**SUFFOLK COUNTY COMMUNITY COLLEGE**

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

**CAPTREE COMMONS, ROOM 114, MICHAEL J. GRANT CAMPUS**

**BRENTWOOD, NEW YORK**

**October 17, 2013**

The meeting was held on Thursday, October 17, 2013 at 4:00 p.m. in Captree Commons room 114 of the Michael J. Grant Campus in Brentwood, New York.

PRESENT:

Dafny Irizarry Chairwoman

Walter Hazlitt Trustee/Vice Chair

Brian Lilly Trustee/Secretary

Paul Pontieri, Jr. Trustee

James Morgo Trustee

Theresa Sanders Trustee

Anne Shybunko-Moore Trustee

Felipe Espitia-Cetina Student Trustee

Shaun L. McKay President

Mary Lou Araneo V.P. Institutional Advancement

Carla Mazzarelli V.P. of Academic & Student Affairs

Frances Dearing Executive Director Institutional Effectiveness

Louis J. Petrizzo General Counsel

Gail Vizzini V.P. of Business and Financial Affairs

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The meeting of the Board of Trustees was convened at 4:07 p.m.

Chairwoman Irizarry requested a motion to adjourn the Board of Trustees meeting and call to order the Board of Directors meeting at 4:09 p.m. Trustee Shybunko-Moore so moved, Trustee Lilly seconded, motion was approved unanimously.

Chairwoman Irizarry requested a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:15 p.m. Trustee Morgo so moved, Trustee Lilly seconded and the motion was approved unanimously.

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Chairwoman Irizarry requested a motion to approve the minutes of the September 19, 2013 Board of Trustees meeting. Trustee Pontieri so moved, seconded by Trustee Espitia, motion was approved unanimously.

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Chairwoman Irizarry requested a motion to approve College Resolutions 2013.74 through 2013.79. Trustee Pontieri so moved, seconded by Trustee Lilly, College Resolutions 2013.74 through 2013.79 were approved unanimously.

Trustee Morgo stated he wanted to praise and compliment the person responsible for negotiating the project labor agreement for resolutions 2013.76 and 2013.77 because it's frequently difficult to come up with a project labor agreement that all sides agree to.

President McKay stated he also commended John DeMaio, Administrative Director of Educational Facilities and the entire team. He noted it was a very detailed process that required many conversations and phone calls and asked Jon DeMaio to give a brief update on the project. Mr. DeMaio stated that a project labor agreement was in place for the science building and had been a benefit. The agreement has helped the project stay on schedule. President McKay noted that after working with 35 trades the College now has a template of how it can move forward working with all the trades. Trustee Morgo stated President McKay and the whole team should be commended for the work accomplished with the project labor agreement.

**RESOLUTION NO. 2013.74 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 payment to the County of Suffolk in the amount of

$1,709,355.00 for the month of September 2013 (Attachment I) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2013.75 ACCEPTING MODIFICATION NO. 4 OF SUBCONTRACT FROM THE RESEARCH FOUNDATION FOR THE STATE UNIVERSITY OF NEW YORK FOR THE PROJECT ENTITLED, “SUNY WORKS – ADULT DEGREE COMPLETION”**

**WHEREAS**, Suffolk County Community College has received modification no. 4 of a subcontract from The Research Foundation for the State University of New York for a project entitled “SUNY Works – Adult Degree Completion” and

**WHEREAS**, modification no. 4 will extend the term of the subcontract from October 1, 2013 through September 30, 2014, and

**WHEREAS**, the project provides funding to support development and implementation of the SUNY Works Cooperative Education Initiative on all three of the College’s campus locations, and

**WHEREAS,** the maximum allowable cost remains the same total of up to $17,000.00, and

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

**RESOLVED**, that modification no. 4 of a subcontract award from The Research Foundation for The State University of New York, for the project entitled “SUNY Works – Adult Degree Completion”, for the period of October 1, 2013 through September 30, 2014, is hereby accepted, and the College President or his designee is authorized to execute an amendment in a form approved by the College General Counsel, with the administering agency.

Project Director: Dr. Dorothy J. Laffin

Note: Full-time personnel: none for amendment

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**RESOLUTION NO.2013.76 ACCEPTING THE PROJECT LABOR AGREEMENT FEASIBILITY STUDY FOR THE CONSTRUCTION OF THE HEALTH AND WELLNESS CENTER ON THE EASTERN CAMPUS (CP 2120)**

**WHEREAS**, the construction of the Health and Wellness Center on the Eastern Campus is being funded from CP 2120, and

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

**WHEREAS**, by a resolution duly adopted on February 21, 2013, this Board authorized (1) a contract with LiRo Program and Construction Management, P.C. (“LiRo”) to conduct a PLA feasibility study with respect to this project; (2) a contract with LiRo for the negotiation and execution of a PLA; and (3) a contract with LiRo for the implementation and maintenance of the PLA throughout construction, and

**WHEREAS**, based upon LiRo’s assessment of this project, the utilization of a PLA will ensure the use of a qualified and trained labor force for the project; mitigate potential jurisdictional disputes among the trades; promote the competitive bidding process to ensure the lowest cost for the best quality workmanship; and eliminate the potential for strikes during construction, and

**WHEREAS**, in addition, the PLA feasibility study has identified $684,000 of potential cost savings to be realized by the College through the utilization of a PLA over the life of this project, be it, therefore,

**RESOLVED**, that the Board of Trustees hereby accepts the findings of the PLA feasibility study undertaken for the construction of the Health and Wellness Center on the Eastern Campus (CP 2120).

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**RESOLUTION NO.2013.77 ACCEPTING THE PROJECT LABOR AGREEMENT FEASIBILITY STUDY FOR THE CONSTRUCTION OF THE LEARNING RESOURCE CENTER ON THE MICHAEL J. GRANT CAMPUS (CP 2159)**

**WHEREAS**, the construction of the Learning Resource Center on the Michael J. Grant Campus is being funded from CP 2159, and

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

**WHEREAS**, by a resolution duly adopted on February 21, 2013, this Board authorized (1) a contract with LiRo Program and Construction Management, P.C. (“LiRo”) to conduct a PLA feasibility study with respect to this project; (2) a contract with LiRo for the negotiation and execution of a PLA; and (3) a contract with LiRo for the implementation and maintenance of the PLA throughout construction, and

**WHEREAS**, based upon LiRo’s assessment of this project, the utilization of a PLA will ensure the use of a qualified and trained labor force for the project; mitigate potential jurisdictional disputes among the trades; promote the competitive bidding process to ensure the lowest cost for the best quality workmanship; and eliminate the potential for strikes during construction, and

**WHEREAS**, in addition, the PLA feasibility study has identified $969,000 of potential cost savings to be realized by the College through the utilization of a PLA over the life of this project, be it, therefore,

**RESOLVED**, that the Board of Trustees hereby accepts the findings of the PLA feasibility study undertaken for the construction of the Learning Resource Center on the Michael J. Grant Campus (CP 2159).

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**RESOLUTION NO. 2013.78 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 II must be authorized by Board resolution, and

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

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

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**RESOLUTION NO.2013.79 ABOLISHING AND CREATING EMPLOYEE TITLES**

**WHEREAS**, the President and the Assistant Vice President for Human Resources recommend abolishing certain employee titles and creating new titles, and

**WHEREAS,** these changes are necessary in order to align to the College’s organizational structure, be it therefore

**RESOLVED,** that the following employee titles be abolished and created, as indicated:

**Title to be Abolished Spec # B/U Category Effective Date**

Internal Control Officer 9181 Exempt Grade 38 Immediately

**Title to be Created Spec #** **B/U** **Category on *Exempt* Effective Date**

***Salary & Benefit Plan***

College Assistant Director 9181 Exempt K Immediately

of Development

and be it further

**RESOLVED**, that the titles herein shall be abolished and created, as indicated, effective immediately, and be it further

**RESOLVED**, that the newly created title and position description be submitted to the Chancellor of the State University of New York for approval in the professional service.

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Chairwoman Irizarry introduced Vice President of Business and Financial Affairs, Ms. Gail Vizzini to present the College Financial Report. VP Vizzini stated projections for the 2013-2014 fiscal year were similar to last year. The College expects to be in the black throughout the year and will continue its due diligence and monitoring. VP Vizzini stated there was no significant change in how the College will end the 2012-2013 year. She noted she and her staff were working on the budget gap analysis for the 2014-2015 year in preparation for discussions with President McKay regarding call letters that go out to all the departments giving them the parameters by which they will make their 2014-2015 requests. The department is also preparing for the outside auditors who prepare the College’s financial statements that will arrive in mid-November.

Trustee Pontieri inquired who the outside auditors were. VP Vizzini stated the auditing company was O’Connor David. President McKay stated he wanted to publicly commend Gail and her staff for working very closely with him in ensuring the College would end the year in the black.

Lastly, VP Vizzini stated the Physical Resources Committee would be meeting to discuss the College’s capital projects submission to the County and State.

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Chairwoman Irizarry moved onto the Committee reports, and called upon the Student Success Committee. Trustee Sanders stated there was no report.

Chairwoman Irizarry called for the Facilities Committee Report. Trustee Lilly stated they hadn’t met in a long time, however VP Vizzini had kept them up to date and all projects seem to be on schedule. He noted the Committee would try to meet and go around and inspect the ongoing projects within the next month or so. Chairwoman Irizarry stated that was a great idea and asked to be informed of the meeting so she could join them.

President McKay asked Chairwoman Irizarry if Mr. DeMaio could give a brief update on the LIU project. Mr. DeMaio stated the College had met with Vanguard on several occasions to fine tune the floor plan which is now finalized. They had been modifying the site plans to provide the best possible access to the building for LIU students and Suffolk County Community College students. He noted the lease document was entering its final stages and expected that to move forward shortly.

Chairwoman Irizarry called for the Personnel Committee report. Trustee Pontieri stated he had not completed the final the Presidential evaluation and needed to redo parts of the evaluation. He noted there were things that had gone on over the past two weeks that prevented him from completing this work.

Chairwoman Irizarry called for the Finance Budget committee report. Trustee Morgo stated there was no report and the committee would be scheduling a meeting before the next Board of Trustees meeting.

Chairwoman Irizarry called for the Advocacy Committee report. Trustee Hazlitt stated there was nothing to report. Chairwoman Irizarry reminded Trustee Hazlitt the committee had attended Ellen Schuler-Mauk’s retirement party and considered her a great advocate of the College’s students. Trustee Hazlitt concurred and stated that Ms. Schuler-Mauk would be sorely missed.

President McKay stated that at the last meeting Trustee Hazlitt requested a resolution recognizing the work of the late Presiding Officer William Lindsay, and it had been completed. He noted General Counsel Petrizzo would pass it around for all Trustees to sign and would be sending it to the Lindsay family in accordance with Trustee Hazlitt’s request. Trustee Hazlitt thanked President McKay.

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Chairwoman Irizarry moved onto her report. She stated last month she and Student Trustee Felipe Espitia attended the New York Community Colleges Trustee conference. They attended several workshops on different issues, such as presidential searches, Middle States, and sustainability. She stated it was a very informative retreat they were able to attain a great deal of information. Chairwoman Irizarry stated next month there was not going to be a Board of Trustees meeting rather they would have a retreat would be emailing them for their preference in terms of the date. She noted the focus of the retreat would be to review the bylaws.

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Chairwoman Irizarry called for the President’s Report. President McKay stated there would be four presentations that were germane to the operation of the institution. First Dr. Jeff Pederson would give an update on Middle States. The second would be from John DeMaio presenting a request from the County in regards to egress from Crooked Hill Road and College Road. Then Nick Palumbo would give an update on the solar project that the College has been approached about. Lastly, Tom Law would give an update on the Stay on Long Island scholarships.

Dr. Pederson stated he was very encouraged by the progress the college was making in meeting the requirements of Middle States. . The College was asked to give more information on Standard 2 and Standard 3. The College provided enough information that Middle States felt the College was compliant with Standards 2 and 3.

Dr. Pederson stated the College remained on warning for Standard 7 and Standard 14. Standard 14 has to do with assessment of student learning. Standard 7 deals with institutional assessment. When the Middle States team visited the College they were concerned with what the College was doing with academic assessment. They felt the College had great things in place, had done a great job putting together the infrastructure for the assessments but didn’t have the evidence of the assessments. Dr. Pederson stated Middle States was impressed with the Comprehensive Assessment Plan for Institutional Effectiveness (CAPIE) and praised the College for creating the scholarly document in a short period of time. Unfortunately the College had run out of time and did not have the evidence of the assessments to show the Middle States team.

For Standard 14 the visiting team asked to meet with academic leadership. They met with the faculty and felt that the College’s faculty understands what assessment is and is knowledgeable about the concepts. Dr. Pederson stated when the Middle States team came in they had some serious concerns about academic assessment, however after meeting with academic leadership they felt much better about where the College is in terms of academic assessment. The team commended the College on what is had done with general education assessment and asked for it be applied to other areas of the College.

Dr. Pederson stated assessments were being done by faculty however, it was not systematized process. It was not reported to central administration and so if something was assessed in the math department, it stayed with the math department, if it was assessed in the science department, and it stayed in the science department. The Middle States team felt assessment was happening at the College; however the College could not provide the evidence.

Dr. Pederson stated the College also had difficulty with Program Review. A program review happens every seven years where the College looks at a particular academic program to see how the program has been performing. He stated he and Dr. Dorothy Laffin have been charged with straightening the issues out. There are about eight program reviews that were supposed to be done last year that weren't done or were done poorly. Both he and Dr. Laffin are revisiting them in order to move them through the process. In addition, there are eight new reviews happening this year that he and Dr. Laffin will also be working on.

Dr. Pederson noted the good news was that even though the Middle States team did not take the College off warning, they said the College is close and has everything in place to accomplish being taken off of warning. The team expressed the urgency in getting the assessment in order. The College is taking positive initiatives to try to get that done for both Standard 7 and Standard 14. The College is front loading assessment, and asking all 69 academic programs to do some kind of assessment activity in the fall. Middle States told the College if we had 40 good assessments to show them the College would be in very good shape.

Dr. Pederson stated that Dr. Laffin is working on the assessment area in academics. She has asked all the programs to work on an academic assessment plan and an annual assessment plan of student learning over the next five years. There are 69 programs, 75 percent of them are doing assessments this fall already. Dr. Laffin is going to go back to the other 17 programs to ask them to front load their assessments for the spring.

Dr. Pederson noted there is some difficulty on the administrative and educational support (AES) side of the house, because they're not as familiar with assessment as the academic side. For example financial aid does not do a lot of assessment, plant operations has not done a lot of assessment. All 39 units of AES are meeting with the Office of Planning and Institutional Effectiveness to ensure they are engaged in assessment activities. The College is keeping track of all these initiatives to make sure all the deadlines are met.

Chairwoman Irizarry asked if this was the crash plan that was requested on behalf of the trustees after the visit from Middle States. President McKay answered absolutely. Dr. Pederson stated there would be another report due March 1st and another team visit in April. A small team was put together to work on the report; the report is going to be different than the last one because it does not need to include the narrative that was included in the first one; this report will focus on the evidence. Dr. Pederson added he was confident the College would be able to have the report ready for March 1st.

Chairwoman Irizarry asked for a document to show how the subcommittees for the Standards were being formed and their responsibilities. President McKay stated the trustees would get a weekly update. Dr. Pederson stated they were also working on the reporting mechanism. The College had purchased TracDat to use as the assessment software and was trying to build the infrastructure necessary. However, there wasn’t a way to report out assessments that were being done, so they are now creating an academic assessment web site. President McKay stated the visiting team had expressed the importance of getting TracDat to be pervasive throughout the College. President McKay stated he and Dr. Mazzarelli met and came up with the approach to have a faculty member trained on every campus with TracDat, while they continue to work on the creation of the web site. Chairwoman Irizarry asked when the College had acquired TracDat. Dr. Pederson answered the College had purchased TracDat three years ago. Chairwoman Irizarry asked how the College could have nothing in the software if it was purchased three years ago. Dr. Pederson stated there was plenty information in the software but it had all gone through one central office which created some lag time. He noted that also within that assessment software they needed to create an infrastructure. Chairwoman Irizarry asked if the College was able to share with Middle States any of the information that was in TracDat. Dr. Pederson responded the College was able to share a lot of the information from TracDat with the Middle Stated visiting team.

Chairwoman Irizarry stated the visiting team from Middle States had asked her if she had seen the evidence in TracDat because they had not been able to see the evidence. Dr. Pederson stated they had seen reports from it. He noted the issue seemed to be that everything had to go through one person, and anytime a report was needed it had to go through one person. When the College first purchased the software people were being trained on TracDat. Then the Office of Planning and Institutional Effectiveness was concerned about security issues and was also trying to build that infrastructure.

Chairwoman Irizarry asked who had access to view the evidence collected in TracDat. President McKay stated that at the same time the College was collecting the data in TracDat, the College was also building out Banner. He stated Suffolk County Community College was the only College in all of the state to build out all of Banner at once. Other colleges built phases of it. Chairwoman Irizarry asked who at the College was using TracDat. Dr. Pederson stated the Office of Planning and Institutional Effectiveness was using it with Dr. Caroline Burns being the contact person.

Trustee Sanders stated she picked up a different time line from the Middle States visiting team with their sense of urgency, noting they said they were meeting in November to formally review the report. Trustee Sanders stated as a result of their meeting in November a couple of things could change in terms of their formal response back to the College, and the College needs to be prepared to try to show some type of evidence. She stated they were not looking for a 40-unit response or 40-program response. They want the College to run the data from this semester if necessary. The visiting team wants to see sample reports that the process works. Trustee Sanders noted they said the College needed to run tests on the data and have real evidence even if it's on a smaller amount of units. She asked if that could be done. Dr. Pederson stated that was already taking place. Chairwoman Irizzary noted the time line given was a revised time line from the original proposal time line. Dr. Pederson concurred and stated the revised time line addressed the issues with the AES units. Trustee Sanders asked if there was sample report they could view. Dr. Pederson showed a sample report and stated they created this for the reporting out mechanism, the sample report was vetted with faculty, to ensure if it would be something that would be easier for them to use.

Trustee Morgo stated he was glad to hear Dr. Pederson was confident the College would be taken off warning in the spring; however he noted there was a lot more urgency from the exit team about the lack of evidence than what was being reported on. He asked if when Dr. Pederson spoke about assessment and data, was it synonymous with evidence. Dr. Pederson responded yes, an assessment of student learning could come in many different forms. Trustee Morgo asked if the College had done all of what they were asking for but didn’t’ give it to Middle States. Dr. Pederson stated the College needed to show the evidence in an organized systematized way that was sustainable. Trustee Morgo stated Chairwoman Irizarry sent out an e-mail after the visit from Middle States asking for a crash plan. What the College was now doing in response was to get the correct assessments which have already been done and put it in a form to make them sustainable.

Dr. McKay stated when the visiting team left, they also asked for the College to front load, which the College has done through the CAPIE. Every year the College authorizes reassigned time for faculty to do program reviews. In the past, they were done every seven years, however because of where the College is and because the College did not have the evidence to show them, the College needs to front load what it has planned to do next year right now.

Chairwoman Irizarry stated the visiting team from Middle States had assured her the College had the resources and the personnel in place in order to accomplish providing them with the evidence required to get off of warning. She thanked Dr. Pederson for the crash plan and stated it was a relief to see it would be accomplished before March.

Chairwoman Irizarry asked for a timeline that showed how many programs would be able to get assessed and in what time frame. Dr. Pederson stated that currently seventy-five percent of the 69 programs were being done. Chairwoman Irizarry asked to be sent the assessment reports in order to be better prepared for her meeting with the next visiting team from Middle States. Dr. McKay stated the reports would be provided as requested and noted that within a week’s time from the visit the College administration and faculty had been moving forward with a response and action plan.

President McKay stated that simultaneously the College had the decennial report due 2015. Dr. Pederson explained the decennial report was comprehensive of all 14 standards to which the College is being very proactive to avoid a similar situation. The process to prepare for the decennial report takes usually two-years there are 14 different committees for each of the14 different standards. Governance will have representation as a co-chair for each one of those committees as well as another person chosen by administration. The committees will consist of faculty members, staff members and students.

Chairwoman Irizarry stated she recognized the importance of the decennial report; however the main priority for the College at the present time was the response to Middle States warnings of Standard 7 and Standard 14. She asked for a weekly update on the progress.

Trustee Sanders requested any summary reports sent to the Trustees also include a summary data report. Chairwoman Irizarry asked how soon Middle States expected the College to publish the assessment to the public. Dr. Pederson stated Middle States was interested in the College having curriculum maps available, which the academic office is working on the mechanism for doing that. Chairwoman Irizarry stated the Board would also like to have the information available to the College’s students on the website. Dr. Pederson stated the College currently has program learning outcomes for everything on the web site and will be adding curricula maps and a few other things. The discussion came to a conclusion with no further questions.

President McKay called upon Mr. Jon DeMaio to discuss the proposed road expansion near and on the Grant Campus. This road work is required because of the Heartland Smart Growth Community with 9000 proposed housing units, 3,000,000 square feet of office space, a hotel convention center, civic space and an aquarium. He stated that the project will be driven by the County’s capital program and coordinated by the Suffolk County DPW, and that they are requesting some land at the campus intersections. Mr. DeMaio said that the DPW had contacted the College early on to help with formulating a plan for increased capacity and safety and that the county has received input from us in drafting their plan, which his department would review that evening.

Mr. DeMaio reviewed the aerial photo of the area with the committee and asked them to focus on the portion of property which will be impacted by the project, specifically the intersection of Community College Drive and Crooked Hill Road, the entrance to the campus off Crooked Hill Road. He noted the existing traffic pattern of two lanes each way east and west on Community College Drive and on Crooked Hill Road, with one dedicated turning lane in each direction north and south on Crooked Hill Road, so only one lane to enter the campus from this intersection. Mr. DeMaio then pointed out an area that buffers our academic buildings from the intersection, a landscaped area with mature oaks and a storm water swale to collect runoff from Community College Drive, and a single sidewalk that ends here. He noted that there are no campus activities here, nor plans in our budgets or master plan to develop it.

Mr. DeMaio continued by stating that the State also supports this development project and is proposing a new ramp for the LIE directly to Crooked Hill Road. He pointed out that this would greatly simplify getting to the campus from the west and that the County expects this would decrease traffic at the Wicks Road entrance to the campus and increase traffic at the Crooked Hill entrance. He stated that he had asked the County to factor that in to their proposed designs, which they have.

The presentation continued with Mr. DeMaio explaining the proposed roadway reconfiguration and expansion at the Wicks Road entrance and similar changes at the Crooked Hill entrance, and the impact on the campus buffer property mentioned above, about 300’ long and 40’ wide. He noted that with the proposed plan, there would still be a substantial buffer of about 50’ from the Nesconset Building to the road. He continued that, taking into account the aesthetics and safety at the campus, DPW is proposing the sidewalk be extended significantly, making it safer for pedestrians to navigate the corner. Mr. DeMaio expressed regret that the mature oaks would have to be taken down, but that a landscaping plan would create a visual barrier here between the academic buildings and the roadway, as well as a 6’ high chain link fence to provide security and additional safety from traffic.

Mr. DeMaio explained that the impact to the campus property near the Crooked Hill Road entrance would be much less, involving from only 4’ to 20’ of property which is not in current use and runs along the current right of way of the road. However, he said, there are proposed roadway changes here that will allow two lanes of traffic and a widening of the entrance, and in order to maintain aesthetics, the brick entry walls on both sides will be retained and a row of mature hedges will be extended to create a visual barrier. Mr. DeMaio reiterated that if the Heartland Smart Growth project goes forward, traffic volume would definitely increase, and these roadway improvements will help protect visitors to the campus. He stressed that this meeting was for informational purposes only, and that any land dedications to the County would have to be approved by the Board. He said that besides the college, other landowners are involved, and that he believes DPW has looked into it and construction would not start until 2015.

Mr. DeMaio then introduced DPW chief engineer of highways Bill Hillman and assistant chief engineer of highways Jim Peterman whom he said worked in a very collaborative manner with the college in the past and were here to assist with questions. He reminded the members of the meeting that the DPW collaboration on the entrance projects and traffic circle at the Ammerman campus required a land dedication and made the campus a safer place. Dr. McKay prompted Trustee Morgo to ask his question. Trustee Morgo first agreed with Mr. DeMaio on his assessment of the DPW engineers, then asked Bill Hillman if the money for the roadway improvements coming from the 2011 Regional Economic Development Council grant to the County? Mr. Hillman replied that a portion of it was, that the developer applied for the funds and was granted $2.5 million. Trustee Morgo pointed out that it was granted to the County, not the department, and Mr. Hillman replied that that was correct, that subsequent to the improvements it was transferred to the developer. Trustee Morgo acknowledged that. Mr. Hillman continued that the funds are being used on this project, that $500,000 is being used for design of the road, and it will far exceed the $2 million remaining but the funds are in the capital program to make it a reality.

Trustee Morgo recalled there was some controversy with the grant back in 2011 because the building trades opposed it, and that is why it was given to the County. He pointed out that one of the big projects that had been stalled for lack of PLA was the Heartland project. He asked if there has been any progress with the trades. Mr. Hillman answered that he did not have information on that topic, but that he did know that as far as progress with the town, “the developer was extremely reluctant to phase the project”. Trustee Morgo acknowledged, and Mr. Hillman continued that, from what he’s been told, the developer is now agreeable to phasing it. Trustee Morgo asked if that is what Islip asked for and Mr. Hillman replied that yes, clarifying that the first phase is in the order of 3000 residential units, a million square feet of commercial and that he thinks everybody “on the surface” is in agreement. He continued that the town is unclear on how they would be able to phase it. He said it was beyond his capability.

Trustee Morgo stated that he wanted it to be clear he was in favor of the project and that when he raised questions the developer yelled at him. He stated that the key question for the college is if Heartland does not proceed would the road work still be done? Mr. Hillman replied that expansion at the intersection (which would require the land dedication) would probably not be necessary but that other aspects of the plan were good ideas. He said he understands that DOT is fast-tracking an interim project to assist Heartland, and they will make those decisions in about 18 months to see what the interim project will be.

Trustee Morgo then asked Mr. DeMaio if the question was when they would have to decide on the dedication of the parcel to the County, what the timeline was. Mr. DeMaio answered that they wanted to get the information out early, and if Heartland moved forward, this would be the plan, but if not road capacity now is fine. He said the other improvements would be beneficial, but the LIE ramp project would change traffic patterns and that expansion of that part could still be beneficial to the college. Trustee Morgo asked if then the dedication is necessary. Mr. DeMaio answered yes, and that he thought DPW would want a dedication in the works by the end of this year, and if the Board needed more information on where Heartland is and how we were dovetailing with them we could try to find out.

Mr. DeMaio, Mr. Hillman and Trustee Morgo continued the discussion and it was made clear that the LIE ramp project was almost certain to happen regardless of the Heartland project, that if it were just the ramp project the expansion of the entrance and the land dedication would not be necessary, and that the County Executive’s office directed the department to make the ramp project happen to help facilitate the Heartland project. Mr. Hillman stated that they’d like to do the entire project at once, and not have to come back to finish it. Trustee Morgo thanked Mr. Hillman.

Chairwoman Irizzary continued the discussion, asking if we’d studied how the Heartland project would impact the college in terms of enrollment and operations. Dr. McKay answered that they had invited the developer on campus some years ago to address impact issues, and that there were some preliminary discussions on how our facilities would impact the new community, and vice versa and how might workforce programs and businesses influence one another, etc. He also mentioned the housing facilities and younger population they would cater to in terms of enrollment. He stated that this traffic mitigation phase has shifted discussions to the state and county for now. Chairwoman Irizzary agreed that the road projects seemed beneficial and not hurtful to the college but would like an assessment done on the impacts of the bigger project on the college community and the college’s role in it. Dr. McKay pointed out that we are in on the early stages and helping to drive the discussions and decisions, and those discussions are continuing with the developer including a meeting on November 4th.

Chairwoman Irizarry asked Mr. DeMaio for his opinion on whether the entire Heartland project was too big for the location. Mr. DeMaio replied that he did not want to touch that one. Dr. McKay stated that it was a decision for the state and the towns. Chairwoman stated that she thought it was a community decision. Trustee Lilly asked about the scheduling and its impact on college activities. Mr. Hillman answered that there had been discussions and the scheduling would be sensitive to needs of the college. Trustee Lilly mentioned the Southern State project and Dr. McKay reminded the group that the state and county had been discussing traffic mitigation issues already and held sessions with the community.

Trustee Lilly questioned the location of the exit off of the expressway as to whether or not it would affect traffic to the school. Mr. Hillman stated that the exit would line up with the northerly proposed entrance which is north of the bridge to go onto Sagtikos Parkway – well away from the campus. Jon DeMaio stated that he did not see a negative impact from an engineering perspective to the campus and that anything that would potentially improve the safety on and off the campus would be appropriate use of that land.

President McKay pointed out that there is going to be more traffic regardless of Heartland with the Renewable Energy Stem Center opening. The campus has between 80-90 acres of property that will at some time be developed. The college has a 10 year facilities plan which will also require looking into traffic mitigation. The State and County will be involved in the plans to advance this forward and there will be long-term effects some that may not be identifiable today. There are also benefits to us in regard to future economic development. Discussion came to a conclusion after no further questions.

Dr. McKay called upon Nick Palumbo who spoke about the recently announced LIPA Clean Solar Initiative. He explained that the program is a no-cost opportunity for us to site solar projects on our campuses. LIPA is looking to add a hundred megawatts of renewable energy generation capacity on their grid in the region, and the way they're doing this is by holding a clearing price auction which was just announced on October 7th. The application window runs through January 31, 2014. Essentially they are encouraging private developers in the solar industry to site their equipment and connect into the LIPA grid for a 20-year term with compensation from LIPA. Mr. Palumbo feels that there is the potential for SCCC to generate lease revenue for a location of that equipment on our campuses. In addition to the potential revenue stream that this represents, it would also provide instructional equipment for new programs in renewable energy technologies. The College is talking about a new renewable energy center on campus, and this dovetails nicely with that effort. It would also be an opportunity for us to demonstrate our institutional commitment to reduce our carbon foot print.

Mr. Palumbo explained that we would partner with a solar developer and suggested that the College could pursue this through an open RFP process. The advantage of on open RFP would be control of the scale of the project, the locations the equipment would be sited on and the aesthetics related to those installations. There was some contact with this idea a few years ago. The County entered into an agreement with a company called Enexco. (phonetic). That was another implementation of this type of project. At that time, the County didn't include the college in its discussion. There was an issue at the Ronkonkoma train station. Some of the planned worked there wasn't able to be executed and there was a brief discussion with the college about relocating that equipment onto our campus. We weren't involved in the planning of that effort, and in the end, based on some reservations expressed by the campus community, we didn't move forward with that. This is a different arrangement, in that, we would be developing the RFP ourselves and we would be controlling those issues such as the scale, location, etc. Mr. Palumbo suggested that we look to do potentially multiple awards. Open it up for new developers to come in, do site visits on our three campuses and let them suggest projects. The project size is limited to two megawatts, between 150 KW and two megawatts for each individual project. There could be multiple awards across the three campuses if the College were inclined to do so depending on the perceived benefits of those projects. There is not a lot of time to act on this since the application window closes on January 31, 2014. If we're going to move forward with this, we should have the RFP developed and put out by Thanksgiving because the developers would need time to do their own technical analysis and prepare the applications. The way it's structured, the developers would do a technical analysis and prepare the applications to be submitted to LIPA. They have the responsibility for the installation and ongoing maintenance of this equipment over the 20-year life of the project. Also we would be indemnified in the contract against damage to our roof, our buildings, etc.

Mr. Palumbo explained about one proposal that the College has already received without putting out an RFP, from a company called Nautilus Solar. This company has done a lot of large institutional scale projects in New Jersey, and they're interested in the Health Sports and Education Center on the Grant campus which has 106,000 square foot roof. In their estimation, that represents a $50,000 annual rental fee for us to place their equipment on this building. Trustee Pontieri inquired if the college would we get access to the electricity. Mr. Palumbo stated that the way this is structured, the generation capacity of the equipment would be fed directly into the LIPA grid, where it is needed. Therefore, we would not get direct benefit from the electric. We would have the revenue from those electrons which are being generated and would serve the campus, but it goes through the LIPA meters on both sides. The college under President McKay is pursuing new curriculum development in the area of a renewable energy including nano, wind, solar and geo. We want to be in front of that with business and industry.

What we want to do is, if approved by the Board, once we see what the proposal is on the RFP is to say educationally how will that benefit us? On the auxiliary side, can all students have access to this as part of their training? Mr. Palumbo suggested that the evaluation process for the proposals that go out would include that we would look at the educational opportunities that the developer would provide for our students and the curriculum. Dr. McKay pointed out that by charter, anything we do, the land that we have must be towards the educational side of the house. An RFP takes a couple of weeks to get developed and then you've got to put it out for at least six weeks. Mr. Palumbo pointed out that there is no obligation on part of the college if we were to put out the RFP. Trustee Espitia questioned the cost of creating new programs and if the rates for students will be affected and whether or not this company is willing to give us support for the students. Dr. McKay stated that Rick Guarino and his team were already looking at renewable energy and he's already started discussing that with some potential donors. This will be in addition to the 2015 campaign. Mr. Palumbo thought this program is evidence of the emergence of this industry in the region, and the real advantage for us will be pursuing curriculum programs in this area. A hundred megawatts is a lot of solar and these developers are moving quickly on this. As the President mentioned, they'll need support for that in terms of trained workforce. Dr. McKay indicated that no one in the region is doing anything close to what is being proposed here in the entire state. We will be in the forefront. Trustee Espitia requested to go back to the presentation. He pointed out there is 106,000 square feet and asked if there is going to be 50,000 per year. Mr. Palumbo reiterated that this is a preliminary proposal. He would expect that, when the RFP goes out, that there will be more competitive looking. Trustee Lilly questioned if there has been any thought of doing this in-house so that the college can use it as an educational grant to buy the equipment. The College would then own it.

Mr. Palumbo agreed and pointed out that it is being done in the form of the renewable energy center. We're capitalizing that investment and this is a way to get started in this very quickly with no cost and no risk on our end. Trustee Shybunko-Moore asked for clarification on the square footage and whether or not the 106,000 is the whole entire square footage of the roof or the usable space that's on the roof since there is HVAC and other things up there. Mr. Palumbo anticipates there will be an actual use of about 50 percent based on a previous offer received from Nautilus Solar. However those numbers may change through a competitive process. Trustee Espitia raised the question of solar panels and fire code. Mr. Palumbo is aware and has recently attended a seminar related to this subject. He also stated that the risk of solar technologies related to fire has been addressed through the electrical code. Mr. Palumbo pointed out that the larger concern will be the effect on our buildings and maintenance of our roofs. Aesthetics is a big concern which we would need to work through as part of the RFP effort. The systems typically would be balanced and non-penetrating so they're not going to impact the lifespan of our roofs, but in the event that they were impacted, it would be covered under the warranted terms of contract. With no further questions the discussion came to a close.

Dr. McKay called upon Tom Law, to give an update on the Stay on Long Island scholarships. Mr. Law stated that in September of 2010, during Dr. Shaun McKay's inaugural ceremony, he stated that one of the issues that needed to be addressed by members of Long Island's higher education community was the brain drain. Dr. McKay believed the College needed to seek ways to ensure that the best and brightest students were able to stay on Long Island because once students leave the region; it is unlikely they will return. At that time, Dr. McKay announced his intention to work with presidents from Long Island's outstanding four-year institutions on an initiative called Stay on Long Island. This initiative, known as SoLII, provides full and partial tuition scholarships to current Suffolk Community College students who will be graduating and transferring to partnering Long Island colleges. It also provides opportunities to learn about these colleges via scholar to scholar events which allow Suffolk students to meet students in partnering institutions to talk about their experiences. The applicants must have a 3.75 GPA by the end of their third semester and graduate at the end of the semester in which they apply.

Mr. Law added that in addition to superior academic achievement, selection is based on contributions to the College and communities on Long Island. He stated the Stay on Long Island totals as of the 2013 spring semester was 24 SoLII scholarships awarded totaling $555,810. Stony Brook University was added to the SoLII lineup and they provided three full scholarships, one to a student from each campus. Since the start of the program in spring of 2011 to the present fall 2013 semester, there have been a total of 74 scholarships awarded totaling $2,236,528, and LIU Post and St. Joseph's together make up nearly half of that total. The SoLII program continues to grow as the College has now added Farmingdale State College as the thirteenth partnering institution, and they will provide one scholarship college-wide to start. The rest of the partnering institutions include Adelphi University, Briarcliff College, Dowling College, Five Towns College, Hofstra University, LIU Brentwood, LIU Post, LIU Riverhead, New York Institute of Technology, St. John's University and St. Joseph's College. Mr. Law stated strategies are in place to add Molloy College and SUNY Old Westbury to the lineup, using various methods of outreach to promote the scholarship program. Mr. Law handed out a listing of the number of scholarships to date by institution and dollar amount awarded to the trustees, and also included flyers and postcards used for promoting the scholarship.

Dr. McKay stated Mr. Law had done a phenomenal job in moving forward the initiative and now the institutions were contacting his office wanting to participate. Chairwoman Irizarry stated that being a scholarship recipient herself, she knew the transformation of power from a scholarship. She stated it was a great service the College was providing its students and wished see more of them receive this type of scholarship. She asked what the College’s next step was in terms of the students who receive these scholarships and if the College benefited back from them receiving the scholarships.

Dr. McKay stated the scholarships are given by the institutions and so the institutions will have their guidelines in regards to their expectations of those students. However, the College would remain in contact with those students to have them come back and tell their story of where they got their start.

Chairwoman Irizarry stated it would be nice to see a reunion of the SoLII scholarship recipients. Mr. Rick Guarino, Executive Director of the Foundation stated the foundation had started a database of all the College’s scholarship recipients in order to continue outreach with the students when they graduate.

Student Trustee Espitia asked if it was possible to see next time how many applicants there were in total and to list what each institution was giving in order to reach out for more partnerships. President McKay stated that was currently being done, which is how Farmingdale was now considering three and Stony Brook is now giving three. Chairwoman Irizarry stated it would be nice to have an outline showing how many scholarships are being offered by each institution, and the scholarships listed in terms of dollar amount by institution.

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Chairwoman Irizarry moved onto the Roundtable session. Trustee Shybunko-Moore announced HIA is having their 35th anniversary dinner gala on Thursday, November 14th at 6:00 p.m. and President Shaun McKay is one of the honoree along with her father. She stated the HIA was honoring five leaders in the region, and congratulated President McKay. Chairwoman Irizarry congratulated both Dr. McKay and Trustee Shybunko-Moore’s father.

Trustee Morgo stated he shared with President McKay, the Chairwoman and General Counsel Petrizzo a description of Startup New York. He stated the Governor was going to have a presentation next week on the 22nd and was happy to hear from Dr. Adams that there would be representation from the College.

Student Trustee Espitia stated he had attended a conference in Saratoga Springs, in which one of the keynote speakers was Bill Gates. He wanted to share some of the highlights from Mr. Gates speech. He stated Mr. Gates first point was technology in education, he suggested community colleges to start looking at their online course. His second point was about developmental classes. The College should not give up on these students but rather help those students in developmental courses. Statistics show that around ten percent of the students who start developmental repeat it and repeat and eventually decide to drop out of college. The third point was about mathematics. He stated Mr. Gates had stated technicians would need basic math skills to code web sites. Student Trustee Espitia stated the president of Boeing had also been a key note speaker and was amazed that both of them spoke about partnerships and their relationships with the community college and the County. He suggested the College to look for these types of partnerships that could bring scholarships.

Trustee Pontieri stated he appreciated the time line in response to the Middle States visit, and the work put into it. He stated the Middle States presentation gave the sense of moving forward. Trustee Pontieri stated he noticed the diversity banners were up when he was walking into the meeting. He stated they were wonderful and should be viewed by all. He stated Dr. McKay would be speaking at one of the local junior high schools, bringing the banner the first week in November.

Dr. McKay stated he looked forward to visiting the students of the middle school South Ocean Middle School, noting it was a moment when you can reach people at the ground level and transform lives and thanked Trustee Pontieri for the opportunity.

Trustee Morgo stated the Holocaust Center had their embracing differences presentation, with a young woman from Rwanda noting they were harrowing stories, but stories of survival.

Trustee Espitia stated that next Thursday, October 24th, there was going to be an event to celebrate the Latina Heritage Month. The ALAS club had invited a Spanish author to talk about the Spanish in the past, Spanish in the present and Spanish in the future. He invited all to attend.

Trustee Lilly stated that on September 28th he and Trustee Hazlitt went to Washington for the honor flight. It is for World War II Veterans who have not seen the World War II memorial. There were three flights they were a part of, one out of Rhode Island, one out of Massachusetts and one out of MacArthur. There were approximately 600 people in the group, and was an amazing day. He stated there was a welcoming committee at every airport they went through. The guest speaker at the memorial was Colin Powell. Trustee Hazlitt stated he couldn't ask for anything better than that, and he has had lunch in the White House sitting next to the Secretary of State and the Governor of Illinois, the Christmas party at the White House, however, nothing compares to the feeling he felt that day. Chairwoman Irizarry stated it was well deserved and thanked him for sharing that memorable moment.

Chairwoman Irizarry stated as a follow-up to the last meeting when she had shared the Latina Teachers Association was exploring a partnership with the College, based on her request to the legal services office and some misunderstanding, the conference would be canceled and she would see in the future what would happen.

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Chairwoman Irizarry requested a motion to adjourn the Board of Trustees meeting and enter into Executive Session to discuss a personal matter relating to an employment history of a particular person and to discuss a settlement offer in a particular litigation matter at 6:16 p.m. Trustee Morgo so moved, Trustee Sanders seconded, motion was approved unanimously.

Chairwoman Irizarry called for a motion to adjourn Executive Session and reconvene the Board of Trustees meeting at 6:22 p.m. Trustee Morgo so moved, Trustee Hazlitt seconded, and motion was approved unanimously.

With no further comments Chairwoman Irizarry called for a motion to adjourn the Board of Trustees meeting Trustee Pontieri so moved, seconded by Trustee Morgo, the motion was approved unanimously.

The meeting of the Board of Trustees was adjourned at 6:24 p.m. The Board of Trustees next meeting is December 5, 2013 at 4:00 p.m. in Captree Commons, room 114, on the Michael J. Grant Campus, in Brentwood, New York

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Respectfully submitted,

Bryan Lilly

Secretary