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SUFFOLK COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

BABYLON STUDENT CENTER, MILDRED GREEN ROOM

AMMERMAN CAMPUS, SELDEN, NEW YORK

April 18, 2013

7:00 p.m.

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PRESENT:

DAFNY IRIZARRY,	Chairwoman
WALTER HAZLITT,	Vice Chairman
SAUL FENCHEL,	Trustee
BRYAN LILLY,	Trustee
THERESA SANDERS,	Trustee
PAUL PONTIERI, JR.,	Trustee
BELINDA ALVAREZ-GRONEMAN,	Trustee
ANNE D. SHYBUNKO-MOORE,	Trustee
ANTHONY MANGUAL,	Student Trustee
DR. SHAUN L. MCKAY,	SCC President
LOUIS PETRIZZO, ESQ.,	Counsel to Board



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2 THE CHAIRWOMAN: Good evening. Please
3 rise for the pledge.

4 (Whereupon, Trustee Hazlitt led the
5 recitation of the Pledge of Allegiance).

6 Tonight is a very special night. We
7 have a number of guests here joining us.
8 We will have Nina Leone Hart to introduce some
9 of those guests.

10 MS. HART: Thank you, Chairwoman
11 Irizarry. This evening we have three students
12 who have demonstrated excellence in science
13 research. They have had opportunities to
14 present their work at the Science and
15 Technology Entry Program Science Fair in
16 Albany, which is a statewide event, and they
17 have also had opportunities to present at the
18 Long Island Diversity Summit at Farmingdale
19 State College, which is a Long Island-wide
20 event, and the three students that we have here
21 tonight have won awards at these events, both
22 statewide and on Long Island.

23 So the first student I'd like to call
24 up is Miss Giselle Feliciano. (Applause).

25 THE CHAIRWOMAN: (Presenting award)



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2 The Board of Trustees of Suffolk Community
3 College congratulates Giselle Feliciano for
4 excellence in science research. We applaud
5 your achievement and wish you continued succes
6 in science, technology, engineering and
7 mathematics as you advance along your pathway
8 to college and career. Congratulations.

9 MS. HART: Gisele's sisters are also
10 part of STEP. One sister at the end is
11 graduating and she is going to Columbia
12 University. I just heard that she is the Ross
13 class valedictorian.

14 Next we would like to invite up John
15 Mele. John is a graduating senior from Central
16 Islip, and John has done research at Stony
17 Brook University, and he too won awards both at
18 the state level and at the Long Island level.
19 (Applause).

20 THE CHAIRWOMAN: Your plaque says the
21 Board of Trustees of Suffolk Community College
22 congratulates John Mele for excellence in
23 science research. We applaud your achievement
24 and wish you continued success in science,
25 technology, engineering and mathematics as you



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2 advance along your pathway to college and
3 career. Congratulations. (Applause)

4 MS. HART: The third student is
5 Javier Sanchez, an eighth grader at Brentwood
6 East Middle School. Javier is a reluctant
7 accepter of this award, as he let us know at
8 STEP awards day a few weeks ago. Javier stood
9 up in front of a packed room and announced that
10 he had some assistance from another student
11 working on the project, and we were very proud
12 of him as he displayed that level of integrity,
13 after there had just been a presentation on
14 integrity. So he understands integrity. His
15 partner isn't here because Javier did the
16 presentation about the project, which had to do
17 with rocket power and the shape of wings; a
18 budding aeronautical engineer. (Applause).

19 THE CHAIRWOMAN: Thank you for your
20 honesty. The Board of Trustees in Suffolk
21 Community College congratulates Javier Sanchez
22 for excellence in science research. We applaud
23 your achievements and wish you continued
24 success in science technology engineering and
25 mathematics as you advance along your pathway



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2 to college and career. Congratulations.

3 DR. McKAY: I'd be remiss if I did
4 not thank Diane Leone Hart for all of her hard
5 work in making sure that the future of this
6 country looks really, really bright in the area
7 of science technology engineering and
8 mathematics. Congratulations again for your
9 work. (Applause).

10 MR. ADAMS: Good evening, Chairwoman
11 Irizarry, members of the Board of Trustees, I'd
12 like to ask Student Trustee Mangual to join us.
13 Student Trustee Mangual, the Board of Trustees
14 in Suffolk County Community College extends
15 their sincere congratulations to you for being
16 selected as the recipient of the Get There From
17 Here scholarship, the Chancellor's Award, Phi
18 Beta Kappa All New York Academic Award, the New
19 Century Scholar for New York State, which you
20 will receive in San Francisco this weekend, and
21 last but not least, the Jack Kent Cook
22 Scholarship Award winner. (Applause).

23 We applaud your outstanding
24 achievements and celebrate your accomplishments
25 that have brought acclaim to Suffolk County



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2 Community College. We wish you continued
3 success and happiness in the future. Dated
4 April 18, 2013.

5 TRUSTEE MANGUAL: I wasn't prepared
6 for this today, so I'm a little taken aback. I
7 appreciate everybody. It's kind of hard to
8 revel in the moment. A few of you have
9 probably heard it before. You know this is a
10 grand moment for me at this time. I, just like
11 most of the students that received their award
12 today, I came from Brentwood High School and
13 came from very humble beginnings and a hard
14 time, and it's great to know that this
15 institution is here and it's able to help every
16 individual to build a nice, strong foundation
17 and establish themselves a nice stairway all
18 the way up to the top of sky.

19 Thank you very much. I appreciate
20 everything all the way from Get There
21 From Here to wherever I get to. I'll be back
22 to let you know where I turn up. Thanks again.

23 DR. McKAY: What Anthony doesn't know
24 just yet, he will be the keynote speaker at the
25 faculty convocation this summer.



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2 THE CHAIRWOMAN: Thank you, the
3 parents that are here, and thank you, Diane
4 Leone Hart, for your wonderful leadership in
5 the STEP program. It's a moment full of pride.
6 Thank you to the families for your support.
7 We, as the Board, continue to emphasize the
8 need for more partnerships with high schools
9 across our region, and this is a proof of the
10 partnerships. We hope we continue to do that
11 so we can have more students like Anthony
12 Mangual getting all the awards. Thank you.

13 At this time I'm going to request a
14 motion to adjourn the Board of Trustees and
15 call the Board of Directors to order and to go
16 into executive session for personnel and
17 litigation matters.

18 (Whereupon, a motion was made and
19 seconded.)

20 THE CHAIRWOMAN: All in favor.
21 Oppose? Abstention? Motion carries. Thank
22 you.

23 (Whereupon, the Board met in
24 executive session from 7:15 p.m. until
25 7:50 p.m.)



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2 THE CHAIRWOMAN: Welcome back
3 everybody. I'd like to request a motion for
4 the approval of the minutes of the March 21,
5 2013 Board of Directors meeting.

6 TRUSTEE HAZLITT: So move.

7 TRUSTEE MANGUAL: Second.

8 THE CHAIRWOMAN: All in favor? Was
9 there a second?

10 TRUSTEE MANGUAL: Yes.

11 THE CHAIRWOMAN: All in favor?
12 Opposed? Abstention? Motion carries. Request
13 a motion for the approval of the Association
14 resolutions 2013.A7, to 2013.A8.

15 TRUSTEE MANGUAL: So move.

16 TRUSTEE HAZLITT: Second.

17 THE CHAIRWOMAN: All in favor?
18 Opposed? Abstention? Motion carries. At this
19 time, I'd like to introduce Vice President
20 Mazzarelli to present the Association financial
21 reports.

22 DR. MAZZARELLI: This is the
23 financial report for the Association for the
24 period December 1, 2012 to March 31, 2013, and
25 I'd like to call your attention to actually



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2 Column 3 and Column 5. Column 3 is the
3 year-to-date actual revenue for the specific
4 functional areas, and Column 5, the
5 year-to-date actual expenditures. Then Column
6 6, you will see where it indicates net profit
7 or loss. There are some very large numbers in
8 Column 6, for the Ammerman Student Association,
9 also for Grant and East.

10 This report is as of March 31st, so I
11 just want to remind that you the semester has
12 just actually started, according to this
13 report, so we have a lot of activities that are
14 currently taking place in April and May. And
15 we expect that those moneys will be spent on
16 student activities in the coming months. So
17 you will see those numbers significantly
18 reduced as we go through the remainder of the
19 year.

20 The other large number I want to call
21 your attention to is college-wide athletics.
22 There is many some moneys in that account. We
23 are anticipating some of our teams going to
24 nationals and attending championships, so that
25 money will also be reduced.



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2 I'm not sure if you can see the very
3 bottom of the chart. Graduation, we have
4 graduation coming up. So those expenses, that
5 account will be eventually zeroed out, and
6 culinary arts catering is still showing a
7 slight deficit. They have a number of
8 activities in April and early May. They do
9 their luncheons and their major fundraiser
10 during the spring of the year. So they will be
11 actually bringing in some additional revenue,
12 and we anticipate that they will be in the plus
13 column.

14 I'd be happy to answer any questions.
15 Thank you.

16 THE CHAIRWOMAN: Thank you, Vice
17 President Mazzarelli. At this time, I would
18 like to request a motion to adjourn the Board
19 of Directors meeting and call Board of Trustees
20 meeting to order.

21 TRUSTEE PONTIERI: Motion.

22 (Whereupon, the motion was seconded
23 by a Board member.)

24 THE CHAIRWOMAN: All in favor?
25 Opposed? Abstention? Motion carries.



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2 THE CHAIRWOMAN: Request a motion for
3 the approval of the March 21, 2013 Board of
4 Trustees meeting.

5 TRUSTEE ALVEREZ-GRONEMAN: Motion.

6 TRUSTEE MANGUAL: Second.

7 THE CHAIRWOMAN: I would like to
8 introduce Vice President Gail Vizzini to
9 present the college budget and college
10 financial reports.

11 Trustee Pontieri, you have a motion
12 to make.

13 TRUSTEE PONTIERI: I'm sorry, yes.
14 I'd like to make a motion to direct the college
15 to give an RFP for legal services. This is
16 with consultation with the Board and Board
17 President. This motion is for us to go for an
18 RFP for legal services, for attorneys for
19 consultation with the Board, the Board chairman
20 as needed --

21 THE CHAIRWOMAN: Chairwoman.

22 TRUSTEE PONTIERI: In areas such as
23 employee relations, education law, municipal
24 law, commercial contracts and so forth, and
25 those other needs so determined by the Board



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2 Chair.

3 During the retreat that we had this
4 past November, I guess it was, it was
5 recommended by -- the woman's name.

6 THE CHAIRWOMAN: Dr. Narcea Palonio.

7 TRUSTEE PONTIERI: That is the
8 motion.

9 TRUSTEE FENCHEL: Second.

10 THE CHAIRWOMAN: All in favor.
11 Opposed? Abstention? Motion carries.

12 MS. VIZZINI: Madam Chairwoman,
13 trustees, first of all, the financial report
14 for the current year 2012-2013, our revenue
15 continues to trend to the negative
16 approximately one point four million dollars,
17 but we are abating that by our prudent
18 restricting expenditures to the filling of
19 positions that are essential to the college's
20 goals and mission. And controlling other areas
21 of expenditure as necessary. The combination
22 of the two, we are still in the black
23 approximately five hundred thousand dollars.
24 You have the detail in your packet.

25 Moving onto the preparation and



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2 presentation of the 2013-2014 college operating
3 budget, this slide gives you the assumptions
4 based upon which the operating budget is
5 constructed. First of all, it compares the
6 '13-'14 to the current adopted budget. There
7 is an increase in expenditures of four million
8 dollars. It's a modest of two point one
9 percent increase. This is without grants.
10 With grants, our total budget for '13-'14 is
11 one hundred ninety-eight million. That is a
12 two point two four percent increase.

13 I'm very pleased to point out that
14 the projection for grants has increased by
15 three hundred twenty-two thousand dollars, that
16 is primarily in the adult literacy education
17 program, GED, the Living Partnership and STEP
18 program. Assumptions in terms of state aid,
19 the budget incorporates the one hundred fifty
20 dollar increase in the rate per FTE. That is a
21 six point six percent increase in the rate.
22 The county contribution is thirty-eight point
23 nine million. It remains the same in this
24 budget.

25 Tuition is proposed to increase by



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2 one hundred fifty dollars annually for the
3 full-time resident or seventy-five dollars per
4 semester. That is a modest increase of three
5 point seven six percent. In order to keep that
6 tuition increase at the one hundred fifty
7 dollar level, the budget also includes a
8 transfer from the fund balance reserve of one
9 point eight million dollars.

10 I have cautioned you in the past that
11 the use of the reserve is a one shot. This
12 time next year, I will probably be before you
13 identifying a budget gap that begins with one
14 point eight million dollars.

15 This presents the areas of
16 expenditure in the traditional categories that
17 you are accustomed to, equipment, personnel,
18 supplies, utilities, contract, employee
19 benefits. As you can see, the four million
20 dollars is primarily due to increases in the
21 employee benefits area. That is two point four
22 million dollars alone for the employer
23 contribution to the retirement system. And an
24 additional roughly four hundred thousand
25 dollars related to health insurance and other



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2 employee benefit costs.

3 There is also a modest increase in
4 personnel services of one point one percent.
5 The college has been very fiscally prudent the
6 last several years. As you know, contracts
7 were reopened. Our employees have partnered
8 with us in terms of effectuating give backs and
9 savings at the college, where for the past two
10 years faculty guild and AME were held to zero
11 percent salary increases.

12 However, the faculty and exempts do
13 kick in at two percent, plus the other
14 bargaining units are eligible for steps.
15 Despite that, we were able to keep our
16 personnel services down to one point one
17 percent increase.

18 This shows you the revenue. The
19 revenue is shown to you net of offset revenue.
20 Offset revenue is approximately fourteen
21 million dollars and it's comprised of things
22 such as fees, commissions, rental, interest
23 earnings, everything other than the state aid,
24 county share and tuition. When you look at the
25 revenue from this perspective, the student



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2 share, despite the modest increase in tuition,
3 is actually turning slightly downward from
4 fifty point six percent to forty-nine point
5 five percent.

6 The county share, this number is the
7 county share, not -- it includes the county
8 contribution and a few other revenue items
9 including when you use a transfer from the
10 reserve, we report it to the state as part of
11 the county share, so it is added in that
12 number.

13 It does not imply that the
14 maintenance of effort dollar amount
15 automatically goes up. The thirty-eight nine
16 remains the same. And the state share is
17 modestly trending upward with that additional
18 hundred fifty per FTE. Any questions?

19 THE CHAIRWOMAN: I have a question.
20 This proposed budget, it anticipates that
21 enrollment, we will meet our goal when it comes
22 to enrollment.

23 MS. VIZZINI: We are projecting a
24 continuing level off of enrollment of
25 approximately two percent. That is implicit in



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2 the revenue assumptions.

3 THE CHAIRWOMAN: Thank you. Trustee
4 Hazlitt.

5 TRUSTEE HAZLITT: There is an opinion
6 that I've come across that one of the reasons
7 for the decline in registration and enrollment
8 were the effects of Sandy and other things that
9 people who, if they weren't involved in that or
10 affected by that, would address their
11 educational requirements. Now they have other
12 major problems that are taking their attention,
13 and it is the priorities and they just don't
14 have the ability to take care of both, dealing
15 with the effects of the storm and the
16 education. That is a factor that you really
17 don't think about it. I didn't think about it
18 until I read read it.

19 DR. MCKAY: Madam Chair, also we are
20 seeing another trend across the institution,
21 seeing more part-time students registering than
22 full-time students. That also would be an
23 indication of students working more jobs now.
24 When you ask students how many are doing one
25 part-time, two part-time or three part time



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2 jobs, hands go up in the room.

3 Certainly there are factors that we
4 can't control. Later on there is a
5 presentation on enrollment management that Vice
6 President Mazzarelli and the College Dean,
7 Joanne Braxton will speak about the issue about
8 the effects we have on the way currently and
9 plans going forward to address and mitigate
10 those concerns.

11 TRUSTEE PONTIERI: In terms of the
12 fund balance one point eight, how much did we
13 put in the '12-'13 budget the past year?

14 MS. VIZZINI: We haven't used the
15 fund balance since the 2009 -- '10 adopted
16 budget.

17 DR. McKAY: And part of that as well,
18 if you remember, we were cited by Middle States
19 back then in 2007 saying that we did not have
20 the appropriate fund balance for the size of
21 the institution, we worked to mitigate that.
22 There is also a requirement I believe we have
23 the state and,

24 MS. VIZZINI: SUNY and Middle States,
25 fifteen percent.



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2 DR. McKAY: Ten to fifteen percent of
3 your operating budget should be in reserves.
4 On the one hand, we have to watch that balance
5 as we go forward. As the total number
6 increases, so does the requirement, the
7 reserve, to match that ten to fifteen percent
8 increase as well.

9 MS. VIZZINI: We have twenty-two
10 million dollars, of which approximately six
11 million is accounts receivable.

12 THE CHAIRWOMAN: What percent of that
13 is according to the institution? I know we
14 need ten to fifteen. What is twenty-two
15 million?

16 MS. VIZZINI: It's about twelve.
17 Fifteen would be twenty-nine point five based
18 on the hundred ninety-four million dollars
19 number.

20 TRUSTEE PONTIERI: That is a tough
21 situation, dealing with the surplus like that,
22 then drawing it down. We don't do bonds here.
23 Bond rate and all of that stuff is driven by
24 the solvency. I guess the other thing
25 politically, you keep hearing high in Albany



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2 all the reserves that everybody has, you should
3 spend the reserves because it's taxed. You
4 can't do it.

5 THE CHAIRWOMAN: It's a very
6 difficult situation. I think that Vice
7 President Mazzarelli and the staff of that
8 department have done a great job in trying to
9 keep our tuition as affordable as possible and
10 proposed a budget that it is reasonable and to
11 all contributing to the extent that we can. We
12 would not like to use the reserve fund, but we
13 also understand that our students are facing
14 economic situations, and we want to be
15 understanding of that.

16 I know most colleges are increasing
17 between three and five percent. Three point
18 seven. It is at this time the best we could
19 do. Thank you very much.

20 MS. VIZZINI: Just one more comment.
21 We did not raise tuition last year. But on
22 average, among all but four community colleges
23 that did raise their tuition, it was
24 approximately four percent. We are not the
25 most expensive, nor will we be the most



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2 expensive with the new rate.

3 While I'm up here, I would just like
4 to segue, if I may, into the county executive's
5 proposed capital program and share with you
6 that we asked for eight projects to be funded
7 in the 2014-2016 proposed capital program. We
8 are very happy that we have the support of the
9 county.

10 This shows you all of our projects
11 that they have all been included. The shaded
12 ones are those that the funding, compared to
13 our request, has been delayed by one year. It
14 is not atypical for the county to try to push
15 some projects to further years in order to
16 mitigate their concern in regards to upcoming
17 debt service and their own problems in terms of
18 they no longer have the tobacco securitization
19 revenue to offset the debt service, and 2014 is
20 the first year they face that.

21 Our staff is reevaluating in terms of
22 the implications, not only in terms of state
23 aid, but also possible escalation in
24 construction costs, which average about two
25 point three percent should we have to wait



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2 another year for our projects. After we
3 conferred, we will get back to you in terms of
4 our concerns.

5 DR. McKAY: A key point also for the
6 Health and Wellness Center. We already secured
7 state funding. We do get a call later on close
8 to September, we have to go back to the state
9 and say that whether or not we have maintained
10 our county share of the funding, and then other
11 counties then compete for those funds that
12 don't have county funding.

13 We have a lot to work to do here to
14 make sure that we don't lose the funding for
15 the Health and Wellness Center. We are pleased
16 that the STEM building has been included. We
17 have the cost escalators with that type of
18 building. We have a lot of work to do to make
19 sure they're kept in the time lines that we
20 asked for and not pushed out in future years.

21 THE CHAIRWOMAN: We don't want to
22 jeopardize the state funding that we have been
23 given. Thank you very much. I heard there was
24 a lot of pencil sharpening going on with that
25 proposed budget. Great job.



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2 At this time I would like to request
3 a completion for the approval of college
4 resolutions 2013.23, to 2013.31.

5 TRUSTEE FENCHEL: So move.

6 TRUSTEE MANGUAL: Second.

7 THE CHAIRWOMAN: All in favor?
8 Opposed? Abstention? Motion carries. I would
9 like to introduce Dr. Nathaniel Pugh, Vice
10 President for Planning and Institutional
11 Effectiveness and Dr. Christopher Shults, Vice
12 President for Planning and Institutional
13 Effectiveness, to give us an assessment.

14 DR. PUGH: Good evening, Madam
15 Chairperson, members of the Board,
16 Mr. President, colleagues and friends. My
17 colleague and I would like to present to you an
18 update on the planning and assessment
19 activities in progress for the development of
20 the monitoring report required for Middle
21 States.

22 The monitoring report submission
23 schedule is before you. The time lines there,
24 we made some adjustments in terms of getting
25 the final drafts to Dr. Howard. That will be



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2 June 7th. The first version sent to the Board
3 of Trustees, this body, will be June 28th,
4 about a month ahead of the earlier schedule
5 that we had adopted. Importantly, the report
6 will be a living document until you ladies and
7 gentlemen give us the final approval, hopefully
8 lie in August.

9 The adjusted time line allows for
10 greater review, editing and consideration of
11 evidence, which is crucial. I'm also pleased
12 to report that the working groups continue to
13 meet monthly. The members started to
14 collaborate with each other on development of
15 each standard. There are numerous and formal
16 meetings to strengthen our efforts. Meetings
17 with individuals have been halted and we are
18 going to go to the work groups because we find
19 that individuals needs to work across areas
20 with each other to make sure they're getting
21 what they need with regard to the responses.

22 I want to call your attention to the
23 last section on this particular slide. I'm
24 very pleased that persons have stepped up to
25 the plate and have started putting together the



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2 outlines of a guide of responses to the
3 standards, and there are four of them. And
4 Standard 2 that will involve Rebecca Turner
5 Wallace and (inaudible) out of East. On three
6 is Dr. Troy Tucker On seven is Dr. Jeff
7 Pederson and on fourteen that will be Dr.
8 Philip Christensen. I met with the last two
9 earlier today and I'm very pleased to report
10 that they are doing very well with their
11 assignments.

12 I'm also very pleased to report to
13 you that Dr. McKay said to Chris and I one day
14 I need for you guys to document what you have
15 been doing over the past two years. What? He
16 wasn't kidding.

17 THE CHAIRWOMAN: It's called
18 accountability.

19 DR. PUGH: We got busy and did a nine
20 page document, and I was surprised that
21 normally we do not get to say to the president
22 what else would you like us to do? We had done
23 a reasonable job. I looked up on Monday and
24 Dr. McKay sent the members of the Board that
25 chronology, and I'm pleased with that. We will



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2 update the chronology on a monthly basis for
3 the Board, and they will be in a red or green
4 statement so you know what the changes are.

5 At this point, I would like to turn
6 to Dr. Shults so he can give the an overview of
7 the keys of compliance.

8 DR. SHULTS: Thank you, Dr. Pugh and
9 good evening. What I would like to do is talk
10 about the keys to compliance. Board members
11 should have received this document recently.
12 This is what we affectionately call the matrix.
13 This is a one page snapshot of all the keys to
14 compliance. It takes you through the process,
15 when we started, when we anticipate completion,
16 what actions have been completed since the last
17 time we presented and what the actual
18 deliverables are.

19 We think of this as an executive
20 summary, a pictorial version, and it's a
21 document which replaces the time line in your
22 binder. This is the new form to look at so you
23 can track progress. It's on one page and
24 hopefully very easy to look at.

25 THE CHAIRWOMAN: Very friendly



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2 document.

3 DR. SHULTS: Thank you. Column 4
4 will reflect the monthly progress key by key.
5 It's important to note, as Dr. Pugh was talking
6 about, what we will do is in the progress
7 report that you get monthly, we are going to
8 include all of the changes as one of the
9 appendices. We will also be updating the
10 activities, and that will be an appendix as
11 well. In the front you have this matrix, which
12 will be kind of like a pictorial executive
13 summary. The dates have been reviewed and
14 updated.

15 I want to draw the Board's attention,
16 that the Comprehensive Plan for Institutional
17 Effectiveness will now be delivered to you in
18 May for a vote in June. We wanted to give more
19 time to develop the document and allow for more
20 review. The strategic plan has been placed on
21 the My SCC portal and a college brief went out
22 earlier this week alerting individuals to take
23 a look at it and provide any updates to me, and
24 if I understand, the Board had received the
25 strategic plan as well, and a CAPIE will be



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2 Placed on the portal in early May.

3 We wanted to be sure we were able to
4 give time for faculty before they leave and
5 others to have a chance to review the
6 documents. At this time, I will give it back
7 to Dr. Pugh to finish it up.

8 DR. PUGH: There are five points I
9 want to bring to your attention. One is the
10 college review. Ms. Araneo's efforts, she has
11 sent out the strategic plan to the college for
12 your review. We also sent that plan to the
13 Board, and we are hoping that you get your
14 revisions, if any, back to us as soon as you
15 can. We finished the first version of the
16 CAPIE and we will be placing it on the portal.
17 We are asking you to review it. It's a little
18 more technical. We are ready to assist you
19 moving through the technical aspects.

20 Last but not least is the completion
21 of the draft responses to the Middle States
22 standards is topmost for us to look at. I
23 might say that we know that we have great
24 challenges, but I'm going to say this without
25 being apologetic. In our mind, we know this is



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2 difficult, but in our hearts we are going to do
3 it no matter what. Any questions?

4 THE CHAIRWOMAN: Again, we have full
5 trust and confidence that this is not
6 impossible and you will accomplish what needs
7 to be accomplished. We go into the committee
8 reports. Personnel. Academic affairs, student
9 services? Facilities.

10 TRUSTEE LILLY: Jim and I have not
11 had a meeting, but I just wanted to comment on
12 the presentation Gail made. She is correct if
13 you push back on some of project, the costs are
14 going to go up. I don't know where you want to
15 pick your battles, whether or not you even want
16 to pick a battle at this time. These are very
17 important projects. They should be looked at
18 to see if we can restore them to their time
19 line.

20 DR. McKAY: I know the entire team is
21 currently reviewing what our approach will be
22 on that. I know Gail already spoke to Ben. We
23 spoke to Paul Cooper and John DeMayo. We will
24 be judicious in our approach. The benefits of
25 the projects far outway our having a discussion



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2 of restoring them because you have on the
3 construction side, you have jobs. On the
4 economic benefit side, what you are looking at
5 here, we are training students to go right in
6 the workforce now.

7 The STEM building is the first of
8 it's kind in the state, as you heard from the
9 students tonight in the science, technology
10 area. We do know from manufacturers that is a
11 building they want to see built here to help us
12 prepare students that will then become
13 employees and taxpayers here in the county.
14 For the first time we have all the buildings in
15 the plan and none of them removed, as normally
16 done in the past. We have to share with our
17 legislators the importance of these buildings,
18 especially losing funding for one that already
19 received state matching funds. We have to
20 share that with all counties in the state do
21 receive funding for these buildings; that is
22 also significant.

23 If we put that building into a later
24 year, we could lose funding that is already
25 guaranteed by the state. So you are correct.



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2 THE CHAIRWOMAN: Last but not least.
3 Advocacy.

4 TRUSTEE HAZLITT: I hope you bear
5 with me this evening. My comments of more of a
6 personal nature. I would like to take this
7 opportunity to personally, absolutely
8 congratulate Anthony for all his
9 accomplishments. He's done the Marine Corps.
10 We both come from humble beginnings.

11 THE CHAIRWOMAN: you're Puerto Rican?

12 TRUSTEE HAZLITT: I have some Puerto
13 Rican friends. Really, I mean, his academic
14 accomplishments remind me so much of myself
15 when I was his age. I think back to when I was
16 his age, I took my high school physics exam, I
17 got sixty-five with a circle.

18 Anthony, you are going to go places
19 in this life. I won't be around to see them.
20 You will make it. You have a resume that is
21 gold. You are going to bring credit to this
22 organization, because this is really where you
23 started. (Applause)

24 TRUSTEE MANGUAL: All I really want
25 to say is thanks. Don't worry, I'm not going



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2 that far. You can't die yet, so don't worry
3 about it. I'll see you soon.

4 THE CHAIRWOMAN: He can continue now
5 with the advocacy committee. At this point,
6 I'd like to go in the Chairwoman's report. I
7 want to take the time to acknowledge the superb
8 job by the Salute to Excellence Members and
9 executive member Rick Guarino. It was well
10 executed. The attendance was at it's max. The
11 venue was a dream. I felt like a princess that
12 night in a castle, and we should feel very
13 proud that members of the Suffolk County
14 Community College Foundation did an excellent
15 job, and at that night we had Anthony reminding
16 us what is our mission and what is our purpose
17 and when we create opportunities for students
18 we can definitely transform their lives and
19 empower them. It was a success.

20 I want to thank all the trustees for
21 their support. Many of you attended the event
22 and others generously supported the event.
23 Thank you very much. We will go now to the
24 President's report.

25 DR. McKAY: Thank you, Madam Chair.



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2 I'll go directly to the executive director
3 Richard Guarino to provide a report from the
4 foundation and also talk a little bit about the
5 work we have undertaken since the gala.

6 MR. GUARINO: Madam Chairwoman,
7 trustees, President McKay, colleagues, guests.
8 On Friday, April 5, 2013 at historic Oheka
9 Castle, Suffolk Community College Foundation
10 hosted it's 2013 Salute to Excellence gala.
11 The Foundation would like to thank the Board of
12 Trustees for its support to that event. Thank
13 you very much. Along with this year's honorees
14 corporate sponsors the journal supporters and
15 all the attendees, I'm pleased to support the
16 gala was a sellout. We had over three hundred
17 forty attendees fill the ballroom at Oheka
18 Castle to celebrate the honorees and the great
19 accomplishment of the last year at the college.
20 When all is said and done, the Foundation will
21 have raised over ninety thousand dollars from
22 the gala, which will go towards supporting
23 student scholarships and emergency loans. It
24 was a great night for the college. All this
25 could not have been accomplished with out the



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2 dedication and activity and engaged gala
3 committee and the foundation staff. Inclusive
4 of our student intern Briana Ryder. I would
5 like to publicly and personally thank each and
6 every one of them for making the gala a
7 success. Thank you. Next year's gala has been
8 announced. It will be on Thursday April 3,
9 2014. Mark the date. I'll be looking forward
10 to another proud evening for Suffolk County
11 Community College.

12 I'd also like to mention that on
13 August 12th we will have a 30th anniversary of
14 our golf classic at the golf course at east
15 Setauket. There will be a great day of golf,
16 there will be raffles and honoree as well. All
17 the proceeds that we raise will go towards
18 supporting student scholarships emergency loans
19 and program development.

20 DR. McKAY: I would like to publicly
21 thank Rick Guarino for stepping up to the plate
22 he started in the middle planning the event and
23 working with the committee and really has done
24 a tremendous and remarkable job. No pressure.
25 Let's raise some money.



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2 THE CHAIRWOMAN: I also want to thank
3 Kevin Peterman and faculty members who put
4 together the video. I don't know if the Board
5 of Trustees has had access to it. It was a
6 great job.

7 DR. MCKAY: At this time, I would
8 like to call on the College Dean Joan Braxton
9 to give us a report. I believe there are some
10 handouts.

11 MS. BRAXTON: Good evening, Madam
12 Chair, Mr. President, members of the Board.
13 What I would like to present before you is the
14 college's overall enrollment management plan.
15 You will see an overview of the kind of
16 activities that we are involved in to make sure
17 that the leveling does not go any further.

18 It's important that I share with you
19 the interaction between the various offices
20 that the Enrollment Management Office works
21 with, as well as I would like to tell you what
22 is in your folder. You have samples of some of
23 the wonderful literature that is produced by
24 our Office of Institutional Advancement. The
25 Office of Enrollment Management will come up



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2 with a concept, but the Office of Institutional
3 Advancement are the creative people. They make
4 it happen.

5 In your file you will see information
6 which is called Suffolk at a Glance, which
7 gives an overview all the aspects of the
8 institution. It talks about our faculty, the
9 scholarships that we give. You will see
10 information about scholarships as well. There
11 are two articles that we use as recruitment
12 items, both from the Career Focus magazine
13 which will be coming out in May. It goes out
14 to over four hundred forty thousand households
15 in Suffolk County.

16 This year, some of the feature
17 articles will be the honors program, adult
18 learners and scholarships. In previous
19 editions we featured what you see in your
20 packet. We talked about veterans, because we
21 are a veteran friendly campus, as well as we
22 tell parents that by coming to our outstanding
23 institution, you can save money and then
24 transfer onto a four year school.

25 One of the final items in the packet



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2 is our international brochure. We have a large
3 contingent of students who come to Suffolk
4 County Community College from all over the
5 world. In your white envelope, you will see
6 what is called our view book.

7 I really wanted to give you a
8 sampling of all of the kinds of various
9 literature that we use, and it truly is only a
10 sampling. That is the admissions application.
11 If you will see all of the documents and
12 literature that you have, we are branding our
13 institution. You will see that we want people
14 to see certain things, like when you see the
15 red can, you know it's Coke. When you see
16 certain kinds of emblems, you know it's Suffolk
17 County Community College.

18 We will proceed to share with you
19 what we are currently doing in the enrollment
20 management area. One of the things about
21 enrollment management is that it really is what
22 we do in terms of ensuring that when an
23 individual has an interest at the institution,
24 that interest will turn into enrollment. So we
25 always have to do things that will keep that



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2 individual engaged so they will then want to
3 participate and becomes a student here at
4 Suffolk County Community College.

5 What you have before you is Noel
6 Levitt, which is a national consulting firm,
7 which talks about enrollment management, and it
8 tells you all the characteristics that you
9 should have when you are looking at your
10 overall enrollment management plan. We, at the
11 college, have a management enrollment committee
12 and there are certain charges of the committee
13 in terms of ensuring that we are doing the
14 kinds of activities that will attract people to
15 Suffolk County Community College.

16 I will share with you the kind of
17 things that the committee is charged with. The
18 enrollment management committee is a
19 subcommittee of our overall strategic planning
20 council committee. It coordinates enrollment
21 management activities. We also work to
22 coordinate surveys, data collection. Any kind
23 of work that we do, we always work with the
24 Office of Institutional Advancement to make
25 sure that we are making decisions that are data



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2 driven.

3 We also evaluate college-wide
4 policies and procedures to ensure that we are
5 not putting any barriers in the place of anyone
6 who wishes to come to the college. We
7 establish priorities in terms of enrollment
8 projections. We also review financial aid,
9 admissions and other areas. As you can see,
10 when you look at Noel Levitt and what they said
11 an enrollment management plan should consist
12 of, our committee has those charges as part of
13 the overall requirement. We also want to
14 ensure whatever we are doing it's also in
15 connection with our Middle States. The
16 enrollment management committee is connected to
17 Standard 2, Standard 7, Standard 8 and Standard
18 9.

19 One of the things that is critical in
20 any enrollment management plan is that there
21 are certain offices that we must collaborate
22 with. We collaborate with our Office of
23 Planning and Institutional Effectiveness
24 because that helps us with our data analysis,
25 benchmarking and so forth. We collaborate with



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2 the Office of Institutional Advancement that
3 talks about our branding, our marketing
4 advertising, social media, and of course we
5 collaborate with our campus office of
6 admissions in terms of developing policies and
7 procedures and working through communication
8 plans. Any initiative that we embark upon to
9 attract individuals to our college, we do a
10 complete communication plan.

11 I thought it would be helpful if had
12 you a sense of what our full-time student body
13 looks like in terms of ethnicity, gender and
14 you see that it's interesting, the males are
15 moving further than the females. That is
16 something that we are unaccustomed to. They
17 usually have been neck in neck, but because of
18 the economy, we are seeing a difference in
19 that.

20 We also ask any educational goals.
21 If you look at the application that is in your
22 your packet, there are ten questions that we
23 ask individuals. What are your plans when you
24 are coming to the institution. As you can see,
25 over fifty-three percent of the students who



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2 come in they are looking to transfer.
3 Twenty-one percent will transfer without a
4 degree, twenty-one percent, they earn a degree
5 and have plans for employment. And I thought
6 it was important for you to see what they think
7 about when we come in the door and what they do
8 when they graduate.

9 In 2011 and '12, the graduates there
10 were more than forty-three percent actually
11 transferred. So they're not too far from when
12 they initially coming in. The other piece as
13 he know that the graduation classes are
14 becoming smaller and smaller. So when we talk
15 about enrollment management plan we have to
16 look at other areas that we must focus on. I
17 share this with you so you can see that the
18 numbers are dwindling. However, if you look at
19 2012-2013, the class of the twenty thousand one
20 hundred thirty-three students that graduated
21 Suffolk County Community College received
22 twenty-two percent of all of the graduates of
23 the high schools in the county, so that came to
24 four thousand four hundred twenty-two.

25 If you realize that Long Island is



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2 one of the areas that is a great exporter of
3 students who want to go onto college. In fact,
4 one of the initiatives that President McKay has
5 put forth is stay on Long Island. That is
6 helping us keep our brain trust here on Long
7 Island.

8 When we are developing information
9 that we want to go out, whether it's adult
10 students, whether it's veterans, we do a
11 communication plan, we identify people that we
12 want to work with and develop an overall
13 marketing strategy. In marketing areas we are
14 visible all the time. On Monday, when you get
15 Newsday, there will be a Post It that will be
16 announcing the college's open house next week,
17 next Thursday. We will be having an open
18 house, our spring open house. The Post It is
19 on the outside of the paper. It tells them
20 where to come in terms of our open house.

21 Each year, we also, in August, will
22 purchase the junior and senior lists of all
23 Suffolk County students so we can, continuously
24 month by month reach out to them engage them so
25 they will actually select Suffolk as their



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2 college of choice.

3 This is a picture of a large
4 announcement in Smithaven Mall. This is about
5 Suffolk County Community College. This
6 particular one will run until June. I just
7 found out today we were able to now have
8 something that will running the same kind of
9 poster in the Tanger outlet. So we are looking
10 to always put our face our visibility there for
11 people to know who we are. We are Start Smart.
12 The enrollment management --

13 TRUSTEE MANGUAL: I just want to ask
14 which Tanger. I didn't want to interrupt.

15 MS. BRAXTON: You can interrupt. If
16 you interrupt, then Lou wouldn't say I'm using
17 more time. The Tanger is the Riverhead Tanger.
18 One of the things we're looking at is we are
19 putting this to the food court. It's not just
20 for the people that are shopping, it's also for
21 the workers that are there. It's for them to
22 say I'm working in the department store, but
23 maybe I should go to college. We advertise all
24 the time.

25 One of the things that is really neat



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2 is this we advertise on cable and we have the
3 ability that if you are interested in Suffolk,
4 you can go into the cable and it says, would
5 you like us to send you information, and right
6 from the comfort of home you can type in your
7 information and we can send you information
8 right away. It works very nice. As again we
9 do research in terms of making our discussion
10 decisions, how do we go out to decide which
11 particular populations we look at and you can
12 see the various reports that we are able to
13 present.

14 Also, high school students, our high
15 school students are very important to us in the
16 sense that that is what we call our bread and
17 butter. They're our initial cohort of
18 individuals, so we have very good communication
19 as well as relationships with the high schools
20 to ensure that they know everything about
21 Suffolk County Community College. We also make
22 sure that we tell them about our scholarships,
23 our honors programs.

24 What we have noticed is students are
25 applying earlier and earlier to the college.



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2 Also, we have more parents who are now
3 interested in what is happening with their son
4 and daughter. We have made other kinds of
5 communication plans to related to parents as
6 well. The bottom one is to increase the
7 overall yield from Suffolk County high schools.
8 We spend over nine million dollars in terms of
9 out of county. That comes to more than four
10 thousand students who are Suffolk students,
11 graduates, they go on to other community
12 colleges.

13 One of the things we are looking into
14 possibly being able, so we can track the
15 students even better and tell them about our
16 wonderful programs, is have them add on that
17 form, when they do the out of county, what
18 program they're in so we can see exactly and
19 tell them that our programs are just as
20 wonderful if they were interested in attending.

21 We look at transfer students. We do
22 a lot of work there. We have the ability to
23 evaluate transcripts instantaneously so
24 students will know exactly how their credits
25 will be used. We want to always remove



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2 barriers from anyone who wants to come to the
3 college. The adult student population, has
4 changed tremendously. They're looking for ways
5 to come back for career changes, the economy.
6 We do a whole particular program for the adult
7 student. Of course veterans we are always
8 concerned about working with them. When the
9 strategic plan was developed the Board asked
10 that diversity be an element in that plan, and
11 we are making sure that we have a diverse
12 population and we reach out to international
13 students as well and we have pre-enrollment.

14 We are always constantly doing things
15 every day, every month. We are advertising, we
16 are marketing, sending all kind of research out
17 to individuals, like for international students
18 they have the ability, from any country, they
19 look at our admissions application, we have
20 something called Google translator. It
21 translates our application to their language,
22 they fill it out, they submit it and it
23 translates it back to English. That is
24 something that we didn't have previously and we
25 now do.



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2 We have lots of partnerships. We are
3 working directly with high schools, adult,
4 veterans, community and civic organizations and
5 it's constant. We are always as making sure
6 that people understand what we are doing for
7 the betterment of Suffolk Community College.
8 You will see some of the other kinds of things
9 that we are working on going forward. Of
10 course, we know that Suffolk County Community
11 College will always transform lives, so our
12 enrollment management plan focuses on being
13 able to transform lives so students can reach
14 their particular goals.

15 Thank you. Are there any questions?

16 THE CHAIRWOMAN: Thank you very much.
17 Yes. This committee was established this year.

18 MS. BRAXTON: The Enrollment
19 Management Committee?

20 THE CHAIRWOMAN: Yes.

21 MS. BRAXTON: No, it's been in
22 existence for many years, but because it was a
23 subcommittee of the Strategic Planning Council.

24 THE CHAIRWOMAN: I was just not aware
25 of its existence before. I'm glad we have



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2 different types of ways of reaching out to our
3 students. I think that is promising. Do we
4 have a way of assessing those efforts?

5 MS. BRAXTON: Yes, we do.

6 THE CHAIRWOMAN: I know you did say.
7 How do we know that's it's giving you the
8 result?

9 MS. BRAXTON: We had a discussion
10 with the associate dean for institutional
11 advancement. We have the ability to determine
12 what particular, whether it was the radio ad or
13 the newspaper or postcard, we have the ability
14 that when people come onto our landing site, we
15 ask them to fill out a very brief survey. It
16 has three questions. One of the questions is
17 how did you find out about us.

18 What we are now doing is assessing
19 that information to see which one of our
20 activities gives us the greatest mileage in
21 terms of increasing the number of students to
22 come into the institution. We need somebody to
23 work on it twenty-four hours. People are
24 really responding to it. They are telling us,
25 the information that we are gathering, they're



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2 telling us what is effective to keep them
3 coming into the institution. We are very
4 pleased with this initiative.

5 THE CHAIRWOMAN: It sounds like you
6 are working on gathering of data. Please let
7 us know what is working and what is not. I
8 also wanted to ask about the application. I
9 see that the Social Security number is a
10 question. I think there is an asterick there.
11 Is the Social Security number question
12 optional?

13 MS. BRAXTON: No. We are required to
14 ask for Social Security numbers and the
15 asterisk indicates, it explains why it's
16 required. The moment we enter the information
17 it is redacted from the application and we give
18 the student an ID number.

19 THE CHAIRWOMAN: When they don't fill
20 it out, they get --

21 MS. BRAXTON: An ID number. We do
22 have students who do not have Social Security
23 numbers. We have a complete process in place
24 in terms of students that have to give us an
25 affidavit that they are working towards a



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2 particular goal to reach citizenship, and the
3 students are comfortable with how we go about
4 ascertaining that information.

5 So the plan is in your folder. I
6 just gave you the overview. It is a plan that
7 we work on each and every day. We are always
8 looking to enhance it to change. We are always
9 looking at other ways that we can attract
10 people to our institution,

11 THE CHAIRWOMAN: I assume that just
12 like there is a plan for enrollment, I don't
13 know if there is a committee for it, but also
14 for retention.

15 MS. BRAXTON: Part of my job
16 description has enrollment and retention. This
17 evening I focused on the enrollment side of it,
18 but we also have a committee that is working on
19 retention as well.

20 TRUSTEE SANDERS: That was great. In
21 our student succeed committee meeting we had a
22 discussion about the true story behind the
23 data. It sounds like we are getting closer to
24 telling the story. If a student comes in and
25 it's their attention never to stay two years.



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2 That is story that needs to be captured. If we
3 look at graduation rates, I don't think we are
4 capturing it to look at the success. Was it
5 the student's intention to stay two years or
6 was it the student's intention to stay only one
7 year. I think that is an important story to
8 tell.

9 MS. BRAXTON: That is why we added
10 the questions onto the application, because we
11 were looking at defining what we call success.
12 If you came in and said I was here because I
13 wanted to take courses for advancement in my
14 job, then that was a success. The problem is,
15 not the problem, but the issue is that for all
16 federal and state, it's based on full-time
17 first time students, and they equate success
18 with graduation rates.

19 There is there is a move within the
20 community college arena to begin to define
21 success, just as you are indicating. If they
22 came in, they accomplished what they wanted to,
23 then that should be considered success. Also
24 they are looking at, if a student transfers to
25 another school, we should get credit when they



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2 graduate. There are lots of discussions within
3 higher ed and community college to redefine
4 success in the sense of not just success is
5 only graduation but the other elements that are
6 there.

7 THE CHAIRWOMAN: Thank you.

8 DR. McKAY: Finally, Madam Chair, and
9 members of the Board I'm proud to announce that
10 our own John Lombardo is being recognized
11 nationally. He was selected by a select group
12 of corporate and some manufacturing
13 organizations to travel to Colorado tomorrow to
14 speak at a panel that is a closed door session.
15 You can't apply to attend that; you have to be
16 selected. Also, our very own Anne
17 Shybunko-Moore was also selected to speak. So
18 I want to congratulate you.

19 Madam Chair and members, that
20 concludes our report.

21 THE CHAIRWOMAN: Round table.
22 Trustee Shybunko.

23 TRUSTEE SHYBUNKO-MOORE: Thank you
24 very much. I wanted to comment, March 29th, we
25 had an event, my company GSE Composites, the



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2 new building. We had Congressmen Tim Bishop
3 and Congressman Steve Israel there. Peter King
4 was supposed to be there, but unfortunately, he
5 had to cancel out. We had district changes, so
6 Suffolk Community College is now in the
7 Congressional district of Peter King and Tim
8 Bishop and Steve Israel, all moved around.

9 So the concept was have a
10 cross-congressional meeting where they all come
11 together and talk as one. Cross-party district
12 was the concept. Peter King actually goes to
13 the Brentwood campus. Mr. Steve Israel was the
14 Congressman for the Brentwood campus; he's now
15 here.

16 It was very well attended. It was on
17 Good Friday. We still had over a hundred fifty
18 people there, as well as Chairwoman, and thank
19 you Anthony Mangual, thank you for attending.
20 My purpose in bringing it up at this
21 roundtable, there were a few questions actually
22 about how Long Island was going to recover
23 from the economic condition and how we were
24 going to fill the skill gap and how we were
25 going to train our workforce. I can say, and I



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2 hope you guys agree, Suffolk Community College
3 came up throughout the entire meeting as the
4 solution, I think was the quote that both
5 Congressmen said. Suffolk Community College is
6 going to is be the solution as to how we were
7 going to get out of this economic condition.

8 So a testament to what you said with
9 the branding Suffolk is doing, and to President
10 McKay and the Board and everyone that is here.
11 The message is quite clear on the federal level
12 from Obama down, that community colleges are
13 the answer. I think Suffolk was incredibly --

14 THE CHAIRWOMAN: I completely agree
15 that Suffolk was at the heart of the
16 conversation all the time. As Trustee
17 Shybunco-Moore said, it was quoted as the cause
18 for solution, not a cause for concern, but
19 definitely for solution. Which is good.

20 TRUSTEE SHYBUNKO-MOORE: The
21 follow-up to that, I will also have to announce
22 that with Governor Cuomo's Long Island Regional
23 Council, I'm not sure if it's announced that
24 Dr. McKay has been chosen to fill, I believe
25 it's twenty-two members that we are. Don't



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2 quote me on that number. I believe it's
3 roughly twenty-two. Dr. McKay has been asked
4 to join that very important group.

5 In addition, he's been chosen to be
6 the co-chair for the work group, workforce and
7 education. I mentioned briefly in the past
8 that the community college, in my opinion, was
9 overlooked in the past with regional council.
10 We focused a lot, I think, on the higher end,
11 high tech and that whole focus and the
12 continuum of workforce and education and
13 training was sort of, I won't say forgotten;
14 the balance was off. So the focus in the
15 upcoming months with the awards and grants will
16 be focused, that was why you were brought on,
17 to bring the community college to the forefront
18 and make sure that the community college is
19 looked in the next round of awards.

20 Dr. McKay, congratulations to you for
21 being chosen to sit on regional council.

22 (Applause).

23 Then I will say a little comment,
24 that we are going to Colorado. Both John
25 Lombardo and I have been invited to speak.



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2 It's actually United States Summit for Next
3 Generation of Manufacturing. We are the
4 keynote panel for this national conference, so
5 we better get our stuff together. I have to
6 say, John Lombardo and I have established quite
7 the road show that works very well, and I think
8 the partnership between industry and education
9 again is the hot topic right now.

10 So, for Suffolk to be recognized
11 again, at a national meeting, I can't say
12 enough and the fact that we are the keynote
13 panel discussion at breakfast, it's quite an
14 honor for them to invite two guests from Long
15 Island. We will continue the road show.

16 DR. MCKAY: The other part of it, and
17 Trustee Shybunko-Moore has been very modest.
18 John Lombardo, myself and also Chris Adams have
19 been invited to also keynote for Latin America
20 and the entire Caribbean on May 1st, in exactly
21 the same workforce area, so not just the
22 country, but Latin America down to the
23 Caribbean. So we are just not going statewide,
24 Suffolk has been asked to speak internationally
25 on what we are doing as well.



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2 THE CHAIRWOMAN: Anything else?

3 DR. MCKAY: No, Madam Chair. I would
4 just like to thank the Board of Trustees again
5 for your diligence and working with us on the
6 budget. I know for the strategic plan there is
7 a lot of hard work going into it. We work very
8 hard because we are proud of this institution
9 and I know you do the same as well, so I want
10 to thank you for your deliberation on, at
11 times, difficult items certainly our students
12 are the benefactors and the workforce as well.
13 So thank you as well.

14 MS. O'CONNOR: I want to be
15 recognized to make a comment. I hadn't planned
16 to do so but I was rather surprised to hear the
17 resolution to have an RFP for counsel to the
18 Board of Trustees. I guess I'm alarmed by it
19 because I think it sets up a tension kind of
20 dueling attorneys, if you will, in terms of the
21 way that these institutions have operated.

22 There has been college counsel since
23 1975 in various titles. My understanding is
24 college counsel does most of the research on
25 education law, usually handles issues such as



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2 building contracts. The only times that we
3 actually brought in outside counsel has been in
4 terms of collective bargaining on occasion,
5 bring in someone who specializes in labor
6 relations.

7 Maybe it was the way that I heard it
8 being described here, but it just seems as if
9 the current college counsel client is not the
10 board, which is what my understanding has also
11 been, but that the college counsel client is
12 the institution except the Board. I just, I
13 don't know of any other community college that
14 has that kind of setup. I know that there was
15 a consultant was mentioned who recommended it.
16 In my experience it's unusual. While there are
17 times when even in the past where in very
18 discreet areas where a specialty, or I guess
19 niche law had to be called in, that counsel was
20 brought in on an ad hoc basis as opposed to a
21 retainer basis.

22 I find it somewhat worrisome and I
23 would certainly hate to think that the board is
24 setting up a situation where it separates
25 itself from the overall operation of the



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2 institution.

3 THE CHAIRWOMAN: Let me clarify. It
4 is not the intention of the Board. The legal
5 counsel that we have at the college level will
6 continue happening. This is not an unusual
7 practice. As a matter of fact, Niagara Falls
8 Community College is also one of the colleges
9 that has outside legal counsel. It was
10 recommended by the American Community Colleges
11 Association, which is a national organization.
12 And we researched it and that was one of our
13 questions, is this a practice also exercised by
14 other community colleges and indeed, that is
15 what we found out.

16 In the best interests of the
17 institution, which were what we are here to
18 protect, it is best that only in certain times
19 that we look for that outside counsel to have a
20 better understanding of the issue. We see
21 merits in the recommendation. That is why we
22 proceeded with that. Does that mean this
23 we will have counsel here at every meeting on
24 every issue? No. Only on certain issue, such
25 as the one we mentioned, personnel, relations



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2 and stuff like that.

3 It's not the intention to create any
4 kind of friction. We definitely don't want our
5 faculty and employees to worry about it. We
6 are not looking to separate ourselves from the
7 institution in any way. So it's just to make
8 sure we protect the institution and we do our
9 fiduciary duty in doing that. Any comments?
10 All right.

11 TRUSTEE HAZLITT: Motion to adjourn.

12 TRUSTEE PONTIERI: Second.

13 THE CHAIRWOMAN: All in favor?
14 Opposed? Abstention? Motion carries.

15 (Time noted: 9:05 p.m.)
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CERTIFICATION

STATE OF NEW YORK)

)

ss:

COUNTY OF SUFFOLK)

I, JUDI GALLOP, a Notary Public in
and for the State of New York, do hereby
certify:

THAT this is a true and accurate
record of the meeting held by the Suffolk
County Community College Board of Trustees
on April 18, 2013, as reported by me and
transcribed by me.

IN WITNESS WHEREOF, I have hereunto
set my hand this 22nd day of April, 2013.

Judi Gallop

JUDI GALLOP



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