

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
LECTURE HALL, MONTAUKETT LEARNING RESOURCE CENTER
EASTERN CAMPUS, RIVERHEAD, NEW YORK
MARCH 19, 2020

The meeting was held on Thursday, March 19, 2020 at 4:00 p.m. in the Lecture Hall of the Montaukett Learning Resource Center on the Eastern Campus, in Riverhead, New York.

PRESENT:

E. Christopher Murray	Chair
Jim Morgo	Vice Chair
Shirley Coverdale	2 nd Vice Chair
Gordon Canary	Secretary
Theresa Sanders	Trustee <i>(via teleconference)</i>
Gemma deLeon-Lopresti	Trustee <i>(via teleconference)</i>
Belinda Pagdanganan	Trustee <i>(via teleconference)</i>
Kevin O'Connor	Trustee <i>(via teleconference)</i>
Priscilla Zarate	Trustee <i>(via teleconference)</i>
Kaitlyn Gambina	Student Trustee
Louis J. Petrizzo	Interim President
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Dr. Mark Harris	V.P. for Business and Financial Affairs
Paul Beaudin	V.P. for Academic Affairs
Christopher J. Adams	V.P. for Student Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Angelica Rivera	A.V.P. for Employee Resources

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

The Pledge of Allegiance was led by Trustee Canary.

Chair Murray thanked everyone who was present for participating given the unusual circumstances due to the COVID-19 virus.

Chair Murray called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:02 p.m. Trustee Coverdale so moved, Trustee Morgo seconded and the motion was approved unanimously.

Chair Murray called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:08 p.m. Student Trustee Gambina so moved, Trustee Morgo seconded and the motion was approved unanimously.

Chair Murray requested a motion to approve the minutes of the February 19, 2020 Board of Trustees meeting. Trustee Morgo so moved, Trustee Gambina seconded. The motion to approve the minutes was approved unanimously.

Chair Murray introduced Dr. Mark Harris, Vice President for Business and Financial Affairs, to present the College Budget and Financial report. Dr. Harris reported that for fiscal year 2020, the projection is the same as last month, where they are projecting a deficit and a use of the fund balance of \$1.185 million. The calculation for that is a result of the revenue loss of \$2.84 million dollars. However, the College has also been able to reduce its projected costs by \$5.76 million. He noted that the original budget included a \$4.1 million dollar use of the fund balance, however due to the College's cost mitigation efforts, even though there was a loss of revenue, the College will be able to reduce the use of the fund balance to \$1.185 million. These projections do not include any potential negative impact due to the COVID-19. The College is in the process of collecting data to better understand what some of the unfunded mandates will be and what the impact maybe to the College. Currently, the College, in conjunction with SUNY, is collecting the data and submitting it to them. At some point they may or may not be able to reimburse the College, however right now SUNY wants to get a sense of what the unfunded cost to the College is. Dr. Harris reminded the Board that at the last meeting for fiscal year 2021, there was a projected deficit of \$10.2 million. Since then, they met with all the divisions, looked at all the projected costs, focusing on fixed cost as well variable cost, and then recalculated what that estimated fund balance use would be for fiscal 2021. They were able to reduce that number by \$2.1 million, and the College is now projecting a \$8.1 million deficit for fiscal year 2021. The College also made some changes to the projections for enrollment. Before, the College was projecting a 3.1% reduction in enrollment revenue; they have revised that number to 3.8%, however the College does not have any idea what the impact will be of the COVID-19.

Dr. Harris then reviewed the resolutions with financial impact. Item one is the Suffolk County Employee Health Insurance shared service of \$3.73 million. He explained that this month is a little higher than previous months because when they requested the payment in January, they were using the old rates. They have since made an adjustment for the shortfall in January; going forward, the estimated payment to the County is \$2.843 million. Item two is requesting the approval for a budget transfer of \$100,000 to cover the payment to Cenergistic, the College's energy partner. The College has seen a cost savings in the electric and utility bill of about \$150,000. Based on the contract, they share in some of the savings the College gets.

Trustee Morgo asked if the contract with Cenergistic will be renewed after it ends this academic year, noting the College can do the savings on their own now without their assistance. Dr. Harris said, yes, that is what the College is considering, because the

savings the College is getting now is because of behavioral changes they have been doing for the past three years and we will continue those efforts.

Chair Murray commented that for the past year the College was anticipating using \$4.1 million of the reserve fund balance, and now that estimate has gone down to \$1.185 million. The prior year, the College budgeted a similar significant amount for use of reserves, and, in fact, about \$600,000 was actually paid back to the reserves. He said there was a great deal of credit to be given to the administration in dealing with the expenses, and that in this day and age with all the expenses and difficulties in enrollment and the various issues that the College has faced, he thinks this is a very amazing accomplishment. Chair Murray added that given the uncertainties of what's going on with the coronavirus, it was a good thing the College was in a pretty good financial position to weather the storm, and he again thanked Interim President Petrizzo and the administration.

Interim President Petrizzo thanked Chair Murray, and thanked all the members of the cabinet and the administrative team, saying it was a team effort. He said everybody has pitched in to make suggestions on cost reductions, there were cabinet meetings where many of the members submitted their ideas for efficiencies. They took the best of them put them into effect and it's produced the results they have seen. The cabinet continues to work in that vein and are very mindful of the precarious financial situation today and going forward.

Before moving onto the approval of the resolutions, Interim President Petrizzo asked AVP Rivera to give a brief presentation on the AME contract which was one of the resolutions before the Board for approval. AVP Rivera reviewed the details of the contract. The AME contract is for the years 2017 to 2024 covering all AME blue collar, white collar and college aide employees.

Most recently, the College provided an update to the legislators. In the contract for the County, the provisions include both a 12% rate increase throughout the life of the contract. There are a few provisions that are not added in and they are not identical to the County, such as 311 call center provisions and other standby provisions. The College does have some retros to be paid out to AME employees. Those will not be paid out to full-time AME employees until separation. There is a retro that will be paid out to college aides, six days after ratification. There is a longevity provision that is provided, it will be prorated by the month actually worked by the employees. Employees will also contribute to their healthcare insurance which is consistent with all the other unions. Workers' compensation was reduced from 39 weeks to 30 weeks; there is some probation on personal leave for employees based on how many months they work in a year. There will no longer be a recall pay that requires a four-hour minimum, they will only receive pay for hours actually worked. There was also an addition of a voluntary health trust supplemental fund that will be effective throughout the life of the contract. Contributions won't occur until the second year, 2021, and then all the provisions are the same and consistent with what was discussed before.

Trustee Canary asked what the vote was among the membership. AVP Rivera replied that 88% percent of the membership voted to pass the contract. Interim President Petrizzo noted the Suffolk County Legislature on Tuesday considered this contract under a Certificate of Necessity and the vote for approval was 16 in favor and 2 opposed.

Trustee Morgo asked Chair Murray if he could mention something about the College's operating budget and the process, noting that it in no way takes away from the positive things that were said about the administration. He said that with every operating budget that he has seen during formulating the budget, there was always a great deal of upset about using the reserves at all, and there should be because it's not great fiscal policy to dip into your reserves. However, in the last six or seven cycles, he has never seen what was allocated to balance the budget from the reserves actually being used in the next year. Contrast that with the raise in tuition that is always there. He added that there is always a back and forth that the reserves should be at least 10% of the full operating budget, however, the College hasn't been there for a long time. He said it's better to get it from the State partners and County partners but this was going to be a difficult year for that, as well. Chair Murray agreed, saying this year was definitely going to have unusual challenges given the current situation, not only affecting the College but also affecting the County and State. Trustee Coverdale said she just wanted to piggyback on Trustee Morgo's point, with the COVID-19 virus, the State and County are under great pressure and from the projection of 50% on the backs of the students, that projection may, unfortunately, be optimistic.

Trustee Canary asked with the given situation of the COVID-19 virus how that affected the normal timeframe of the College's operating budget process. Interim President Petrizzo said that normally the College's operating budget is due the third Friday in April which usually falls after the April Board meeting. The College is always guessing on the County portion of the budget. This year the College will be guessing on two parts of the budget if the State does not act. The College will make an intelligent projection in terms of what they did last year as it's a best case scenario, and to protect against something less than that should that come to pass. He added that SUNY is keenly aware of the College's situation and they have been attempting to push the leaders of the legislature, less so the Governor, to get some clarification that they can pass on to the community colleges who are in a more precarious position than the four-year institutions. The College will adhere to the deadlines unless the County changes them and will make a projection based on the best information it has available on April 20th.

Interim President Petrizzo noted that there was good news: the College did receive its final payment from the State of New York on state aid. The next issue will come with the County because it's getting close to the period of time where the County runs out of money, and the tax revenues from the second half tax payments that are due on May 31st have not yet rolled in, making it the College's next critical time. However, having received the money from the State, the College is solvent and is able to continue all operations without any difficulty.

Chair Murray called for a motion for the approval of College Resolutions 2020.17 to 2020.20. Trustee Coverdale so moved, Trustee Morgo seconded, and the motion was approved unanimously.

RESOLUTION 2020.17 - 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 \$3,072,783.62 for the month of February 2020 (*Attachment I*) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2020.18 - 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. 2020.19 - Approving a Major Change Order and Amendment to the Contract for the Renovation of Kreiling Hall on the Ammerman Campus

WHEREAS, Stalco Construction, Inc. was awarded a contract ("Contract") to renovate Kreiling Hall on the Ammerman Campus, and

WHEREAS, additional work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of additional roofing, railing, electrical power & data, lighting, plumbing valves, drainage pipe repairs, digital screen

mounts, projector pockets, digital signs, oversized window sills, mold abatement, structural modifications, room modifications and

WHEREAS, at this stage of the construction the College estimates that sufficient contingency funding remains for the unanticipated work to keep this project within budget, and

WHEREAS, including the additional work described herein increases the contract with Stalco Construction, Inc. by more than thirty five thousand dollars (\$35,000.00), thus constituting a major change order as defined in the College's *Procurement Policy*, and

WHEREAS, pursuant to such policy, all major change orders require the approval of the Board of Trustees, be it therefore

RESOLVED, that a change order in the amount of \$84,537.53 to the Contract with Stalco Construction Inc. for additional work to be performed for the renovation of the Kreiling Hall on the Ammerman Campus, is hereby approved, and be it further

RESOLVED, that the College President is authorized and empowered to execute the necessary documentation, as approved by the Office of Legal Affairs, reflecting the change order and the nature of the additional work so authorized.

RESOLUTION NO. 2020.20 - Approving the Agreement Among the College, the County of Suffolk, and the Suffolk County Association of Municipal Employees College White Collar Bargaining Unit, College Blue Collar Bargaining Unit, and College Aide Bargaining Unit

WHEREAS, Suffolk County Community College, the County of Suffolk, and the Suffolk County Association of Municipal Employees ("AME") have reached an agreement covering the terms and conditions of employment for College employees represented in the AME College White Collar Bargaining Unit, College Blue Collar Bargaining Unit, and College Aide Bargaining Unit for the period extending from January 1, 2017 to December 31, 2024, and

WHEREAS, said agreement has been set down in a Stipulation of Agreement (*Attachment III*), and

WHEREAS, said Agreement has been ratified by the AME College White Collar Bargaining Unit membership, the AME College Blue Collar Bargaining Unit membership, and the College Aide Bargaining Unit membership, and

WHEREAS, the College Interim President recommends the approval of this Agreement, be it therefore

RESOLVED, that the Stipulation of Agreement among Suffolk County Community

College, the County of Suffolk, and the Suffolk County Association of Municipal Employees College White Collar Bargaining Unit, College Blue Collar Bargaining Unit, and College Aide Bargaining Unit, annexed hereto as *Attachment III*, be and the same is hereby approved.

Chairman Murray moved to the committee reports and called for the Budget and Finance committee report. Trustee O'Connor reported that the committee met on March 12th at 4:30 pm; also in attendance was Chair Murray and Interim President Petrizzo and members of the cabinet. He recapped what VP Harris reported for fiscal year 2021; the College originally started with a deficit of \$10.2 million and through cost mitigation efforts the deficit is currently \$8.1 million. The budgets projection also includes a County contribution of 2.5%, which he noted was a point of debate, some arguing it should be 2%. The committee also discussed tuition increase and enrollment projections, however, at this point in time the committee has not made a decision. The committee plans to meet again before the Board meeting on April 16th to finalize decisions before presenting to the full Board for approval.

Chair Murray asked for the Student Success report. Trustee Pagdanganan reported the Student Success Committee met on March 11th. Present at the meeting were Trustee Gambina, Trustee Zarate, Dr. Adams, VP Araneo, Dr. Beaudin, and Ms. Wickliffe-Campbell. She said Dr. Adams reported on the preparations and plans being made by the College in response to the coronavirus. He discussed the new volunteer advising effort underway as part of our retention focus. Approximately 100 faculty and administrative volunteers are each being assigned 5 to 8 new students for advising and mentoring ahead of the fall semester. This outreach will also help students who are Liberal Arts and General Studies majors determine a degree that will meet their career goals and work interests. The next retention initiative will seek to bring back students who left the College over the course of the past five years without finishing their degree. Students from this pool who register full-time for fall 2020 and pay their bill by May, inclusive of any financial aid funds, will earn a scholarship voucher covering tuition for a summer course of up to four credits. This will help the College with generating FTE funds and boosting summer attendance. The College has also increased the number of on-line classes, adding 1,000 additional summer seats. Another similar outreach will target students who are Suffolk residents attending classes at another community college in the state. If those students enroll at Suffolk for fall, register and pay, they will also receive a scholarship voucher covering tuition for a summer course of up to four credits.

Trustee Pagdanganan said Dr. Adams distributed signage for the You Belong Here campaign. This campaign is the umbrella program for the task forces that were developed for underrepresented populations, such as undocumented students, LGBTQI, student basic needs and African American students. In an effort to go back and carry a positive message back to the high schools regarding the value of a SUNY Suffolk experience, Student Trustee Gambina said that the SGA has suggested that Suffolk students go back to their high schools and middle schools to talk to students.

She then reported that VP Araneo announced the third and final candidate for the presidential search would be Thursday, March 12.

The CSJHU is working with Census 2020 and SGA on presentations and events. The Center is reaching out to groups and will go into ESL classes and talk about the fear issues related to answering Census questions. The College has applied for grant funds to cover the cost of reaching undercounted census populations.

The Chair asked for the Governance Committee report. Trustee Canary reported the Governance committee met on Monday, March 16th. Also in attendance was Chair Murray, Vice Chair Morgo, Second Vice Chair Coverdale, Dr. Adams, Ms. Alicia O'Connor and Ms. Gail Kenehan. Deputy General Counsel O'Connor and Dr. Adams updated the Committee on recent meetings with the Sons of Italy regarding the 2020 Mother Cabrini Festival. The Sons of Italy has proposed an offer of \$15,000 for the 11-day festival at the end of August. Interim President Petrizzo, DGC O'Connor and Dr. Adams have reviewed the proposal and are recommending a counteroffer of \$20,000, coupled with the College's Office of Student Affairs having a tent and table with information about the College available at the festival, as well as an appearance by Finn, the College mascot. This is only a one-time offer and going forward the Sons of Italy would abide by the College's facilities use policy in effect at that time. Once an arrangement has been agreed upon between the College and the Sons of Italy, it will go to the full Board as a resolution to be approved at an upcoming meeting.

He said Dr. Adams advised the committee that he had started to send e-mails to some of the contacts discussed at the February Governance Committee meeting regarding marketing efforts to publicize use of facilities at the Eastern Campus Health and Wellness Center, however, due to recent events with COVID-19, the efforts have been sidelined. He will resume work on reaching out to all those contacts that were discussed when the COVID-19 situation has been resolved.

It was brought to the Committee's attention that the Monday, June 15, 2020 Governance Committee Meeting is the same day as the Foundation's golf outing. The meeting will be rescheduled and will be on the same day as the Executive Committee meeting, which also will need to be rescheduled. Agenda items for the April Governance Committee meeting include the Mother Cabrini Festival update, update on marketing efforts to publicize use of the facilities and confirming the new June Governance Committee date. Trustee Canary asked Ms. O'Connor if the College had reached out to Mother Cabrini yet with the counteroffer. Ms. O'Connor replied yes and said the College is waiting for their response. Trustee Canary pointed out that the \$20,000 the College hopes Sons of Italy will agree to will be paid directly to the College for the first time. In the past, the payments were made to the Foundation.

Chair Murray asked for the Personnel Committee report. There was no audio response from Trustee deLeon-Lopresti, so he said they would skip and move onto the Facilities & Technology Committee. Trustee Canary said in regards to facilities, he asked for an update on the collapsed ceiling situation at the LRC on the Grant Campus. Interim

President Petrizzo said the repair work has begun on the ceiling. The initial problem was there are some metal fasteners that attach to the ceiling to hold it to the framing above. This part of the construction was done by two different crews. The crew that left did not put all of the metal pieces in place, and the new crew that came in saw a few of them hanging, and thought they all had been done. He added that the ceiling, strangely enough, stayed up for over two years. The completion of the inspection of the rest of the ceiling is scheduled for the following day and all repair work should be completed by next Friday. Trustee Canary asked if these were subcontractors to the main contractor. Interim President Petrizzo replied the College had one contract with the main contractor Copabianco. Trustee Canary asked if there were any financial implications to the College. President Petrizzo said no, the implications were completely on the contractor and pointed out it was a good thing no one got hurt.

Chair Murray asked for the Foundation report. Trustee Pagdanganan said the Board recently met with representatives of the Student Government Association, SGA, where one voiced concerns about unawarded scholarships. The College's Enrollment Management office, together with the Foundation's staff, undertook a comprehensive review of the matter at her request. The analysis revealed that approximately 450 students received scholarship awards totaling \$535,743. Scholarships are generally unawarded for two reasons: 1) No applications are received, and/or; 2) Applicants failed to meet the eligibility requirements. Scholarship programs managed by academic departments require a review of applications and related materials by departmental faculty experts. The committee was advised that a handful of these were unawarded, while 99% of all available funds were, indeed, awarded. The Foundation and the Office of Enrollment Management have addressed this issue and have begun the process of migrating all of these scholarships to the online scholarship system to reach a larger pool of applicants. The Office of Enrollment Management anticipates that each will be available to students through the online scholarship system for the Fall 2020/Spring 2021 award cycle. In the past five years, the Foundation has completed a critical analysis of the scholarship inventory. Donors were engaged to provide support for underfunded scholarships and to ensure those in need of compliance with state and federal discrimination guidelines were revised and eligibility criteria were updated to attract a larger applicant pool of students at the College. She said it was important to note that all new student scholarships were awarded.

Trustee Morgo said he had trouble hearing Trustee Pagdanganan via the teleconference and wanted to confirm what he heard, which was that there was an analysis of all the scholarships to look at unawarded scholarships, and the final conclusion was that 99% of all scholarship restricted money was awarded. Trustee Pagdanganan confirmed that, yes, based on the analysis they had done, 99% percent of all the available funds which is \$535,000, were awarded. Trustee Morgo said that was great and asked what had prompted the study. Student Trustee Gambina said that during the meeting with Student Government, members asked about unused scholarship funds.

Trustee Sanders said she wanted to add some historical context. When the Foundation had historically reported out at Board meetings, some of the data that they have given was that there were scholarships that were not distributed because students weren't applying. She believes the report has been something that's ongoing to try to emphasize connecting students to scholarships. She was very pleased to hear that they are now at a 99%. Trustee Morgo noted that also for historical purposes, the resolution creating the Foundation talked about it being self-sufficient within 20 years of the resolution, and the resolution was in the late '80s. The Board did get a presentation that the Foundation is moving towards self-sufficiency, however, he didn't know where they were at currently and asked to keep this perspective, as well.

Chair Murray noted that Trustee Zarate had joined the meeting via teleconference and asked this to be noted for the record.

The Chair then asked for the Student Trustee report. Student Trustee Gambina said she had attended the Tunnel of Oppression last week; the event was well-attended with 600 students attending over four days. It consisted of four exhibits in regards to immigration, student housing and security, and human trafficking. The exhibit has you walk through and see different stories and videos regarding each issue. That was followed by information sessions where you could sit down with somebody who had actually been through the situation and ask questions. After that, you could go through the Tunnel of Hope which displays ways to create a better future. Student Trustee Gambina said she had also attended the two Presidential Forums for the College's new President. She reported that she met with the Environmental Club on the Ammerman Campus and they discussed bringing a solar tree onto campus. They are now looking into pricing and funding from grants. She said they are now preparing for COVID-19 and they are stocking food pantries. They plan on making study kits for students to take home in case they don't have internet or computer and are just trying to help students during this time. They also hope to be present the Student Government constitution for the Eastern Campus at the next Board meeting which has to be approved by the Board. They are working towards making the constitution college-wide instead of having three different ones for each campus. Student Trustee Gambina said she has been on calls with SUNY ASA, Student Assembly for the State, and thought it was worth noting that they were trying to create a pass or fail system during these times that will not affect your GPA. This would be SUNY-wide. They are also discussing what to do with the student activities fees. This is still in discussion with Student Government and, ultimately, the students will decide where the funds will go.

Trustee Canary asked Student Trustee Gambina if she could give the Board a general feel of the student population as to how they are feeling regarding the COVID-19 virus. Student Trustee Gambina said they are confused; there is not a lot of information. They are doing their best to try and figure out the information they are given. She added that they are hearing different things from SUNY and the campuses. She has been having daily calls with SUNY, trying to figure out what's actually happening.

Interim President Petrizzo agreed and said it is a confusing situation. He said that on his daily calls with SUNY, what they have learned is there is a dramatic difference between the way community colleges operate and the way the four-year institutions operate in the SUNY system. One of the things that the community colleges have tried to stress to the SUNY system and to the Chancellor, is that when they issue their guidance, that they issue it broken out for the community colleges and for the four-year institutions, so that there isn't confusion as to what is applicable to each. He added the information is getting better to understand now that they are clarifying what applies to community colleges separately. Student Trustee Gambina said that she is aware of how much information it is and she appreciates all the work the College administration is doing.

Chair Murray asked Trustee Sanders for a brief status report on the presidential search. Trustee Sanders said the search is ongoing; she appreciates the work of the search committee. Noting that pulling together all the constituencies, internally and externally, and having them work towards a common goal to find a college president for Suffolk County Community College is not easy and she thanked them for their efforts. She added that she was proud of the work being done. She thanked everyone for the support and guidance from the Board.

Chairman Murray gave his report. He thanked the administration for their efforts regarding the coronavirus, noting it was a difficult, evolving situation; then on top of it, having a ceiling collapse in one of the buildings. He said this was obviously a very serious situation but it will be resolved and he was still very optimistic about the College and the ability to move forward and do exciting things, and he applauded the hard work of the administration and the Board.

Chair Murray moved on to the President's report. Interim President Petrizzo reported that he had circulated to the Board the actions that the cabinet took recently with respect to the employees and with respect to alternate work sites and days. He will continue to keep them updated on the developments as they occur. He said the Governor gave the directive earlier in the day to go from 50% employees out of the work place to 25%, adding that the developments are coming out almost faster than they can deal with them. The cabinet had a meeting by conference call earlier to deal with those issues. AVP Rivera and others are working on a process whereby they can come into compliance with the Governor's latest directive, noting they are doing the best they can. He said the employees and cabinet have been great, all recognizing the seriousness of the situation. They recognize that there's a lot of fear among the employees and they are doing their best to let them know that they will be paid in full through the end of March at least. He said hopefully they will be able to come up with some kind of method of operating that they can continue going forward, as well. All employees' medical insurance is in place and secure and paychecks will go out next week. He hopes this can bring some calm to everyone to let them know that the administration is

working in their best interest. For those who are not feeling well, they are telling them to stay home. Those who have issues in their families, they are trying to make arrangements for them, as well. They are doing their best to be mindful of both the College's employees, as well as its students.

Trustee Canary said he echoed the Chairman's thanks and appreciation to the entire administration, all of its faculty and everyone involved in trying to get the College through this. He said that as someone who has been in government for a long time, and in the post 9/11 days, post Superstorm Sandy days, and now dealing with this, it takes on a whole different complexity that is affecting everyone nationwide. He added that he understands the complexity of working remotely and the difficulty involved in serving people remotely. He feels that the College will get through this as it has gotten through other adversities and if there was anything the Board could do to help, individually or collectively for the College, he asked they don't hesitate to call on them. Interim President Petrizzo thanked Trustee Canary and said he appreciates it.

Trustee Sanders said she also wanted to echo her thanks. She had sent the College e-mails last week with questions, and she appreciates their quick response with written documents and guidelines. She thanked Interim President Petrizzo for making sure that the information is transparent and available for everyone.

Chair Murray continued to the Roundtable discussion. There were no comments for Roundtable.

Chair Murray requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of a potential employee at 5:02 p.m. Trustee Morgo so moved, Student Trustee Gambina seconded, and with all in favor, the motion carried.

With no further business to be conducted at the conclusion of the Executive Session, the Board of Trustees meeting was adjourned at 5:02 p.m. The Board of Trustees next meeting is April 16, 2020 at 9:00 a.m. in the Mildred Green room of the Babylon Student Center, on the Ammerman Campus in Selden, New York.

Respectfully submitted,
Gordon Canary
Secretary