

**SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING  
MONTAUKETT LEARNING RESOURCE CENTER, EASTERN CAMPUS  
RIVERHEAD, NEW YORK**  
March 19, 2015

The meeting was held on Thursday, March 19, 2015 at 4:00 p.m. in the Lecture Hall of the Montaukett Learning Resource Center on the Eastern Campus, Riverhead, New York.

**PRESENT:**

Dafny Irizarry	Chairwoman
Bryan Lilly	Secretary
Gordon D. Canary	Trustee
Bergre Escorbores	Trustee
James Morgo	Trustee
Anne Shybunko-Moore	Trustee
Paul Pontieri	Trustee
Denise Lindsay Sullivan	Trustee
Gardy E. Amilcar	Student Trustee
Dr. Shaun L. McKay	President
Louis Petrizzo, Esq.	General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Gail Vizzini	V.P. of Business and Financial Affairs
Christopher Adams	V.P. of Student Affairs
Mary Lou Araneo	V.P. of Institutional Advancement

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The meeting of the Board of Trustees was convened at 4:12 p.m.

Chairwoman Irizarry welcomed everyone; the Pledge of Allegiance was led by Trustee Canary. Dr. Bergre Escorbores was sworn in as a Board member by Assemblyman Ramos. Trustee Escorbores thanked everyone, and stated it was an honor to join the College. He looks forward to working with his fellow Trustees, as well as Dr. McKay and his administration. Trustee Escorbores thanked Assemblyman Ramos for putting his name forward to the Board. Assemblyman Ramos stated the community was especially proud of Trustee Escorbores, having someone from within the community to be part of the College.

Legislator William Spencer stated it was an honor to be present for the special occasion and congratulated Trustee Escorbores. He added the Board had a reputation of doing the right thing for the young people in Suffolk County and having an educational vision that is touted around the nation.

Legislator Monica Martinez stated she was also honored to be present and looked forward to working not only with the new trustee, but with the entire Board and legislature. She stated coming from the educational world it was important to have someone on the board committed to providing the best education in New York. She would like to continue to see the Board become more diverse than it has been in the past. She believes by having different people from different walks of life will definitely make the College better and make the education of its students even stronger.

Dr. McKay thanked Assemblyman Ramos, Legislator Spencer and Legislator Martinez. He said he looked forward to their support and together they could make the difference and transcend and transform lives. He added he hoped he had their vote and they would continue to support the College going forward. Assemblyman Ramos stated the College certainly had his vote. He is well aware of the issues and the support that this College needs. His position is that the FTE should be much higher than what it currently is.

Chairwoman Irizarry stated that, on behalf of the Board, she welcomed Trustee Escorbores and added that his expertise, knowledge and unwavering commitment to education would serve the College well.

Chairwoman Irizarry thanked Assemblyman Ramos for his commitment to the College and his help in making this institution the most affordable in Suffolk County. Chairwoman Irizarry stated Legislator Spencer wanted to share a few words regarding a tobacco-free policy resolution they would be considering. She added Legislator Spencer had contributed tremendously to the policy and to making it a reality at the College.

Legislator Spencer stated he was appreciative that the Board and College were bold enough to have an open mind to consider such an issue. Legislator Spencer said he was a pediatric ENT surgeon at Huntington Hospital and also a Suffolk County legislator. In the legislature, he serves as Chair of the Health Committee. Through his extensive experience as an ear, nose and throat physician he was familiar with the health risks of smoking. He also shared he lost his mother to smoking at the very young age of 57. Legislator Spencer stated that recently, Suffolk County was one of the first in the nation to raise the smoking age from nineteen to twenty-one, which led to an intense debate. Some of the concerns were relating to people having the right to do a legal activity, impinging on the rights of adults to make their own personal choices. Legislator Spencer believes the issue goes further than that. The issue became the age isn't an arbitrary age, twenty-one. There are a lot of things that people make decisions on within society based on arbitrary standards. Sixteen to drive, eighteen to serve in the military, twenty-one to drink, twenty-five to rent a car without insurance. He said many times these are political decisions, but as a scientist and physician, there are standards that can base the decisions on physiology. He noted the surgeon general has been issuing warnings about smoking for the past fifty years. As a doctor, he stated the devastation of smoking is a lot more extensive than ever imagined.

Legislator Spencer cited some statistics about smoking. If you haven't smoked by the time you're eighteen years old, you're three times less likely to smoke in your lifetime. If you haven't smoked by the age of twenty-one, you're ten times less likely to smoke. Those who start smoking before the age of twenty-one will have a much more difficult time quitting, and one in five people who

start smoking before the age of twenty-one will die from smoke-related illnesses. He added most of the young people -- fifteen, sixteen, seventeen, eighteen -- get ninety percent of their smoking materials from those who are ages nineteen to twenty-one years old. He referred to a survey the College conducted that indicated up to seventy-percent said they would like to have a smoke-free campus. He was happy Suffolk County passed the legislation and that the College was now considering the policy. He stated it was the right thing to do, it would save lives, and save healthcare dollars.

Legislator Martinez stated that as a lawmaking body, they pass legislation to support and help the children of the community. She shared some statistics: according to Healthnewyork.gov, twenty-three thousand adults die from smoke-related illnesses. About three thousand non-smokers die a year, due to secondhand smoking. Approximately two hundred eighty thousand individuals under the age of eighteen will die early. About 10.4 billion dollars is spent annually on healthcare-related costs because of tobacco-related illnesses. Legislator Martinez stated it was important to create an environment that was safe for students, an environment where someone trying to quit would not see someone else smoking, which may prevent them from stopping. She stated she fully supported the policy and looked forward to a tobacco-free campus, college-wide.

Chairwoman Irizarry thanked Legislators Spencer and Martinez for their remarks and continued support. She announced that Trustee/Vice Chair Sanders was not able to join the meeting due to a medical appointment. She then greeted and welcomed the following students from Hofstra University: Dom Lavin, Grace Anne Cecora, Nick Savva, Malcolm McDaniel, Yongue Xie and Josh Field. They were students of VP Christopher Adams' class on Higher Education Policy studies.

Chairwoman Irizarry requested a motion to adjourn the Board of Trustees meeting and call to order the meeting of the Board of Directors at 4:30 p.m. Trustee Pontieri so moved, Trustee Canary seconded, motion was approved unanimously.

Chairwoman Irizarry called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:31 p.m. Trustee Pontieri so moved, Trustee Shybunko-Moore seconded, and the motion was approved unanimously.

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Chairwoman Irizarry requested a motion to approve the minutes of the February 19, 2015 Board of Trustees meeting. Trustee Lindsay-Sullivan so moved, Trustee Lilly seconded, and Trustee Pontieri abstained. The motion was approved.

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Chairwoman Irizarry introduced Vice President of Business and Financial Affairs, Gail Vizzini, to present the College Financial Report. VP Vizzini stated the revenue and expenditure projections for the 2014-2015 operating budget continued to track in the black. The College administration is in the final stages of preparing the 2015-2016 operating budget. The College

continues to advocate for an increase in the rate per FTE. VP Vizzini stated they would be meeting with the representatives of the County Executive's office in the next month and will be reaching out to the subcommittees for the next cycle to brief them in terms of the operating budget. The new budget will be presented for consideration on April 9<sup>th</sup>.

VP Vizzini stated one of the resolutions on the agenda for consideration was accepting the College financial statements for the year ending August 31, 2014. Present at the meeting was Tim Doyle from the Bonadio Group, the outside auditors, available to answer any questions regarding the financial statements. She stated there were no major findings in their review, and the report showed everything to have appropriate and acceptable internal controls. VP Vizzini asked Mr. Doyle to comment on the report. Mr. Doyle introduced himself and said they were the new auditors for this year. He thanked the College's management staff for all their assistance during the audit. He stated the College had an unmodified report on its financial statements. This is the highest level of assurance that an auditor can provide. The College showed no material weaknesses or significant deficiencies in its internal controls on financial reporting. The College also received an unmodified report in regards to the federal compliance law. VP Vizzini stated she wanted to publicly thank and recognize Associate Deans of Finance John Bullard and Sara Gorton. She stated Sara was key to the preparation of the materials that Mr. Doyle required to do his work.

VP Vizzini stated there were only two minor findings in the management letter she wanted to address. The auditors picked up an incident whereby a student was awarded one dollar from a federal grant source. This particular grant source cannot award under one hundred dollars. The College will no longer award from that grant source under one hundred dollars. The second was an eligibility issue for a student being awarded a Pell grant in the amount of three hundred thirty-seven dollars. After further review, the Director of Financial Affairs was confident the student was, in fact, eligible, and the College is in discussion with the auditors in regards to the issue.

Dr. McKay stated that he wanted to recognize the work of the Financial Affairs Department, as well as the Student Affairs department. He noted with the College being the largest community college in the state, receiving an unqualified report showed the College was performing at very high standards. Dr. McKay thanked his entire staff, applauded them and said this could not be done without their work.

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Chairwoman Irizarry requested a motion for the approval of College Resolution 2015.03 and College Resolutions 2015.22 to 2015.27. Trustee Morgo so moved, Trustee Shybunko-Moore seconded. The motion was approved unanimously.

Trustee Morgo asked if Ms. Alicia O'Connor would clarify College Resolution 2015.22. He stated that during the Governance Committee meeting they discussed the procedure for when a Board member is unable to contact the Chairwoman and advise her that he or she was not able to come to a meeting. Ms. O'Connor stated the language in the bylaw amendment largely replicates the law for appointees of the governor and also the county code provision regarding legislative appointees. General Counsel Petrizzo and she prepared procedures so it would be

clear what the members of the Board of Trustees would need to do to advise the Chairwoman that he or she would be absent. If a member is coming to a meeting and something happens and they're not able to notify the Chairwoman, the language she and General Counsel Petrizzo prepared would permit that person at the next meeting to explain the reason for the absence and for not having contacted the Chairwoman prior to the absence, and at that time it would be discussed and the reason for the absence put on the record. She added that, in the procedures that were prepared, in all cases Trustees would be called upon to contact the Chairwoman and indicate the reason for his or her absence, and the Chairwoman at the Board meeting would state the reason for the person's absence, such as she did earlier with Trustee Sanders. It would only be upon consecutive absences of a trustee that the Board would be called upon to excuse those consecutive absences. Trustee Morgo asked if this would be the only time they needed to pass a resolution. Ms. O'Connor confirmed, yes. Trustee Pontieri asked if it was okay to go through the President's office. Chairwoman Irizarry stated it would be safe to do both. She added the language of the resolution says to contact the Chairperson, but she believed it would be safe to contact the President's office, the Legal office and herself to ensure that the message was received.

Dr. McKay suggested they copy his Executive Assistant, Mrs. Carol Wickliffe-Campbell. Trustee Morgo asked if a telephone call would be adequate as well. Ms. O'Connor stated the Governance Committee did discuss that, as long as there was some notification to the Chairwoman. Dr. McKay stated that would be documented. Chairwoman Irizarry stated that in regards to the same resolution, Number 3 on the attachment, is being referred back to the Governance Committee for clarity and to the legal office for research where it says, "Members who are not in attendance for any part of the meeting shall be considered absent unless such member is engaged at such time in the conduct of college business." General Counsel Petrizzo stated the Legal Office had begun its research.

#### **RESOLUTION NO. 2015.03 - ADOPTING A TOBACCO-FREE POLICY**

**WHEREAS**, tobacco-use on college campuses is a serious public health issue in New York State and throughout the United States, and

**WHEREAS**, in June 2012, the State University of New York (SUNY) Board of Trustees adopted a resolution to support a "Tobacco-Free SUNY" policy and the enactment of New York legislation that bans the use of tobacco on grounds and facilities and in vehicles owned, leased or controlled by SUNY, and

**WHEREAS**, SUNY has recommended that community colleges in New York that are not state-operated also consider taking appropriate steps to adopt tobacco-free policies, and

**WHEREAS**, Suffolk County Community College surveyed all members of the College community, which revealed overwhelming support for a tobacco-free policy, and

**WHEREAS**, this Board, by a resolution duly adopted on February 20, 2014, expressed support for County of Suffolk legislation which would facilitate a tobacco-free policy for Suffolk County Community College, and

**WHEREAS**, on April 29, 2014, the Suffolk County Legislature adopted a local law which authorized and empowered this Board to adopt additional restrictions on smoking and tobacco- use on College property, including the adoption of a tobacco-free policy, be it therefore

**RESOLVED**, that the Tobacco-Free Policy, as set forth in Attachment I, be and the same is, hereby, approved and adopted, and be it further

**RESOLVED**, that said Policy shall be effective as of August 27, 2015.

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**RESOLUTION NO. 2015.22 AMENDING ARTICLE VI(I) OF THE BYLAWS OF SUFFOLK COUNTY COMMUNITY COLLEGE REGARDING BOARD MEMBERS' ATTENDANCE AT BOARD MEETINGS AND THE USE OF VIDEO TELECONFERENCING AT SUCH MEETINGS**

**WHEREAS**, Article VI(I) of the Bylaws of Suffolk County Community College establishes rules regarding Board members' attendance at meetings of the Board of Trustees, and the use of video teleconferencing at such meetings, and

**WHEREAS**, the Board of Trustees wishes to amend this provision to reflect the applicable New York State and County of Suffolk laws regarding attendance of members of the Board of Trustees at Board meetings, and to establish procedures to facilitate members' participation in such meetings by way of video teleconferencing, be it therefore

**RESOLVED**, that Article VI(I) of the Bylaws of Suffolk County Community College is hereby amended, as reflected on Attachment II herein.

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**RESOLUTION NO. 2015.23 - 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 \$2,367,264.76 for the month of February 2015 (Attachment III ) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2015.24 - ACCEPTING THE INDEPENDENT AUDITOR'S REPORT FOR THE FISCAL YEAR ENDING AUGUST 31, 2014**

**WHEREAS**, the State Comptroller requires Suffolk County Community College to annually file as Independent Auditor's Report on its financial statements, and

**WHEREAS**, Suffolk County Community College contracted with the independent CPA firm of the Bonadio Group to perform an audit for the College for fiscal year ending August 31, 2014, and

**WHEREAS**, the Bonadio Group submitted an Independent Auditor's Report and management letters to the College, and

**WHEREAS**, the Vice President for Business and Financial Affairs has reviewed the report and management letters and recommends that they be accepted, be it therefore

**RESOLVED**, that Suffolk County Community College accepts the Independent Auditor's Report and the management letters for the fiscal year ending August 31, 2014.

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**RESOLUTION NO. 2015.25      ACCEPTING A GRANT AWARD FROM THE NEW YORK STATE DEPARTMENT OF LABOR FOR THE DEVELOPMENT OF A TRAINING PROGRAM FOR UNEMPLOYED WORKERS**

**WHEREAS**, Suffolk County Community College has been selected to receive a grant award in the amount of \$100,000 from the New York State Department of Labor for the development of a program to train long-term unemployed residents of Suffolk County, and

**WHEREAS**, the College will utilize existing training curricula and laboratory equipment to prepare participants for employment opportunities in such fields as manufacturing, alternative energy and healthcare, and

**WHEREAS**, a matching contribution is not required, be it therefore

**RESOLVED**, that a grant award in the amount of \$100,000 from the New York State Department of Labor for the development of a program to train long-term unemployed residents of Suffolk County is hereby accepted, and the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Nina Leonhardt

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**RESOLUTION NO. 2015.26     ACCEPTING A GRANT SUB-AWARD FROM THE U.S. DEPARTMENT OF AGRICULTURE/NATIONAL INSTITUTE OF FOOD AND AGRICULTURE (NIFA) FOR THE TECHNICAL DEVELOPMENT OF AN INTERNET-BASED PROGRAM ENTITLED "VIRTUAL CHICKEN: THE DIGESTIVE SYSTEM"**

**WHEREAS**, Suffolk County Community College has been selected to receive a grant sub-award in the amount of \$124,161 from the U.S. Department of Agriculture/National Institute of Food and Agriculture (NIFA) to complete the technical development of an Internet-based instructional program entitled "Virtual Chicken: The Digestive System," and

**WHEREAS**, as part of a team lead by Auburn University, SCCC faculty and students from the College's computer game and development and animation class will utilize technology to simulate the digestive process in a chicken, which, in turn, will teach students important concepts in biology, physiology and anatomy, and

**WHEREAS**, an in-kind contribution in the amount of \$25,000 is required, be it therefore

**RESOLVED**, that a grant sub-award in the amount of \$124,161 from the U.S. Department of Agriculture/National Institute of Food and Agriculture (NIFA) to complete the technical development of an Internet-based instructional program entitled "Virtual Chicken: The Digestive System," is hereby accepted, and the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Troy Hahn

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**RESOLUTION NO. 2015.27 APPROVING BUDGET TRANSFERS**

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

**WHEREAS**, according to said policy, budget transfers must be authorized by a resolution adopted by the Board of Trustees, and

**WHEREAS**, the Vice President for Business and Financial Affairs recommends the budget transfers on Attachment IV as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown on Attachment IV are hereby authorized and approved.

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Chairwoman Irizarry moved on to the committee reports beginning with the Finance and Budget Committee report. Trustee Morgo stated VP Vizzini has presented a budget gap analysis to all of the Board committees, and it appears that the College has about a nine point eight million dollar gap. The only sources are State contribution, County contribution, student tuition and the College's fund balance. Trustee Morgo stated the College only has control over the fund balance and student tuition. He noted that at the last meeting, the Trustees agreed that a tuition increase is the last source for the budget gap. However, going to the fund balance is not desirable, either, if the College was going to be fiscally responsible. Trustee Morgo stated he felt it was one of the Trustees' major obligations to keep Suffolk County Community College affordable, particularly to students of modest means. He noted the work at the State level has been ongoing College-wide and on March 4th there were students travelling to Albany to advocate on behalf of the College. Trustee Morgo stated the problem is that the College is almost alone in making these kinds of advocacy efforts.

Trustee Morgo said that on March 6<sup>th</sup>, he, along with Dr. McKay, General Counsel Petrizzo, VP Vizzini, Mr. Zwirn and Kevin Peterman, representing the Faculty Association, met at the County Legislature. Trustee Morgo pointed out it was good to have Mr. Peterman and Dr. McKay there to discuss the advocacy efforts at the State level, since the County will always ask what the College is doing in regards to the State's contribution. Also at the meeting was Student Trustee Gardy Amilcar and student Maria Gomez, who shared their personal experiences, which visibly impacted the County legislators. Trustee Morgo stated that he felt the County legislators really understood the importance of their support and would be willing to help and do better than the two percent increase that was in the call letter received from the County Executive. Trustee

Morgo stated that they also believe the County Executive wants to do all he can, and there are going to be meetings with the County Executive, as well.

Trustee Morgo stated that at the next Board meeting, April 9th, the Board will have to vote on a budget that the College will submit to the County. That budget will have to have a proposed tuition and will have to have a use of fund balance. If the College does not know what the State or County's contribution will be, it will have to make certain assumptions, and that can cause problems. The College must submit its budget to the County Executive and Legislature by April 17th.

Trustee Morgo asked for the Student Trustee to share his experience because he can share how a tuition increase affects the College's students. Student Trustee Amilcar stated the Budget and Finance Committee was committed to insuring the best possible circumstances for the students. The committee is looking into options that will continue to allow the College to move forward and be a place that will be financially stable for years to come. He addressed the students in the room, and noted that the College only had four streams of revenue. If the State and the County were unable to increase their support, the College would have a choice between going into the fund balance and raising tuition. He stated this was something highly personal to him because two years ago he was a student that was struggling financially. He added that through his time at the College, he has been able to create opportunities for himself that he didn't see possible before. Student Trustee Amilcar stated that any scenario which would include an increase in tuition was something that he didn't agree with. He assured the students present that those in charge of making the tough decisions definitely had their best interests in mind when making the decisions.

Whereupon Dr. McKay asked student Maria Gomez to share her personal story. Ms. Gomez introduced herself as a full-time student at the College on the Eastern campus. She started as an ESL student and is now majoring in communications, and is in her fourth semester. She came to the country three years ago with the purpose of getting a better future for herself and her mother. Nine years ago, her mother was diagnosed with cancer of the bones. Maria did not have a normal childhood; she had to help care for her mother. She remembered all the sacrifices her mother made for her, working two jobs to help support herself and daughter. Maria said she has been working since she was eleven years old in order to help her mother with her illness because her mother had to eventually stop working, and the support from the government wasn't enough. She said when she turned fifteen she decided she had to do something for herself and her mother. She called her father, who lived in this country, and asked him if she could come to the United States. She came to the U.S. in her senior year of high school, and it was very hard for her, not knowing the English language. At eighteen, her father kicked her out of his house. She was living on her own, at times with her friend, in the back of her car, or in a shelter. Ms. Gomez stated that when she arrived at Suffolk County Community College, everything changed in her life. She began in the ESL program, and quickly became passionate about the College. She has had the opportunity to travel to Albany three times, advocating for the College, and to attend the national leadership conference. At the College she has been a peer mentor, a work-study student, and is now the president of the Dream of Hope Club. The club helps members in the community at homeless shelters and those in need that attend the College.

Ms. Gomez recalled being invited to Albany and how that has changed everything for her; she is very passionate about fighting for the rights of those in need. She believes education is the key and quoted Dr. McKay who says “through education comes transformation and economic empowerment.”

Dr. McKay thanked Ms. Gomez and applauded her and Student Trustee Amilcar for being ambassadors of the College, and sharing their very personal stories with everyone.

Trustee Morgo stated that on April 9th, they would have to make some tough decisions and hopefully the College will have heard from the local sponsor. Chairwoman Irizarry stated that after listening to the students’ personal stories, it would make it even harder to deliver a possible tuition increase. She thanked the Legal office for providing the information they need to make the best decision possible.

Trustee Lindsay Sullivan said one thing to keep in mind is that, as the College continues to grow with new buildings and services, so will the costs of operating the new buildings and services.

Dr. McKay noted the College has managed to retain faculty levels where other institutions have either reduced programs or eliminated positions. He thanked the Faculty Association for working with the College during two contract extensions over the last six years. Dr. McKay added that the Board has voted to make sure the College is fiscally prudent, and to keep tuition and fees down for its students. He said this is what they have been advocating for, and it’s being heard in Albany and Suffolk County. He thanked Trustee Morgo for his advocacy on behalf of the College.

Trustee Canary stated that he had run into Legislator Tom Cilmi the day after the College’s meeting with the County Legislature. Legislator Cilmi asked him to relay back to the Board that Student Trustee Amilcar and Ms. Gomez’s presentations were outstanding, and they should be proud of all the students. He noted their stories were inspiring and very much appreciated. He asked Trustee Morgo if during the meeting, the SUNY tuition increase program of three hundred dollars/constant a year for the next three or four years was brought up. He stated the Chancellor is asking the State legislature to reauthorize that and they are indicating parents are supportive of the program. Parents want the continuity, rather than being surprised with a fifteen hundred dollar increase. Trustee Morgo stated the program was discussed, however, it does not apply to the community colleges. They did however present to Presiding Officer Gregory some possible five-year scenarios of the County’s support that would give that kind of sustainability over the next five years. Trustee Morgo then confirmed with VP Vizzini the scenarios had been sent to the Presiding Officer. She confirmed yes, and said the Presiding Officer had referred to it in his deliberations with the other legislators.

Trustee Canary asked if that was something that could possibly be implemented this year or possibly next year. Trustee Morgo said he felt it was possible to be implemented this year. However, the idea of giving some certainty in the long range plan with a definite tuition increase would only happen as long as there was a definite commitment from the County and State. This makes it difficult because the County can’t make any commitment for the State, and it is not likely the College would receive a certain commitment from the State because there are so many

different community colleges and they all have different needs. Trustee Morgo added if the College could get a commitment going forward from the County that they would give a certain percentage every year, that would give some certainty to the students who pay tuition for themselves, and to the parents. Trustee Canary stated he understood the College needed to receive a better share from both the County and the State.

Chairwoman Irizarry called for the Student Success Committee report. Trustee Lindsay Sullivan stated that she would give the report in the absence of Trustee Sanders. Trustee Lindsay Sullivan stated the committee had met and discussed thoroughly with Dr. Adams the tobacco-free policy. She applauded Dr. Adams for the time and research he put into the policy; the committee is fully supportive of the policy. The committee also discussed the new student trustee election. When the committee met on March 10<sup>th</sup>, there were two applicants submitted, and she asked Dr. Adams for an update on any further applicant submissions. Dr. Adams stated there were now five candidates for the new student trustee election. The election will take place April 13th through April 16<sup>th</sup>, online.

The committee discussed the transition student trip to both St. Joseph's College and Hofstra University. She asked if Student Trustee Amilcar would further discuss the trips. Student Trustee Amilcar stated the first transition trip was to Hofstra University last semester, and, earlier this month, they assembled a group of students who made the choice to attend St. Joseph's College. He noted they were greeted with a warm welcome. The students were given the opportunity to hear from the faculty about the different programs St. Joseph's offers. He said they were able to participate in a mock lecture that was a unique experience that could change one's perspective on a potential school. He added having the trip as a resource for students is a wonderful opportunity for them to experience. Dr. Adams noted this idea was brought to the College's attention by Student Trustee Amilcar this past summer through the Student Success Committee. He said that sometimes first generation students feel uncomfortable going by themselves to colleges, and it would be a good idea to put together a program where a group of students could visit a college they wished to attend after Suffolk County Community College. Dr. Adams stated he had a relationship with Hofstra University and called them. At no cost to the College, they sent a bus to pick up the group of students. This year a group went to Saint Joseph's and another group will be going to Adelphi University in April. Dr. Adams noted that Student Trustee Amilcar also came up with the idea of pursuing students after they graduate from the College and they hope to roll it out to all of the College's partner schools that are part of the Long Island initiative by next year. Trustee Lindsay Sullivan stated Dowling College had approached the transition team which speaks to the work that is done at the College; that institutions are recruiting the College's students. She noted that on the other side of the coin, high school students are coming to visit Suffolk County Community College. She was approached in her Hampton Bays school district to see if they wanted to have a day for their ESL students to visit the College.

Chairwoman Irizarry stated that on behalf of the Student Success Committee and the Board, she thanked Ms. Barbara Hurst for her work on the policies with the Board of Directors. She noted the tremendous amount of work she had done and had discussed with them for a number of months.

Chairwoman Irizarry called for the Facilities and Technology Committee report. Trustee Lilly stated due to the weather, the committee had not met and would be meeting next month. The committee did meet with Gary Ris, College Associate Dean of Computer Information Systems, for an update on current IT projects. He reported Dean Ris and his team are working on the SCC portal, and getting the ability to get more information available; communication upgrades; and upgrades to the College's e-mail system. The committee also discussed the new event management calendar that was being used College-wide. He noted it was a great tool for security to use, it allows them to access quickly, in the event of an emergency, the rooms being used in any particular building on any campus. Trustee Lilly said another project discussed was the new College website, which it is hoped will be more user-friendly. The committee also discussed with Dean Ris the department's staffing issues with a tight budget. Trustee Lilly suggested hiring students; however, the College has already done this, but eventually the students transfer and go onto other jobs.

Trustee Canary asked Trustee Lilly if they had discussed firewalls. He stated he was concerned about having adequate firewalls at the College, where its database includes the personal information of over twenty-six thousand students. Trustee Lilly stated they did discuss firewalls and allowing accessibility from outside of the College, when some want to connect from home.

Dr. McKay stated that earlier in the week someone had hacked into several presidents' e-mails across the SUNY system and sent an e-mail regarding wiring funds immediately. He added the College was currently working with LIU on cybersecurity to ensure the College's data is well-protected. Trustee Canary advised everyone with home computer systems to get protection programs on their home computers because they are all vulnerable without it.

Chairwoman Irizarry called for the Governance Committee report. Trustee Canary stated the committee met on March 11th at 5:00 p.m. Vice President Vizzini gave the committee an update on the operating budget and auditor's report. The committee had a discussion about recording the minutes at the committee meetings. The next item of discussion was about expanding the code of ethics and conflict of interest policies. The Legal office is doing research on that and looking at other code of ethics policies at other community colleges. He noted Hudson Valley has a comprehensive policy. The committee then discussed committee recording votes on issues versus committee consensus. The committee came to the consensus that consensus is the way to go because they can't take votes on items at the committee level because there is not a quorum and it is not a public meeting. The committee next discussed how association boards are established in other community colleges, and Dr. Adams had sent out a questionnaire to other community colleges to ask them how they had their boards set up. The questionnaire did not generate the kind of information they were hoping for, and Dr. Adams is currently trying to revamp the questionnaire and make it comprehensive in order to have more clarity.

Trustee Canary stated the committee engaged in a long discussion on video conferencing issues of who, when, where and why the Board would do video conferencing while trying to stay in compliance with the Open Meetings Law. If a Trustee was interested in having a video conference at their home, they would have to make their home a public location. Trustee Canary stated he did not see anyone in the future holding a video conference. Chairwoman Irizarry

stated that part of the resolution was the result of that discussion and a member must give at least twelve days' notice to the Legal office if it was someone's intention to attend a meeting by video conference.

Trustee Morgo stated the committee also discussed having someone take summary minutes at the committee minutes because the bylaws call for it. Trustee Canary stated the committee agreed to ask for a staffer who could attend the committee meetings and record the summary minutes. Dr. McKay stated the staffer would report to the chair of each committee. General Counsel Petrizzo stated it was required by the College's Bylaws that summary minutes are to be kept by a staff person, and made available to the committee members and put on file. Any of the other trustees who want to review them would have an opportunity to review them, as well. Trustee Canary stated the committee's next meeting was scheduled for April 16th at 3:00 p.m..

Chairwoman Irizarry asked for the Advocacy Committee report. Trustee Shybunko-Moore stated there was no formal committee meeting. She said she is a member of the subcommittee meeting for the State workforce investment board, where the purpose is to talk about the importance of being a liaison between State workforce, local workforce money and how that works with regional council money. She said she is always amazed and emphasized again that the College is so far ahead of the State in terms of what it is doing with workforce. She said she still doesn't think everyone truly grasps the relationship that Suffolk has with industry, that it is sometimes taken for granted. The Trustee commended everyone that plays a role in that and repeated she thinks the College is far ahead of the State in that communication, whether it comes to the needs of the workforce, setting up curriculum and being ahead of the curve and thinking what industry is going to need, and Suffolk is there to provide it. She said that despite her healthy bias as a business leader, she sees this as one of the College's biggest strengths and she would continue to advocate for the College on the State level and hope that workforce money will continue to come to this region for this College. The Chairwoman thanked the Trustee for her advocacy.

Chairwoman Irizarry called for the Personnel Committee report. Trustee Pontieri asked if newly- appointed Trustee Escorbores would join the committee. Chairwoman Irizarry said that was a decision for Trustee Escorbores and was glad he had the opportunity to listen to the issues discussed, to help him in a making a decision on which committee he would like to join.

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Chairwoman Irizarry moved on to her report. Chairwoman Irizarry noted that included in the Board members' folders was the Board of Trustees self-assessment form. She asked that they all complete it and return it back to her via email or at the next meeting. She added it was very important for them to complete the form, because it gives them an opportunity to reflect on their practices and priorities, and how they can better serve the College. Also in their folders was an updated contact sheet for the trustees. Trustee Escorbores stated that since he was just appointed earlier that day, he asked to be exempt from completing the self-assessment. Chairwoman Irizarry stated she would take it under advisement. She welcomed newly-appointed Trustee Escorbores and thanked former Trustee Alvarez-Groneman for her years of service. She asked the College to reach out to Trustee Alvarez-Groneman to invite her to the next meeting and

present her with an award for her years of service and contributions to the College. She noted Trustee Alvarez-Groneman has also served on the Board of Directors for the Foundation. Chairwoman Irizarry stated they had already discussed having summary minutes recorded at each Board committee meeting, where there would be an administration liaison attending the committee meetings, and would operate similar to how it is done with the regular Board meetings. The minutes would go to the Chairperson of the committees so they had the opportunity to review them and ensure their accuracy.

Trustee Canary asked if this could be in place by next month since he had set up a Governance Committee meeting for April 16th at 3:00 p.m. at the Grant Campus. Dr. McKay stated they would make sure someone would be available to take minutes at the Governance Committee meeting. Trustee Morgo stated this was something they were supposed to be doing that was in the Bylaws and was not observed. Dr. McKay asked if the Chairperson of each committee would submit the dates of the meeting in order to ensure having someone available to take the minutes.

Chairwoman Irizarry stated she had been asked by a student of her high school to submit a letter of recommendation to apply for a number of scholarships, and wanted to disclose that information. She will be submitting letters of recommendation for one of her students.

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Chairwoman Irizarry called for the President's Report. President McKay stated that because of the time, and that there would also be an executive session, he would defer his President's report to the next Board meeting. He noted it had been a compelling meeting, which included students sharing their personal experiences. Dr. McKay added the search for the Ammerman Campus Dean was almost complete and publicly recognized Interim Executive Dean George Tvelia for his forty-four years of service to the College.

Dr. Sylvia Diaz, Executive Director of the Foundation, gave a quick reminder of the upcoming Gala on May 7th. She encouraged all to attend and also to reach out to their colleagues and business contacts. There are two additional honorees; joining David Calone and John Corcoran is HSBC national head of network Bill Brown, as well as an alumnus from Suffolk Community College, Gregory Garatano, a successful CPA. Trustee Morgo asked if the invitations had been mailed out. Dr. Diaz stated they would be going out by the end of the week.

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Chairwoman Irizarry moved on to the Roundtable session. Trustee Lilly welcomed Trustee Escorbores and stated he looked forward to working with him. He also recognized former Trustee Alvarez-Groneman, saying that she had mentored him when he was a newly appointed Trustee. He noted she was always working for the College as well as not-for-profit work that she does outside the Foundation.

Student Trustee Amilcar stated that he wanted to publicly thank Ms. Maria Gomez for agreeing to come with him to meet and advocate on behalf of the College at the County Executive's

office. He welcomed Trustee Escorbores. He then thanked Assemblyman Ramos for welcoming the group of students in Albany with open arms. He noted Assemblyman Ramos gave them a tour and history lesson on the chambers of the Senate. He took time and did an impromptu session with the students that inspired them and instilled a sense of awareness with the students.

Student Trustee Amilcar said he had an idea for the situation with the possible tuition increase. He asked if it would be possible for incoming students to have their peer mentors run a scholarship center to help students apply. He added there were many scholarships that go unclaimed.

Dr. McKay stated the College had just gotten approval from the Board and the Foundation for new scholarship software to help the College accomplish just that. He asked Student Trustee Amilcar to advance his idea and work with the College's scholarship committee. Student Trustee Amilcar stated he wanted to emphasize this would be a peer-to-peer type of program, where the student leaders on each campus can assume some responsibility and lead their peers into a better financial situation.

Trustee Morgo stated that he had been told that the reason that so many of the other community colleges, particularly those in the CUNY system, do not advocate for the State to increase the FTE is that many of their students are getting free tuition. Chairwoman Irizarry and Trustee Lindsay Sullivan asked if he knew where the funding for the free College tuition came from. Trustee Morgo stated he had been speaking to Assemblyman Englebright, and he had asked why the other schools were not present the way Suffolk County Community College was in Albany.

Chairwoman Irizarry asked if that is because of the cost of living, as well. Mr. Zwirn introduced himself as Director of Governmental Relations, and replied that the College suspects that that is the case. He said a lot of this came about when President Obama suggested there should be free community college. He stated for the rest of the community college world, it was a wonderful idea. There was no response from the CUNY schools because largely they're getting free tuition, and when tuition goes up, they don't feel it so they don't advocate in Albany like the College does, and that is a problem.

Mr. Zwirn said he asked SUNY if they could provide the numbers that every SUNY school reports to them, but had not heard back. He explained one of the things in the House budget bills that the College is advocating for is the Tuition Assistance Program, raising the eligibility level. He stated it was in the Senate bill, but not the Assembly bill, and added right now, there is an eighty thousand dollar cap on that. He said the Senate proposed to raise that to one hundred thousand dollars, and that would be helpful to Suffolk's students because they're on Long Island. While one hundred thousand dollars sounds like and, in fact, is a lot of money, the difference between the city and suburban schools is the subway or public transportation in the city, versus the substantial expenses of a car, gas and insurance. He said he thinks one of the reasons Suffolk County Community College is out there fighting the fight for the other suburban colleges is that the other colleges aren't feeling it as much as some of the community colleges.

Dr. McKay added that the College spoke to the Speaker of the House and met with every representative, the entire delegation. He said he also spoke the previous Friday before the

Republican delegation to the Assembly in Nassau. He repeated the College is doing the advocacy work, and the students are speaking because they are feeling the difficulty that impacts them. He said the Board of Trustees wants to keep the fees down; however, this institution must be managed prudently and fiscally. The College has done that in the past and he believes with its work and the Board's policy guidance, the College will continue to advocate and represent the Board, whether here in Suffolk County or in Albany.

Trustee Canary pointed out that for the last couple of years, the Long Island Index studies indicated that it costs a family of four on Long Island about eighty four thousand dollars a year just to pay the bills, and while one hundred thousand dollars sounds like a lot of money, on Long Island that is doing a little bit better than paying the bills. Mr. Zwirn added that is why the College is going to push the Senate bill on the Assembly side, and that it is not necessarily asking for an increase in the FTE, but it is asking for an increase in student aid and to help them stay on Long Island. Trustee Morgo asked Mr. Zwirn to get that information and share it with the legislators. Mr. Zwirn answered the College has to report it, and he thinks it is primarily coming from Pell and TAP money.

Dr. McKay added that in the most recent national news, those legislators are either trying to reduce or cap Pell, yet another battle is in Washington right now. He said while the College is in Albany working with the State Assembly and Senate, in Washington they're talking about Pell and Pell eligibility, which impacts a number of our students. Trustee Morgo pointed out one thing people don't recognize is that median income in the city is considerably lower. Eighty thousand dollars for TAP works for them.

Trustee Shybunko Moore addressed Student Trustee Amilcar, asking, with regard to Maria's story and because she is running for trustee, if there are available profiles or stories that the trustees can read on those students. Trustee Amilcar replied during the election process, each student will issue a statement as to their intention and what they feel they can offer to the institution. He said they will also have an opportunity campaign.

Dr. McKay informed the trustees that there are parts of the bylaws where the students cannot campaign or where faculty cannot campaign on behalf of the students. He explained it is a very independent process and they vote online, then it goes to, he believed, the General Counsel and Chris Adams. Dr. McKay said the bylaws of the student advocacy effort can be provided to the trustees, and the trustees can see the students' profiles. The Chairwoman stated last year one way the trustees could learn about the candidates was to read the paper because they all provided a personal statement. She said she believed it was five candidates at the time, profiled in the Grant Campus paper, *The Western Press*. Dr. Adams confirmed it will be in the newspaper, and hopefully they will do an article again. He stated in addition, the personal statements on their applications is public and he would be sure to get that from each of them. Dr. McKay asked Dr. Adams to confirm he would make sure the trustees are availed of the candidates' profiles as well as the proceedings, and Dr. Adams agreed.

Trustee Lindsay Sullivan commented the concept of free community college is news to this area, but in other states it is happening already. She said she was shocked when, on a tour of the national city schools in Tennessee, a student told her they were going to community college

because it's free. She said she was not sure how they did that, and recalled that Student Trustee Amilcar mentioned that there could be some unclaimed scholarship money, and wondered if that happened a lot. Dr. Diaz replied she would not say it happens a lot. She explained some of it has to do with the restrictive criteria set by the creators of the scholarships, and when scholarships are unclaimed, that is generally the reason. She said it is then necessary to go back to the original donor and discuss the intent of it and sometimes water it down a little bit so it is more of a universal opportunity for the students. Trustee Lindsay Sullivan asked Dr. Diaz to confirm that money doesn't disappear, and Dr. Diaz answered absolutely not, that it goes into the Foundation's endowment, its fund. She stated, obviously, the more the Foundation gives away, the more attention that is brought to the great work that the Foundation is doing. Trustee Lindsay Sullivan asked Dr. Diaz, offhand, how much did the Foundation fund in scholarships, and Dr. Diaz replied over 550 scholarships. She said she did not have the exact number but could get that information to her.

Dr. McKay said this is the result of efforts to raise awareness and getting donors to come back. He gave as an example an astronaut, Mr. Gibson, who was a keynote speaker at commencement. He said these are the folks the College has to keep highlighting, to get the message out that Suffolk County Community College is not just affordable, but also see where the alumni have gone to. He repeated the slogan "I came to Suffolk, but I graduated from...", and said the faculty are saying that now, not just the students. He stated the College has to keep working on that as our brand, and what our message is. He said that is how the College got four individuals already committed to the campaign for the Gala, very early, and they would contribute \$25,000 each, in addition to sharing their contacts. Trustee Morgo told Dr. McKay his idea was a good one, then.

Trustee Morgo stated he was still interested in Start-Up New York. He reviewed that the College had submitted to the State for the Brentwood property and knew it hadn't been accepted yet, but said he knew, for a fact, it has not been sent to Empire State Development, a sign that it has been accepted. He said he and others were concerned about the miscommunication with the County Executive, and the Student Trustee had asked him if that has been cleared up yet. He reported he saw Kelly Morris from Economic Development, and the site in Selden was withdrawn. He said he wanted to be sure the College continues pursuing this program because a fellow trustee is one of the spokespeople for Start-Up New York, and he is jealous when he reads in the newspaper the other schools attracting businesses. He stated for the larger economy and for the students, he thinks the College should continue to pursue it.

At Dr. McKay's request, Mr. Zwirn addressed the issue, stating the Start-Up New York application at the College is up before the Start-Up New York committee. He said he thought they were waiting to see how the College is going to work with the County Economic Development group before they make a final decision. He continued there have been meetings between the County executive staff and the College and these will continue, but the application is complete, as far as what the College can do. Trustee Morgo said as a matter of fact, he heard exactly the same thing, not from Mr. Zwirn, that the State is waiting to see how we are going to cooperate and work with the County Executive. Mr. Zwirn added that the application that is there is complete, and once the application is approved, it can be amended to have other sites.

Chairwoman Irizarry wanted to confirm Mr. Zwirn meant the Brentwood application, and Mr. Zwirn confirmed it is the Grant Campus application.

Dr. McKay stated it is a College application. He reminded the Board members College Road is a two-lane road and, as he'd shared with the County, putting additional capacity in the area will require looking at sewers, traffic mitigation, light, and power. He repeated this application is going to be a College application, and the Selden property is in discussion and isn't off the table. He said the College has talked to Tom Muratore from that district who supported his proposal, but the mitigation concerns have to be raised before the County, and the County will have to consider traffic mitigation efforts and the sewer system on the Selden campus. He said adding buildings will mean mitigations on those efforts, as well. He concluded by telling Trustee Morgo it requires more discussion, and the College will continue to have those discussions. Trustee Morgo added the Brentwood site is hardly ideal, either, and stated on Long Island there is no ideal site. He said a councilwoman from Islip objected to the Brentwood site; it is a sliver of a property. Finally, he stated the College should be part of Start-Up New York for the sake of Long Island's economy and the sake of its kids, and pointed out that, obviously, the State wants the College to be there if they are sending one of their people here, and this is a conversation for another time. The Chairwoman said she was glad to hear that it's still on the table.

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Chairwoman Irizarry requested a motion to adjourn to executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, and matters regarding proposed, pending, or current litigation. She stated the Board would not be taking further action after the executive session. Trustee Escorbores so moved, Trustee Canary seconded, the motion was approved unanimously.

With no further action, the meeting of the Board of Trustees was adjourned at 6:10 p.m. The Board of Trustees next meeting is April 9, 2015 at 9:00 a.m. in the Mildred Green Room of the Babylon Student Center on the Ammerman Campus, in Selden, New York.

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Respectfully submitted,

Bryan Lilly  
Secretary