

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
BOARD ROOM, LEARNING RESOURCE CENTER
GRANT CAMPUS, BRENTWOOD, NEW YORK
OCTOBER 19, 2017

The meeting was held on Thursday, October 19, 2017 at 4:00 p.m. in the Board room of the Learning Resource Center on the Grant Campus, in Brentwood, New York.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Vice Chair
Gordon D. Canary	Secretary
Bryan Lilly	Trustee
Denise Lindsay Sullivan	Trustee
E. Christopher Murray	Trustee
Shirley Coverdale	Trustee
Jerome Bost	Student Trustee
Shaun L. McKay	President
Louis Petrizzo	General Counsel/Executive V.P.
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Mary Lou Araneo	V.P. for Institutional Advancement
Gail Vizzini	V.P. for Business and Financial Affairs
Christopher Adams	V.P. for Student Affairs
Paul Beaudin	Associate V.P. for Academic Affairs

The meeting of the Board of Trustees was convened at 4:00 p.m.

Chair Sanders welcomed everyone; the Pledge of Allegiance was led by Trustee Gordon Canary.

Chair Sanders thanked Trustee Canary and proceeded with the swearing in of Trustee Shirley Coverdale. Trustee Coverdale was sworn in by Mr. Chris Cuomo of the County Clerk's office. After the signing of documents, photos were taken and Chair Sanders welcomed Trustee Coverdale to the Board of Trustees.

Chair Sanders moved forward with the recognition of guests. She asked Chief of Staff Carol Wickliffe-Campbell to introduce the guests in attendance. Ms. Wickliffe-Campbell recognized Ms. Lisa Calla from the Board of Directors from the Foundation.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:07 p.m. Trustee Morgo so moved, Trustee Lilly seconded, and the motion was approved unanimously.

Chair Sanders called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:12 p.m. Trustee Morgo so moved, Trustee Lilly seconded, and the motion was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the September 14, 2017 Board of Trustees meeting. Trustee Morgo so moved, Student Trustee Bost seconded, and the motion was approved unanimously.

Chair Sanders introduced Gail Vizzini, VP for Business and Financial Affairs to present the College Budget and Financial report. VP Vizzini said that the projections for the 2017-2018 fiscal year were on target as of September 30, 2017 and will change as they have more months of actual expenses. Based upon recent enrollment trends, the 2017-2018 operating budget was crafted upon a projected 2% decline in enrollment compared to last year. Enrollment has levelled off for full-time students by 2.4% and for part-time enrollment by almost 3%, which is a little more than anticipated in the operating budget. Due to the leveling off in enrollment, the College is projecting a preliminary revenue shortfall of \$1.8 million, comprised primarily of a shortfall of \$1.7 million in tuition and \$139,000 in fees. The College will continue to be fiscally prudent so as to mitigate the projected revenue shortfall \$1.8 million.

VP Vizzini reported that the auditors have started their field work. They will be returning again after Thanksgiving for more field work. They hope to have the financial statements for the Board's review by the March meeting.

VP Vizzini then reviewed a few of the resolutions because of their fiscal impact. Since there is no meeting in November, item one includes both the September and October monthly sponsor services payments to the County for Health Insurance in the amount of \$2.3 and \$2.58 million, respectively. Item two are budget transfers. These funds are in the budget, however they are not in the right place. The transfers are for cleaning supplies for the Grant Campus to cover the increased volume related to the construction of the Learning Resource Center. There are new State regulations regarding the testing of boilers and water towers. The testing is more rigorous and is required to occur more frequently. When the College bid the contract, it was considerably higher than the College has historically been paying for it, therefore a budget adjustment must be made accordingly in the amount of \$50,000 for contracted boiler and water maintenance, and \$30,634 from the elevator maintenance services line to cover the boiler maintenance. There is a budget transfer for \$25,000 for the replacement of three refrigeration units at the Grant Campus, which have well exceeded their usefulness and are constantly either down or in need of repair.

There is a \$30,000 budget transfer for temporary salaries to support the work related to the growth in the Excelsior High School Student Program for two part-time professional assistants. The transfer for \$12,658 is for contracted services to improve the HVAC system. The College believes that these small changes will promote further efficiency in the quest to save money

through energy efficiency. The last budget transfer is for the replacement pickup truck for the Eastern Campus which includes a snowplow.

Trustee Morgo clarified that the budget transfer for \$50,600 is an unfunded mandate - the State mandated those changes in testing for the boilers and water towers, however they did not provide any additional funds to cover the cost. He added that the two new positions for the Excelsior program are not new hires, they are employees that were on board last year, and the money needs to be moved into the right category under adjunct salaries from permanent salaries.

Trustee Morgo asked if there was any update on the Excelsior scholarship program. Dr. Adams replied there are about 425 students in the program, and they do not anticipate many more. The process continues of reaching out to all of the students within the program to ensure that they are getting the resources that they need to be successful. Trustee Morgo expressed his concern about what happens if a student comes in under Excelsior program and then doesn't meet the qualifications and subsequently then owes the money to the College and leaves without paying. He shared he had spoken with someone at Stony Brook and that was not their understanding and they are not worried about it. He asked Dr. Adams if he was aware of any updates which would change that scenario of the student owing the tuition if they did not comply with the programs rules, and Dr. Adams said he was not aware.

Lastly VP Vizzini reviewed item five, the resolution that would extend the resident tuition rate to students from Puerto Rico and the US Virgin Islands for the 2017-2018 academic year. She said SUNY passed a resolution giving a tuition exemption for students displaced by the hurricanes who reside in Puerto Rico and the US Virgin Islands, and encouraged community colleges to do the same. The resolution would waive the double tuition that the College normally charges to nonresident students. Should they come to the College, they would be charged the same as Suffolk County residents.

Chair Sanders called for a motion for the approval of College Resolutions 2017.59 through 2017.64. Trustee Morgo so moved, Trustee Lindsay Sullivan seconded, and the motion was approved unanimously.

RESOLUTION 2017.59 - Approving Monthly Sponsor Services for Suffolk County Community College

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

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

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

RESOLVED, that the health insurance payments to the County of Suffolk in the amount of \$2,304,131.39 for the month of September 2017 and \$2,583,732.73 for the month of October 2017 (*Attachment I*) are hereby approved by the Board of Trustees.

RESOLUTION NO. 2017.60 - 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 II* as necessary for the operation of the College, be it therefore

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

RESOLUTION NO. 2017.61 - Awarding a Contract for Design Services for the Renovation of the Sagtikos Building on the Michael J. Grant Campus, CP 2118

WHEREAS, the design phase of the Renovation of the Sagtikos Building on the Michael J. Grant Campus, Capital Project No. 2118, has been approved by the Count of Suffolk and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

WHEREAS, proposals for such design services have been solicited and reviewed by the College, and

WHEREAS, the College's evaluation committee has determined that the proposal submitted by BLD Architecture D.P.C. best meets the needs of the College, be it therefore

RESOLVED, that the College President or his designee is authorized to enter into a contract with BLD Architecture D.P.C., 31 West Main Street, Patchogue, NY, in the amount of \$390,000 for design services for the Renovation of the Sagtikos Building, Capital Project 2118, upon such terms and conditions as shall be approved by the College General Counsel.

RESOLUTION NO. 2017.62 - Amending the College Budget for an Increase from the State University of New York for the SUNY Workforce Development Training (WDT) Project entitled "Amneal Pharmaceutical"

WHEREAS, the 2017-2018 College operating budget provided \$9,665 from the State University of New York for the SUNY Workforce Development Training (WDT) project entitled “Amneal Pharmaceutical,” for the period of September 15, 2017 through August 31, 2018, and

WHEREAS, the award includes an additional amount of \$6,078, increasing the amount of the grant award to \$15,743, and

WHEREAS, matching funds in the amount of \$1,749 (cash) from the employer partner increases the total program budget to \$17,492, and

WHEREAS, it is necessary to amend the 2017-2018 College operating budget to reflect the increase of \$6,078 to the grant award, and

RESOLVED, that the 2017-2018 College operating budget be amended to reflect an increase in the amount of \$6,078 from the State University of New York for the SUNY Workforce Development Training (WDT) project entitled “Amneal Pharmaceutical,” and be it further

RESOLVED, that the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms and conditions as shall be approved by the College General Counsel.

Project Director: Maureen Arma

Note: No full-time personnel
Matching funds from employer partner, Amneal Pharmaceutical

RESOLUTION NO. 2017.63 - Authorizing Resident Tuition Rates for Students from Puerto Rico and the U.S. Virgin Islands Displaced by Hurricanes Maria and Irma

WHEREAS, a significant number of students from Puerto Rico and the U.S. Virgin Islands have been displaced as a consequence of Hurricanes Maria and Irma, and

WHEREAS, the Federal Emergency Management Agency has declared Puerto Rico and the U.S. Virgin Islands to be disaster areas, and

WHEREAS, institutions of higher education across the country are making efforts to assist students displaced by Hurricanes Maria and Irma in the most expeditious and humanitarian manner possible, and

WHEREAS, by a resolution adopted on October 6, 2017, the SUNY Board of Trustees authorized amending the SUNY guidelines to permit resident tuition rates applicable to SUNY State-operated institutions to be charged to students from Puerto Rico and U.S. Virgin Islands who have been displaced by either Hurricane Maria or Irma for the 2017-2018 academic year, and

WHEREAS, Suffolk County Community Colleges wishes to similarly support its students who have been impacted by these hurricanes so that they may continue to pursue their academic studies without interruption, be it therefore

RESOLVED, that Suffolk County Community College is authorized to apply resident tuition rates for the 2017-2018 academic year to new students from Puerto Rico and the U.S. Virgin Islands who have been displaced from their homes by Hurricanes Maria and Irma.

RESOLUTION NO. 2017.64 - Authorizing the Approval and Submission of Suffolk County Community College's 2017-2018 Self-Study to the Middle States Commission on Higher Education

WHEREAS, in 2015, following review by the Middle States Commission on Higher Education (MSCHE), Suffolk County Community College embarked upon a comprehensive Self-Study led by a Steering Committee which oversaw the efforts of several working groups, a writing committee and a logistics committee, comprised of over 100 faculty, students, staff and administrators, and

WHEREAS, the intended outcomes of the Self-Study, among others, were to demonstrate that the College meets or exceeds expectations of compliance with MSCHE's seven standards for accreditation and requirements of affiliation; to evaluate the College's progress in achieving its six institutional goals in relation to the overall strategic plan; and to demonstrate its advancement in enhancing and maintaining a culture of ongoing assessment of student achievement and institutional and educational effectiveness, and

WHEREAS, the 2017-2018 Self-Study report has been developed and has been reviewed by various College constituencies, including the College's Board of Trustees, be it therefore

RESOLVED, that the Suffolk County Community College 2017-2018 Self-Study (*See, Attachment III*) is hereby approved, and the College President be and hereby is authorized to submit the College's approved Self-Study to the Middle States Commission on Higher Education in substantially the form as presented to the Board of Trustees.

Chair Sanders moved to the Committee reports. Since Student Trustee Jerome Bost need to leave early to travel to Syracuse to represent the College at the NYCCT Conference, his report was given first. He reported on the Pathways Conference, presented by the Association for Community College Trustees in Las Vegas, which he recently attended. Highlights were the Phi Theta Kappa workshop, which focused on pushing students to achieve success and become honor students, and the affordability scholarships provided; the presidential contracts workshop, where Mr. Bost cited Dr. McKay as an example and encouraged the group to recruit college presidents who were committed to student engagement in the community; and the African American Caucus, which discussed ways to reach out to more minority groups for recruitment. He said the main highlight for him was hearing Michael Brown, the CEO of a mining company in Las Vegas, speak about being engaged in the community college system, serving as an advisor

in Washington, and finding ways to fund fast-track opportunities for students finishing college to enter a gold mining career.

Trustee Lindsay Sullivan reported that the Student Success Committee did not meet in October, nor would they meet in November, but would schedule a meeting in December.

Trustee Canary gave the Governance Committee report. He reminded the Board that the committee would now meet right after the Executive Committee meeting each Monday of the month in which it meets, that it would not be meeting in November, and that the next meeting would be December 4th. He reported the committee had reviewed a request from an outside entity for use of classrooms on the Grant Campus, pursuant to the Facilities Use Policy, asking that fees be waived. The committee discussed the new policy and the implications of approving a waiver, and determined that the person requesting the waiver could qualify for waiver consideration if sponsored by a College employee and would resubmit the proposal under that scenario.

The committee had also discussed the upcoming Board Retreat, and Trustee Canary stated that two of the three Ethics Board members, Mr. LaPinta and Judge Fitzgibbon, would attend, and that they were still trying to track down the third member. He said Mr. LaPinta would be given direction as to which specific areas of ethics his presentation should focus on, and that they were considering showing the video “The World’s Worst Board Meeting” as a segue into the presentation of the newest version of Robert’s Rules of Order. He added that Trustee Morgo had suggested that Vice President Vizzini give a primer on the Operating Budget as part of the Retreat agenda. Ms. Vizzini agreed to that.

Trustee Canary continued, stating the committee discussed the possible need for the College to have a natural disaster tuition assistance policy to assist students effected by natural disasters within the US and its territories, in light of the request from SUNY asking community colleges to address a resolution for Puerto Rico and the US Virgin Islands. He said this was in the early exploratory stages and might never come to fruition, but the legal department would do some research on what might be involved. In addition, the committee briefly discussed establishing the public-private partnership between the College and the Rough Riders soccer organization, at which point Trustee Morgo had recused himself and left the meeting. The Trustee stated the December meeting agenda would include discussing the natural disaster tuition assistance policy.

Chair Sanders asked for the Facilities Committee report. Trustee Lilly stated they did not have a formal meeting but commented on attending the ribbon cutting ceremony for the new Learning Resource Center and being in awe of the physical structure that was completed on time and under budget. He said the College has other proposed projects which he hoped would be completes in a timely manner, an especially difficult accomplishment in the public sector. He attributed this success to the staff, architects and engineers working under Dr. McKay on the projects. Trustee Lilly said he and Trustee Canary spoke about possibly doing a tour of one of the campuses on some of the ongoing projects. Mr. Petrizzo recommended touring the Riverhead campus.

Trustee Morgo gave the Budget and Finance Committee report. He stated they had not met but would convene Monday for a very important meeting, and hoped the newly appointed Trustee would consider joining the committee. He said the committee would begin with VP Vizzini discussing what goes into a budget, and also examine some of the topics from the ACCT Conference in Las Vegas.

Dr. Diaz gave the Foundation Report. She encouraged everyone to attend the Governance Awards ceremony the following day to celebrate the distinguished faculty and staff at the College. She reported that the Annual Fund campaign was ongoing and outreach was being made to faculty and staff, and she thanked them for their very generous contributions. Dr. Diaz announced the College would participate as a flagship sponsor for the Making Strides Against Breast Cancer Walk on October 22, held for the second year in a row at the Eastern Campus, where the admissions staff would be handing out sunglasses. She reported they had also been at the Jones Beach event the week before, and with 60,000 people participating, it was a tremendous opportunity for the College whose brand was on all the publications and marketing material. She stated the proceeds for that event come to the Foundation, and they are in the process of endowing a Breast Cancer Survivor and Caregiver Scholarship, which they anticipated would be first distributed next year.

Chair Sanders combined the Chair's report with the Executive Committee report. She said the Executive Committee had reviewed the agenda, structure, and resolutions for the Board meeting, and also discussed the structure of that very busy day, the day of the LRC ribbon cutting. She praised Dr. McKay for keeping things flowing so smoothly. The Chair reported she had several sidebar meetings with the Chancellor, whom she met for the first time, about how SUNY can help the College, and how they are using Suffolk as a model. The Chair said they were recognized at their last meeting upstate with Kevin Peterman as being the model group in terms of the relationship between President and Trustees, that many of the other colleges there were saying how difficult it was for them to get facility projects through because that relationship was lacking. She said she wanted to make sure to keep that relationship, and stated the Chancellor is open to continued dialogue as the College moves on to its next projects.

The Chair reported she had been getting a lot of calls from the community regarding the new Facilities Use Policy, with complaints about the cost. She stated it was important to tighten control of the use of the facilities in these times of terrorism, and to mitigate expenses, and that with our waiver policy we are actually partnering with the people who are part of the College, to the benefit of the students. She said she felt that once people get used to the new policy and learn how to partner with us, things will go more smoothly. She urged the Board to hold the November 16 date on their calendars for the Retreat.

Chair Sanders addressed the disaster relief topic brought up at the Governance Committee meeting, and how it could be integrated with Board policy, to ensure that the College remains sensitive to that population that may be in a difficult situation. Dr. McKay added that the legal department would also be looking at the risk mitigation aspect, and asked that Mr. Petrizzo have a facilities group and risk management group work with Trustee Canary on that as well. The Chair also reported on the Women in Manufacturing Conference she attended at the Grant

Campus, stating it was a great conference and well-attended and proof that manufacturing still can offer career paths for our students.

Chair Sanders moved on to the President's report. Dr. McKay began by thanking David Quinn and Kevin Peterman as well as the faculty, students and staff that advocated before the legislature for the new Learning Resource Center that the meeting was now taking place in. He thanked the Board, as well, for attending the ribbon cutting ceremony just before the board meeting and added it was a wonderful day for the entire College community.

Dr. McKay reviewed upcoming new construction. On the Grant Campus through the capital programs, the Renewable Energy STEM Center construction was underway. The STEM Center will focus on wind, Geo Nano, solar, cyber security, energy management programs and will have room for the College's faculty to work with faculty at Stony Brook at the same time. Also on the Grant campus, the Plant Operations building will be repurposed for the Center for Social Justice and Human Understanding's use. The Eastern Campus will also have a new building for the Plant Operations department that will replace the current building which is in deplorable condition. The Greenhouse on the Eastern campus will be upgraded; the building is tied to several programs in the sciences. Dr. McKay then thanked Ben Zwirn, Kevin Peterman and the faculty and students who go before the legislature and advocate for the funding of such projects.

Dr. McKay reported that on October 30th and 31st, the Achieving the Dream coaches will be visiting the College. The coaches will meet with the ATD team to review the four goals that are linked with the Institutional goals as well as the President's goals, and will update the Board with the progress of the team at the December meeting.

Dr. McKay asked Dr. Lauren Tacke-Cushing to give an update on Middle States. Dr. Tacke-Cushing said that upon the Board's approval of the resolution approving the current version of the Middle States report, they will be sending it to Dr. Steven Rose who is the College's team chair. Dr. Rose will be visiting the College on November 7th, and will give feedback on the current report at which point the College will still have an opportunity to fill in any area that he thinks should be addressed prior to the evaluation team visit in March. The Middle States team is currently working on the logistics for not only the visit on November 7th, but also for the full team visit on March 18th through March 21st.

Dr. McKay then asked for Dr. Paul Beaudin to give an update on Achieving the Dream. Dr. Beaudin said that the College is in its second year of Achieving the Dream. During the first year they did a lot of work looking at the data. During years two, three and four they will begin to examine and look at procedures and policies that might be modified to be more supportive of student success for all. Dr. Beaudin said that it was his dream over the summer that they would create a video that would talk from the perspective of both students and faculty about the Achieving the Dream process. He thanked Drew Fawcett, Lauren Liburd and Paul Turano for their masterful work in which they were able to work with faculty and students to produce the video. *[Whereupon there was a video presentation]*. Dr. Beaudin concluded by again thanking everyone who was a part of producing the video and said he would be able to give a more updated report on the October 30th and 31st visit.

Dr. McKay announced that for the very first time in the history of Suffolk County Community College, the College will now have a radio station. The radio station will launch on November 15th on the Ammerman Campus. The radio station includes an editing lab and is now being staffed by students. The radio station will be an online web-based streaming radio program and is part of the curriculum.

Dr. McKay then thanked Chair Sanders and Trustee Canary for attending the Women in Manufacturing Conference held at the College. He noted there was over 219 people in attendance, and 93 high school students looking into the manufacturing and technical fields. Several elected officials were also in attendance, and the College received good news coverage in Newsday regarding the conference.

Dr. McKay then invited Dave Macholz, Academic Chair for the Automotive Department, to give an update on the automotive program. Professor Macholz said the program will celebrate its 30th year this year. Since taking on the role of Academic Chair, he has been in contact with many manufacturers such as Fiat Chrysler, Subaru and most recently Audi. With the 30th year of the Automotive Department, he is working with Sylvia Diaz to celebrate industry partners at the Foundation Gala on May 3rd, 2018.

Professor Macholz said that every semester the department meets with industry advisory boards. One of the things they learned from the meetings was there was a need for people other than technicians within their businesses. The College has since then created an Automotive Business Degree Program that is currently being reviewed by Governance. Also, the automotive collision industry has sought out the College, Honda in particular. He added that there is an organization called ICAR that is the certifying group for all collision shops on Long Island and nationally. ICAR would like to partner with the College. ICAR is affiliated with companies such as 3M and Dupont, in the automotive collision sector that want to come and be a part of the College and build a transportation center on Long Island. Professor Macholz thanked Dr. McKay and Dean Lundburg for their support and inspiring the vision to continue to have those conversations with industry leaders.

Trustee Lilly asked Professor Macholz how many students can the College accommodate in the automotive repair program. Mr. Macholz replied the automotive building was built 20 years ago to accommodate two programs, and they are currently running five. He noted that Ford Motor Company wanted to come and create a full blown program; however their hesitation to doing so was that the College does not have space for it. There is a need for growth with the program at capacity. Dr. McKay added that because of this need and opportunity to expand the department, this will likely be the only capital program the College will advance for consideration and approval by the Board. Trustee Morgo added that such an expansion would help the College's enrollment.

Dr. McKay then thanked Dr. Jeff Pedersen and his entire team for the work they did to upload the College's IPED report earlier in the week. Dr. McKay noted that the Excelsior Program had 5,323 high school students and gave credit to Dr. Beaudin and Ms. Deborah Wolfson for their work in the high schools to promote the College's Excelsior program, where students take credits

in high school and then when they graduate, they can count those credits towards their diploma at the College.

He added that enrollment for online courses is also up by 9%. The College just finished a review of the online programs, and is putting into effect some of the requirements that were found during the review. The goal is to offer more online degree programs; right now the College only offers one. The College's ESL and ELL student programs are also up by 5% this year.

Dr. McKay then introduced Executive Dean of the Ammerman campus, Wes Lundburg to give an update on work that was done on the Ammerman campus during the summer to improve and enhance the teaching and learning environment.

Dean Lundburg began his presentation by introducing himself and giving a brief description of his work experience and educational background. He then reviewed his administrative team and staff on the Ammerman campus. Dean Lundburg then reviewed the student population on the Ammerman campus. There are 15,343 students, 6,800 are full time, 8,500 part-time, and the average class size is 23. There are just over 2,000 weekend students and 3,200 online students.

One of the things that he is working on with Dr. Pedersen and Dr. Adams is looking at trends in enrollment and what areas the Ammerman campus should focus on. Enrollment has been steady over the last two years. The breakdown shows that male students have increased, and female students have decreased. They are working to identify some possible reasons for this and ways to increase retention.

Dean Lundburg then shared some of the Ammerman campus's operational plan initiatives. The operational plan initiatives are linked to the institutional goals as well as the mission of the College. Currently the Admissions office is working on a readmission project. They have identified 75 students from the spring semester that did not reenroll. They plan on contacting all 75 students with the target of getting 25 of those 75 readmitted by January. He hopes to report in February that they were able to accomplish getting the 25 readmitted. Some other initiatives include: the Minority Leadership Academy and SAAB (Student African American Brotherhood); the Accelerated Learning Program (ALP); the new Radio Station program; and Information Technology Literacy.

His goals for the next two years for the Ammerman campus include improving communication; organizational analysis; increased engagement among faculty, administration and staff; new academic programming; student engagement through a call center; focus on retention; improving accessibility and interactions with students; and campus building improvements.

Lastly, Dean Lundburg proceeded to review and show photos of some of the campus facilities and grounds. Some of the improvements on the campus include: the reconfiguration of the driving and parking around the Ammerman Building; increased landscaping efforts; the redesign of the traffic circle; restriping of parking lot five; repaving of sidewalks; a connection driveway between lot five and lot four; new front doors for the Brookhaven gymnasium; the renovation of Keiling hall; and the internet radio station. The campus has renovated the cafeteria area and recently opened a Starbucks and Moe's in the Babylon Student Center. Other departments that have received improvements are the Art department, Admissions, EOP, and Career Services.

Projects in the works are a concrete project to repair walkways and stairs throughout the campus and a review of the building generators.

Dr. McKay thanked Dean Lundburg and his entire team, as well as the plant operations department noting that much of the work was done in-house. He noted the Eastern campus would be giving an update on their campus at the December meeting. Lastly, Dr. McKay discussed the academic alert system within Banner. The early alert in Banner notifies when a student is trending to potentially fail a course, and allows the College to provide the student assistance to improve his/her grade. This past spring semester 33% of the students who were identified through the academic alert tool would have potentially received a grade of D or F. After meeting with a counselor and/or faculty and getting the assistance needed, their grade moved up to a C.

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Chair Sanders called for round table discussion. She asked Trustee Morgo to summarize what he learned from the ACCT Conference he recently attended. Trustee Morgo drew attention to the notes he had transcribed from the conference and sent to the Board, and encouraged them to read them. He affirmed that the College is on track with many of the recurrent trends and initiatives discussed, including its Finish Strong initiative for completion, and Achieving the Dream for student success. He stated nearly everything discussed at this Board meeting had some connection to the conference. He pointed out it is a national convention with over 1500 participants, making it difficult to determine which workshops or presentations are relevant, as there is such a diversity of and difference in culture, local governance and funding mechanisms.

Trustee Morgo reported he attended a session called Proven Approaches to Securing Needed Revenue which addressed fundraising and how it affects the Operating Budget, and learned how scholarships, while necessary and helpful, don't help the Operating Budget. He said he focused mainly on budgetary issues as well as governance issues, and relayed that a clear message that came out of governance repeatedly is that trustees need to understand the College's mission and its policies, state what outcomes they want to see, but leave the means to the end up to the CEO - to the President.

Trustee Morgo mentioned one theme that came up several times--that in education, shiny objects often get a lot of attention. He questioned the wisdom of choosing Las Vegas and Hawaii as venues for the convention, so attractive as destinations, but so expensive for the poorer counties. In addition, a session on retreats contained good information on what should be included in these events, summarized in his notes. He asked everyone to read and comment on his notes, and repeated that the Budget and Finance Committee was going to look at ways to apply some of the things he learned.

Chair Sanders thanked him for sharing information with the members not able to attend, and moved to the Public Comment session, introducing Candace Gomez, an attorney with the law firm Bond, Schoeneck and King which serves as general counsel to the Brentwood Union Free School District.

Ms. Gomez spoke about the massive development called Heartland Town Square that has been approved to be built on the Pilgrim State Hospital site, very close to the Grant Campus. She stated a project of this scale is unprecedented for this area and the Brentwood School District has significant concerns regarding the substantial negative impact that Heartland will have upon the District and upon the community as a whole. She pointed out that a major concern is that the College was not contacted during the State Environmental Quality Review Act process, and that no plan has been put in place to mitigate the impact of the increased traffic and construction interference.

Ms. Gomez stated she respects and understands that the College may have different viewpoints on the project, but that as neighbors and community partners who will both be significantly impacted by Heartland, the Brentwood School District hopes to open a dialogue with the College with the goal of collaboratively voicing their concerns.

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Chair Sanders requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, the terms of a contract, matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation and the proposed lease of real property. Trustee Lindsay Sullivan so moved, Trustee Murray seconded, and the motion was approved unanimously.

With no further business after the Executive Session the Board of Trustees meeting was adjourned at 5:54 p.m.

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The Board of Trustees was adjourned at 5:54 p.m. The Board of Trustees next meeting is December 7, 2017 at 4:00 p.m. in the Board Room of the Learning Resource Center, on the Grant Campus in Brentwood, New York.

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Respectfully submitted,
Gordon Canary
Secretary