1 ) 500 pound EZ Way Smart Stand

( 1 ) 600 pound EZ Lift with scale

and,

**WHEREAS,** this equipment will add to the instruction of safe patient handling by duplicating the tools and techniques required in a clinical setting, and

**WHEREAS,** this equipment will be a valuable component enhancing the College’s mission of teaching and learning within the Nursing Program, be it therefore

**RESOLVED,** that the Board of Trustees hereby accepts the equipment contribution outlined above, with sincere appreciation to EZ Way, Inc. for this generous contribution to the College’s efforts.

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Trustee Pontieri asks if the Resolution No. 2011.62 Appointing Directors to the Board of the Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. is a new appointment. It is explained that it is a reappointment for a member whose term is expiring.

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James Amoroso, Vice President of Financial and Business Affairs, presented the last Finance Report for the 2010 – 2011 fiscal year. They are closing the fiscal year on August 31, 2011. He stated that because the College has been fiscally prudent, the College was able to cover the 2009 – 2010 carry-over of $1.7 million in its entirety, and will be closing the year with a nominal positive fund balance. For 2011 – 2012, the operating budget includes the County approved contribution increase of 1%, or $386,030. The College will present a balanced budget that includes a projected tuition revenue increase of $6.3 million. Full-time resident tuition of $3,990 annually, or $1,995 per semester, is a $214 increase over this year’s tuition. Part-time student per credit charge will go to $167, which will be a $9 increase. We are projecting student fees and miscellaneous receipt increases of $1.4 million. The College will monitor all departmental purchases and hiring.

Chair Irizarry asked about the Trustee budget report. VP Amoroso stated that it will be sent via e-mail to all Trustees.

Chairperson Irizarry thanked VP Amoroso for his report and moved forward with the scheduled presentations.

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Chairperson Irizarry introduces Dr. Marlene DuBois, Coordinator, Title III Grant Project who gave an update on the project. Dr. DuBois is the manager of the grant. The Title III grant amounts to $2 million from the US Department of Education, with matching funds promised from the College. It is a competitive grant that is very difficult to attain, especially since this is the second one for the College in the past 10 years. The project was started by President McKay when he was Executive Vice President. The preparation involved more than 100 members of the faculty, administration and staff. The College received a perfect score on its proposal narrative -- a 100 out of 100 points. The grant is for a five-year period with four different initiatives being pursued simultaneously: 1) Gateway Course Enhancement - Gateway courses are basic introductory courses taken first by most of our students. The enhancements will provide extra resources beyond the classroom and will be available on-line for easy access. 2) Creating a Virtual Learning Commons - This initiatives will make a variety of College services more visible and accessible on-line. 3) Enrollment and Admissions Enhancement - Will speed up and simplify the process of enrolling students in classes. 4) Faculty Mentoring and Student Engagement - Will help faculty to engage with students in order to advise them on their academic paths. The grant started on October 1, 2010. The College only received notice of the award the day before it started. The academic year had already begun, budgets had been set and faculty had their assignments, so we had difficulties setting the project in motion. There were personnel to hire and policies to put in place. All this was done. The reporting, by both the coordinator and external evaluator reflects to the Federal Government that the College is currently on target with meeting the goals for the grant’s implementation. Title III grants focus purely on students and their success, enhancing ways faculty can engage with students to ensure success and enrich the delivery systems they use. Our grant seeks to increase the efficiency of the support systems already in place. Dr. DuBois stated that it is extremely fortunate that we have had the leadership at the College that enabled us to craft the grant narrative according to our real needs on the ground.

Chairperson Irizarry asks if there are any questions.

President McKay thanked Dr. DuBois for her leadership on this grant. She is an English faculty on the Michael J. Grant Campus and without hesitation she accepted this responsibility. We progressively move forward with this grant and the first report received from the external evaluator indicates we have not only met our goals, but have surpassed them. That is a testament to Dr. DuBois and the team that is in place, and he would like to thank them publicly for their work.

Trustee Pontieri asked if this second grant is linked to the first grant. President McKay and Dr. DuBois both respond, no. Trustee Pontieri asked if it has separate goals, and Dr. DuBois responded that they are unrelated.

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Chairperson Irizarry then introduces Dr. Troy Tucker who gave a presentation on the SUNY Alliance grant, a proposal that is currently pending at the U.S. Department of Labor. He distributed a hand-out to help explain the complex proposal, which involves 30 other colleges in the SUNY system and is potentially the largest collaborative proposal ever attempted by SUNY. Dr. McKay thought it was important to be proactive on planning for the implementation of this grant because, just as was the case with the Title III grant, we potentially may find out we are being funded on September 30th and we may be asked to start on October 1st. The competition itself is complicated and unusual, with $2 billion earmarked for community colleges by the Federal government. It is money left over from President Obama’s American Graduation Initiative was sequestered in the budget. A trade adjustment act vehicle was used in order to allocate the money to community colleges. The rules itself will let $500 million dollars be available to all states in the US, and all states will be required to receive some of that money -- at least ½ of 1%. This gave the SUNY Vice Chancellor’s Office the idea that if we as a state only had one proposal we just might get what we wanted. That is the strategy that was brought to us, and Dr. McKay agreed with that idea. In the end only one community college can be the lead on the project and Suffolk has been designated as the lead. If we receive the grant, Suffolk County Community College will be in a leadership role and be responsible for the administration and reporting of the grant. Twenty-six community colleges, Empire State College and three technical colleges that offer two year degrees form the SUNY Consortium. Required partners include employers and public workforce systems. One hundred partners have signed on. The money is aimed at people who are unemployed or who are transitioning from shrinking industry sectors. The money is being giving under the Trade Adjustment Act which is a mechanism to assist people out of work because of foreign competition. All adult workers and adult students will be eligible to participate in the program.

The project is set up with Dr. McKay as the Principal Investigator. Beneath Suffolk, will be seven community colleges, each in charge of an industrial sector and organizing the efforts of the other community colleges involved in that sector. In order to run the project, the requested amount of the money is $50 million. Ten percent of that money has been earmarked for administration. The grant would create 11 full-time positions here at Suffolk County Community College. Along with being the Administrator, Suffolk will participate in two project sectors: one in Healthcare and one in Alternative Energy. The total number of students serviced across the state will be more than 6,000. Deliverables of the program will be: an outreach program across the state to recruit eligible workers; a system-wide data management system that is being designed with IBM as a partner; Open Course Learning System will be set up by Empire State College (New York will be the first state to have a state-wide Open Course Learning System and will be open to all community colleges), and a center for prior learning assessment, which is a way to get adult learners college credit for their prior life experience. A timeline on the hand-out shows what has been accomplished and what has yet to be done.

Chairperson Irizarry thanked Dr. Tucker for the presentation.

Dr. McKay stated that this was a very extensive process undertaken by Dr. Troy Tucker requiring traveling to Albany and working with representatives from other colleges. It is something that has never been done by the State before. It is the first time that 30 institutions are partnering in one grant. Developing the grant was an immense amount of work and going forward we have a working team of over 20 Suffolk County Community College individuals meeting to prepare ourselves if we get this award. Dr. McKay commended Dr. Tucker, Lori Taggert and the team and believes we are prepared if we are selected to move this grant forward.

Trustee Hazlitt commented on the tough responsibilities and additional work which sounds very elaborate and time-consuming.

Chairperson Irizarry stated that it speaks highly of the confidence that SUNY has for our College and our leadership. She also acknowledged the collaboration of all those involved in the project.

President McKay states that in the Grant proposal the President will be giving 5% of his time toward managing the grant. We made sure that when we developed the grant that the hub-and-spoke model will be replicated so what we are doing here is also being done by the other community colleges, who then report up to us.

Trustee Hazlitt states that it is a feather in President McKay’s cap.

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Chairperson Irizarry moved forward with the committee reports.

Chairperson Irizarry started with the Academic Affairs & Student Services Committee, for which she is the Chair. As reported at the prior meeting, the committee has met several times. They have recently received some new information from the College, and will be reviewing that as a committee. At this time they are prepared to make some recommendations. Regarding the scholarship application that is being given to new students, they are recommending that instead of asking for the student’s social security number, that the student be asked to give his student ID number. The social security number is not needed to determine eligibility for a scholarship and they feel that the student ID is more appropriate. The second recommendation is that the New Student Orientation include the dissemination of scholarship opportunities. Even though they are already students of the College, the Committee wants them to be aware of future opportunities. Finally, the Committee is requesting an annual scholarship report.

Chairperson Irizarry asked for the Facilities and Technology Committee, chaired by Trustee McMahon, to give their report. The Committee -- Trustee McMahon, Trustee Lilly, and Trustee Mattace-- recently met regarding infrastructure with EVP Gatta and President McKay, and went through an overview of in-progress and recently completed projects. Trustee McMahon complimented the staff for doing a great job with minimal money and keeping things going. They looked at new projects, including the design of the Science Building for the Ammerman Campus that will break ground in early spring; the design of the Grant Campus Learning Resource Center along with the process for selecting architects; and the planning for the Health and Wellness Center for the Eastern Campus. The other capital projects are moving well. Discussion took place regarding the long-range traffic safety improvements on the Ammerman Campus for 2012 – 2013, but the pedestrian safety improvements will happen sooner. A lot is happening. There is a prioritized list for this year’s capital projects. The Committee discussed where the College would house 11 people if we receive the SUNY Alliance grant. Trustee Lilly stated that the list of maintenance projects is extensive and how they get a lot of the projects done in the short season due to the constraints of the school year, is amazing. All the managers on all the campuses are doing a great job, doing more with less.

Chairperson Irizarry asks if the Planning Committee for the Health and Wellness Center for the Eastern Campus will include any student representatives. When we are creating planning committees do we get student representatives? Dr. Walters stated that they normally get a representative from student government.

Chairperson Irizarry asks for the Advocacy Committee Report, chaired by Trustee Hazlitt. Trustee Hazlitt first reflected on the Ribbon Cutting Ceremony for the Montaukett Learning Center on the Eastern Campus. At that time, the Presiding Officer of the County Legislature made a comment about the fact that he realizes the value of the community college and its worth and that he was going to make sure that we have the tools to carry out goals. The additional $383,000 received from the Legislature this year bears out the fact that when he says something he means it. Trustee Hazlitt thanked him and the members of the Legislature for their wisdom and making the contribution to keeping the annual tuition below $4,000.

Chairperson Irizarry announced that in appreciation for their efforts and for honoring their word, she and President McKay are sending letters to all Legislators thanking them for the contribution which will keep tuition under $4,000 per year.

Chairperson Irizarry asked for the Personnel Committee report, chaired by Trustee Pontieri. Trustee Pontieri stated the committee discussed President McKay and his contract, which was one of the resolutions that has already passed. He noted the amount of work put in by Trustee Lilly in the evaluation process. It is a very daunting process. Discussion was had to look at having it done in a more seamless way, possibly using technology. It states in the By-Laws and the policy is clear that it cannot be handled internally, so they will look at an outside source to handle the next evaluation. A system called Survey Monkey was suggested.

President McKay will speak to IT and IE folks to come up with a recommendation of what other institutions do and will bring the information back to the Board.

Trustee Pontieri stated it is critical to come up with a way to do the evaluation that is seamless and simple to do, as well as one that is a blind survey so people have the comfort level to know that when they are entering something it is private.

Chairperson Irizarry asked for the Budget and Audit Committee report, chaired by Trustee Fenchel. Trustee Fenchel stated that it has been established that the Budget and Audit Committee is a committee of the whole board and he indicated it might be more appropriate to break the group into certain sections dealing with certain specific situations and matters of interest. The questions regarding insurance have been satisfactorily answered. We have excellent auditors and it is clear that the College is running a very tight and efficient budget. The most that can be expected is that we establish subcommittees to look at occasional isolated expenses, which may show themselves to be going over budget. We do want to have the ability to review projects that may be going over budget, perhaps for good reasons. Another area to consider is infrastructure. We have a way of financing capital projects or expenditures and he is not sure that is the only way to do things. We get a lump sum of money, like Ammerman receiving $28 million to build a science building. From a pure cash flow stand point he does not think that is the only way things can be done. In the real world, to spend one lump sum of money to achieve the construction of a building that’s not how it’s done. Sometimes, academia is not the real world. The Ammerman building costing $28 million dollars for 64,000 square feet, in his experience is a very high number; $400 per square foot, for a building without land. He doesn’t know of many other buildings in Suffolk County that cost that much. He could be overlooking the realities of governmental construction opposed to private construction, but he thinks that this is something that has to be explored. Trustee Fenchel states that we have on our staff, George Gatta one of the most experienced people on the subject. He was head of the Industrial Development Agency of Suffolk County and would be more aware of construction of buildings than anybody and could offer a lot of input.

Trustee Pontieri asks General Counsel Petrizzo a question regarding the 2% tax gap and does that affect the college budget. General Counsel stated that he did not believe that it did, but he would look into the question further for Trustee Pontieri.

Chairperson Irizarry asks for any other questions regarding budget and then stated that they will be looking to create subcommittees as part of the Budget Committee to look at the points Trustee Fenchel brought up. Please e-mail Chairperson Irizarry if you are interested.

Chairperson Irizarry moved forward to the Chair’s report. She brought everyone’s attention to a flyer from the NYCCT, for a Conference September 16 – 17, 2011, *The Trustee Institute.* Chairperson Irizarry stated that she attended last year and it was very informative. Sheasked if anyone was interested, to please let her know. Chairperson Irizarry then stated that they are in the planning stage for the Board Retreat on November 3rd. SUNY Associate Counsel, Dona Bulluck, will be the presenter at the Retreat. She is the Associate Counsel for all matters regarding community colleges in the SUNY system and will be very helpful in sharing information that will be useful to us in making better decisions. Chairperson Irizarry will be contacting her soon to draft a proposed agenda so if you have any issues you would like to see addressed, please e-mail them to the Chair.

Chairperson Irizarry then thanked Dr. McKay for the weekly report he is sending to the Board of Trustees on Friday’s regarding what is happening at the College. She also wanted to thank Dr. McKay, administrators, faculty and staff for the collaboration and efforts in reaching out to the County Legislature to increase their contribution to our operating budget. Chairperson Irizarry heard from Tennessee Board of Regent, Dr. Randy Schulte, who attended a presentation that Dr. McKay gave on governing boards and he expressed that he was quite impressed with the insight of the presentation by Dr. McKay. Chairperson Irizarry thanked Dr. McKay for not only making us look good locally, but also nationwide.

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Chairperson Irizarry moved forward with the Roundtable session and asked if anyone had anything to add.

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The meeting of the Board of Trustees was adjourned at 10:55 a.m. The next Board of Trustees meeting is September 15, 2011 at 9:00 a.m. in Room 113A of the Captree Commons building at the Grant Campus, Brentwood, New York.

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Respectfully submitted,

Bryan Lilly

Secretary