

OFFICIAL BOARD OF TRUSTEES MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF TRUSTEES OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 18TH DAY
OF MARCH 2021 AT 4:00 P.M., VIA
ZOOM VIDEOCONFERENCE

PRESENT:

LOUIS J. PETRIZZO, ESQ.,
Interim President

GORDON D. CANARY, Trustee

KAITLYN GAMBINA, Student Trustee

KEVIN M. O'CONNOOR, Trustee

BELINDA PAGDANGANAN, Trustee

THERESA SANDERS, Trustee

PRISCILLA ZARATE, Trustee

E. CHRISTOPHER MURRAY, Chairperson

JAMES MORGO, Trustee/Vice Chairperson

SHIRLEY E. COVERDALE, Trustee/Second
Vice Chairperson



ORIGINAL

1 Board of Trustees, 03/18/2021

2 CHAIR MURRAY: Good afternoon
3 everybody. I would like to call to
4 order the Board of Trustees meeting for
5 the Suffolk County Community College.
6 As always, we would like to start with
7 the pledge, and Gordon, would you lead
8 us in the pledge?

9 [AFTER RECITATION OF THE PLEDGE
10 OF ALLEGIANCE, THE MEETING OF THE BOARD
11 OF TRUSTEES OF THE SUFFOLK COUNTY
12 COMMUNITY COLLEGE WAS CALLED TO ORDER BY
13 THE CHAIRMAN, E. CHRISTOPHER MURRAY, AT
14 4:06 P.M.]

15 CHAIR MURRAY: Thanks, Gordon.

16 At this point I would like to
17 request a motion to adjourn the Board of
18 Trustees meeting and call the Board of
19 Directors meeting to order.

20 Jim, will you make that motion?

21 VICE CHAIR MORGO: I make the
22 motion.

23 CHAIR MURRAY: Gordon, will you
24 second that motion?

25 TRUSTEE CANARY: Trustee Canary

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2 seconding the motion.

3 CHAIR MURRAY: All those in
4 favor?

5 COLLECTIVE RESPONSE: Aye.

6 [WHEREUPON THE MOTION MADE AND
7 SECONDED WAS VOTED ON AND CARRIED. THE
8 MEETING OF THE BOARD OF TRUSTEES OF THE
9 SUFFOLK COUNTY COMMUNITY COLLEGE WAS
10 ADJOURNED AT 4:06 P.M. AND REOPENED AT
11 4:10 P.M.]

12 CHAIR MURRAY: We're back in the
13 Board of Trustees. At this point I
14 would like to request a motion for
15 approval of the minutes of the
16 February 18, 2021, Board of Trustees
17 meeting.

18 Gordon, would you make that
19 motion?

20 TRUSTEE CANARY: Yes,
21 Mr. Chairman, that's Trustee Canary
22 making the motion.

23 CHAIR MURRAY: Theresa, will you
24 second that motion?

25 TRUSTEE SANDERS: Yes, Theresa

1 Board of Trustees, 03/18/2021

2 Sanders, second.

3 CHAIR MURRAY: All those in favor
4 please say aye.

5 COLLECTIVE RESPONSE: Aye.

6 CHAIR MURRAY: Any opposed?

7 (No response.)

8 CHAIR MURRAY: The minutes are
9 approved.

10 [WHEREUPON THE MOTION MADE AND
11 SECONDED WAS VOTED ON AND CARRIED.]

12 CHAIR MURRAY: At this point I
13 would like to introduce Vice President
14 for Business and Financial Affairs, Dr.
15 Mark Harris, to present the College's
16 budget and College's financial records.

17 VICE PRESIDENT HARRIS: Thank
18 you, Mr. Chair and members of the board.
19 To start with the financial report, I'm
20 going to ask Heather Briggs from our
21 external auditing firm to present our
22 Fiscal 20 financial audit, and then once
23 she's done open it up for questions from
24 the trustees.

25 Heather, do you mind?

1 Board of Trustees, 03/18/2021

2 MS. BRIGGS: Thank you, Mark.

3 Good afternoon everybody. I'm Heather
4 Briggs. I'm the principal in charge of
5 the Community College's audit. The firm
6 also does the Association and
7 Foundation. I am not the partner in
8 charge of those, but we do perform those
9 audits as well.

10 I'll share my screen with you so
11 that you can see what I am looking at.
12 I hope everybody can see what is
13 considered the required communications
14 letter on your screen. At the
15 conclusion of the audit we are required
16 by professional standards to relay some
17 information to you all.

18 First of all, we implemented
19 or -- excuse me, the college implemented
20 GASB 95 and that was the postponement of
21 effective dates of certain GASBs due to
22 the pandemic.

23 It also talks to management's
24 estimates on some very big factors,
25 compensated absences, allowance for

1 Board of Trustees, 03/18/2021
2 doubtful accounts, depreciation,
3 post-employment benefits, and then it
4 talks as to where those items can be
5 found within your financial statements.

6 We had no difficulties in
7 performing our audit. No disagreements
8 with management and there were no
9 uncorrected misstatements to report.

10 To move on we'll go over the
11 executive summary. This is what we'll
12 talk about today. The audit of the
13 financial statement, the single audit or
14 otherwise known as the uniform guidance
15 audit, and there was a separate
16 management letter to discuss.

17 So the financial statement audit
18 results, the independent auditor's
19 opinion was unmodified. That's the
20 highest opinion you can receive. What
21 that really means is that your financial
22 statements were -- we agreed that they
23 were free from material misstatement and
24 fairly presented.

25 There is also a report in the

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2 back of your financial statements, the
3 yellow book report or government
4 auditing standards report. Here if you
5 had a material weakness or a significant
6 deficiency of internal control, they
7 would be reported here, and none of
8 those were identified or reported, and
9 there were no instances of noncompliance
10 or other matters to be reported within
11 that letter.

12 Along with that we've done the
13 single audit. You had two major
14 programs this year, student financial
15 aid cluster which we tend to do each
16 year. It's very, very large, and then
17 the CARES Higher Education Emergency
18 Relief Funds or HEERF funds were audited
19 as well.

20 Again, an unmodified opinion was
21 given in compliance with those major
22 programs, and there were no internal
23 control material weaknesses or
24 significant deficiencies to report over
25 the directed material compliance

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2 internal controls. The college did
3 qualify as a low-risk auditee.

4 And just some key points that we
5 can touch in your financials. You will
6 notice that your revenues were stable
7 but certain ones were increased and
8 decreased.

9 The federal dollars went up and
10 that was really related to the HEERF
11 funds that were received. Tuition was
12 slightly lower than the previous year
13 and also the state government
14 sponsorship, our government monies, was
15 a little lower this year due to the
16 holdback of the 20 percent from New York
17 State. So you will notice that with
18 your revenues, but overall it was very
19 little change.

20 And in your expenditures I would
21 say the key increase would be your OPEX.
22 The liability itself went up about 53
23 million. This is a direct result of the
24 decrease in the discount rate. There is
25 an inverse relationship there. So that

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2 would be the key impact in the increase
3 in expenditures.

4 The separate management letter
5 that was attached to the audit report,
6 these management letters are items for
7 your consideration or things that came
8 to our attention that we believe we
9 should let you know about.

10 The one for this year had to do
11 with the withdrawal students and the way
12 that they have gotten calculated on the
13 Banner system for unofficial
14 withdrawals. There was an issue with
15 the Banner software, the college's
16 computer program, and it caused some
17 students in the '19 fall semester to be
18 calculated incorrectly.

19 And this was caught by the
20 college's internal controls and they
21 worked with Banner to have a work-around
22 so those students who are unofficial
23 withdrawals may need manual calculations
24 to help insure that their title four
25 refunds are correct.

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2 So we understand in our
3 recommendation that the college is doing
4 something to address this issue. We
5 just also recommended that they might
6 want to use the 50 percent attendance
7 rule that higher ed has recommended.

8 Any questions?

9 CHAIR MURRAY: Does anyone have
10 any questions?

11 (No response.)

12 CHAIR MURRAY: If not, thank you,
13 Heather. It seems like a very good
14 report for our school and I thank Mark
15 and his staff, given a very clean audit,
16 that is a good thing for us.

17 VICE PRESIDENT HARRIS: Thank you
18 very much Heather, and Mr. Chair, as I
19 mentioned in the committee meeting we
20 had with these types of audits, they
21 require a substantial amount of manpower
22 and time just to pull the documentation
23 and also to do the analysis of the data
24 that we pull and then present it to them
25 in this form.

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2 And for us it's a sense of pride
3 that we were able to get through this
4 financial audit especially given the
5 challenge we had due to the coronavirus,
6 but we did have various members from
7 different departments working to put it
8 together in conjunction with Heather.

9 And special thanks to my
10 Associate Dean for Financial Affairs
11 Sara Faleeni (phonetic) for leading this
12 charge so we can have an unmodified
13 financial report for Fiscal 2020. I
14 would like to thank everyone for working
15 this audit.

16 Just to continue the financial
17 report, so in terms of the audit itself
18 just a couple of key points I would like
19 to add. At the end of the audit we were
20 successful in adding about 4,980,000
21 towards the fund balance which then
22 pushed our end balance for Fiscal 2020
23 to about \$20.8 million.

24 What I would like to point out
25 specifically is that when we talk about

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2 our fund balance, we're always talking
3 about a net position at a specific
4 period of time, and it's not always the
5 situation where we have that cap in hand
6 that represents what that financial year
7 audit would give to us.

8 As Reather mentioned, our net
9 revenue increased about 1.5 percent and
10 part of the reason for that is we had
11 some upside with the CARES Act fees
12 reimbursements and some funds that we
13 were provided to other stakeholders,
14 students specifically.

15 Additionally because of the cost
16 mitigation efforts that were put in
17 place as a result of COVID, we were able
18 to redeem some of your operating costs
19 or variable cost but because of the
20 transition from face-to-face to online,
21 we also saw some reduction in our
22 salaries because of the number of
23 sections that were reduced as well as
24 some retirements and resignations that
25 really helped us to offset some of the

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2 revenue losses.

3 Our greatest point is really the
4 largest decrease in terms of percent is
5 the variable expenses for about 7.87
6 percent so that really helped us a lot.

7 In terms of our cash flow, when
8 we spoke we were still unsure as to when
9 we would have gotten the 20 percent
10 holdback from SUNY. As of this morning
11 we did receive the 20 percent holdback
12 for Q4 of Fiscal 20, Q1, Q2, and then we
13 got the full amount for Q3 of Fiscal 21.

14 However, what the State did was
15 they reduced our overall allocation for
16 Fiscal 21 by 5 percent. So our
17 allocation from the State for Fiscal 21
18 will be reduced by \$2.5 million. So the
19 net of those holdbacks is \$5 million
20 that we received in cash.

21 In terms of HEERF we also
22 indicated that we did not receive final
23 guidelines especially in dispersed to
24 the student side of the funds. We did
25 receive guidelines from SUNY this week,

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2 however, there are still some questions
3 on how the funds can be distributed
4 based on the formula that they have
5 established and required that all
6 community colleges and also State owned
7 operating colleges abide by.

8 So we're still trying to decipher
9 what that really means for our students
10 and how we give that money to students
11 that are in need. So once we have
12 developed our COVID data in determining
13 the number of students and the exact
14 base amount that the students get, at a
15 later date we will show you what that
16 disbursement would be for the students.

17 In terms of our Fiscal 21 budget
18 updates, we are trending in a positive
19 direction with respect to reducing costs
20 primarily because what we have seen is a
21 significant reduction in our enrollment.

22 When we reported out for Fall 20
23 we reported that our enrollment was down
24 about 8.5 percent. As of census date
25 our Spring 21 was down about 17.8

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2 percent. So this is about 12.5 percent
3 worse than the normal regression trend
4 which is normally 5.3 percent. So you
5 can imagine what the revenue loss is.

6 So as the mitigation effort
7 continues, we're looking at the variable
8 costs. We're looking at those budget
9 lines specifically in terms of personnel
10 based on resignations and retirements so
11 that we can offset some of the
12 significant revenue loss especially with
13 respect to Spring 2021 which has
14 suffered the largest for this semester.
15 And when we look at the five-year trend,
16 it has been the largest the college has
17 seen in any one semester.

18 And then finally in terms of
19 budget, our Fiscal 22 budget, we will be
20 meeting with the budget and finance
21 committee this week, tomorrow actually,
22 to really present a preliminary based on
23 our assumptions.

24 Putting together some numbers
25 based on what we were guessing our

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2 enrollment will be based on what we're
3 seeing, based on what we're hearing, and
4 then additional trends out there to see
5 how best to project what those numbers
6 will look like, have a discussion with
7 the budget and finance committee
8 members, get some recommendations, and
9 then meet with members from the budget
10 team and refine that number and then
11 present our Fiscal 22 budget to the
12 board in the upcoming month.

13 Before I move on to the
14 resolutions, I would just like to pause
15 and see whether or not there are any
16 questions with respect to the
17 information.

18 VICE CHAIR MORGO: Mark, I have
19 some questions.

20 VICE PRESIDENT HARRIS: Sure.

21 VICE CHAIR MORGO: First of all,
22 I apologize that I wasn't able to make
23 the meeting on Monday. The executive
24 board had a hellish work week. I can't
25 believe it.

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2 Just to be clear, the State
3 restored the 20 percent you said, but
4 they decreased our allocation by 2.5
5 percent for Fiscal 2021; is that right?

6 VICE PRESIDENT HARRIS: No. So
7 the first part first. They reduced our
8 Fiscal 22 allocation by 5 percent which
9 is approximately \$2.5 million. They did
10 give us the 20 percent holdback.

11 So they pretty much gave us the
12 holdback of 3 quarters, but then they
13 penalized us or reduced our total year
14 allocation by 5 percent. So the net
15 impact is just really cash for 2 of the
16 quarters that they held back.

17 VICE CHAIR MORGO: So are they
18 reducing the allocation for all of the
19 community colleges across the State?

20 VICE PRESIDENT HARRIS: That is
21 my understanding that all the community
22 colleges will suffer that 5 percent cut.

23 VICE CHAIR MORGO: Have they
24 shared that with the State legislators?
25 Do you know?

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2 VICE PRESIDENT HARRIS: That I'm
3 not sure.

4 VICE CHAIR MORGO: Would you
5 know, Gordon?

6 TRUSTEE CANARY: I haven't heard
7 that. That doesn't mean it didn't
8 occur. I would have to check with my
9 people.

10 VICE CHAIR MORGO: It sounds
11 unilaterally they're decreasing our aid.
12 That sounds -- it's one thing to have a
13 holdback. It's quite another thing to
14 decrease the amount of aid.

15 So I'm moving on, Mark. So as of
16 the census date now we have a hard and
17 fast figure. We're down 17.8 percent in
18 enrollment; is that right?

19 VICE PRESIDENT HARRIS: That is
20 right as of the census date.

21 PRESIDENT PETRIZZO: We're down
22 that in FTEs not in head count.

23 VICE CHAIR MORGO: Which has an
24 effect obviously on our State aid. We
25 don't know how that compares to

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2 community colleges across the State, do
3 we?

4 PRESIDENT PETRIZZO: Mark, go
5 ahead.

6 VICE PRESIDENT HARRIS: Not in
7 terms of FTE, the actual absolute FTE,
8 but in terms of percent that has been
9 the trend for community colleges in the
10 SUNY system.

11 VICE CHAIR MORGO: Lou makes a
12 good point. It might be misleading to
13 use that 17.8 because so many of our
14 students are nontraditional that they
15 are not FTEs and they are part-time. So
16 I think when we talk about it we have to
17 be a little bit careful to add what Lou
18 just added.

19 Do you know -- this is my third
20 question, Mark. Do we have any idea at
21 this time how we're going to do under
22 the American Rescue Act that recently
23 passed and signed by the president?

24 VICE PRESIDENT HARRIS: When you
25 say how we're going to do in terms of?

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2 VICE CHAIR MORGO: What kind of
3 revenue are we going to get from it?

4 VICE PRESIDENT HARRIS: Based on
5 the preliminary numbers that we have
6 received, our total allocation including
7 the student portion is about \$45
8 million, however, approximately \$23
9 million has to go directly to students.

10 VICE CHAIR MORGO: That's similar
11 to the CARES Act where the money had to
12 go directly.

13 PRESIDENT PETRIZZO: No. It's
14 much more.

15 VICE CHAIR MORGO: No, I mean
16 it's the same kind of thing that some of
17 it had to be marked, go directly to
18 students.

19 It looks like 45 million to the
20 college with 33 million going to
21 students. Is that what you said?

22 VICE PRESIDENT HARRIS: \$23
23 million.

24 VICE CHAIR MORGO: 23 million.

25 PRESIDENT PETRIZZO: A little

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2 more than half.

3 VICE CHAIR MORGO: A little more
4 than half. What about the other half?
5 I'm sure we don't have flexibility in
6 using that, do we?

7 VICE PRESIDENT HARRIS: Right now
8 we have not even received the guidelines
9 for HEERF II. So we suspect later this
10 year we may get some guidelines for the
11 Emergency Recovery Act.

12 We're still waiting for final
13 clarification and even the student side
14 of HEERF II, we're not sure when we will
15 get the guidelines for the institution's
16 side for HEERF II.

17 However, one of the things that
18 we know that we must do as an
19 institution is do at least a partial
20 drawdown of those funds no later than
21 April 17th I think the day is or risk
22 losing that money.

23 VICE CHAIR MORGO: We can't do
24 that. It seems obvious that that will
25 have an impact on our '22 budget. That

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2 \$22 million for the institution and the
3 \$23 million regarding the students. It
4 must be difficult because you're flying
5 kind of blind because you don't have the
6 guidelines for using it.

7 Did they give any indication
8 when? Because we have to get our budget
9 over to the County in April.

10 PRESIDENT PETRIZZO: Jim, let's
11 just back up. We're talking about
12 essentially the CARES Act II money and
13 we're not even talking about the bill
14 that recently passed in the Biden
15 administration.

16 So we don't have guidance on
17 CARES Act II, for lack of a better term,
18 dollars with respect to the
19 institutional portion of those funds,
20 what we can use them for and what we
21 can't use them for.

22 We had a webinar this morning on
23 the student grant portion of those funds
24 and SUNY has determined that we would
25 use 97 percent of that money for Pell

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2 eligible students and only 3 percent of
3 that money can go to other students,
4 students who are not Pell eligible.

5 When we asked them where did that
6 formula come up with, is that in the
7 CARES law? They indicated no. That is
8 our decision. We decided that is how
9 we're going to divide up the money.

10 So there is some concern from all
11 of the college presidents that the
12 allocation of those funds in that manner
13 may not be the most fair or efficient
14 way of doing it.

15 I mean we all agree and
16 understand that Pell grant students need
17 to have a preference and need to have
18 more skin in the game, more money going
19 to them, but the idea of cutting out
20 everybody else essentially is something
21 that I think some of the college
22 presidents are not very comfortable with
23 at this point.

24 So when Mark said there is going
25 to be additional discussions around

1 Board of Trustees, 03/18/2021

2 that, that's where the discussions will
3 happen. It's really a question of why
4 SUNY is doing this, how they came up
5 with these numbers, and what's the
6 justification for that? We did not get
7 that this morning.

8 VICE CHAIR MORGO: I understand.
9 As far as the American Rescue Act, you
10 haven't even started getting guidelines
11 for that.

12 PRESIDENT PETRIZZO: Nothing on
13 that. That would be, for lack of a
14 better term, CARES Act III, and we
15 haven't seen a penny from CARES Act II
16 yet.

17 VICE CHAIR MORGO: So that \$45
18 million that you and Mark talked about,
19 that is all, to use your term, CARES Act
20 III?

21 PRESIDENT PETRIZZO: Correct.

22 VICE PRESIDENT HARRIS: Correct.

23 VICE CHAIR MORGO: And we have no
24 idea how that's -- what the regs are
25 going to be, how it's going to be

1 Board of Trustees, 03/18/2021

2 allocated?

3 PRESIDENT PETRIZZO: That's
4 correct.

5 VICE CHAIR MORGO: You guys --
6 the budget is going to be a lot of
7 speculation let's say I would think.
8 Most budgets have a lot of speculation
9 but nothing like this.

10 PRESIDENT PETRIZZO: Yeah. There
11 is going to be quite a bit of
12 speculation involved in the budget but
13 we're confident that by mid April we'll
14 have some clarification on some of these
15 issues, certainly on the State budget
16 and what will be in store for us there.

17 Perhaps not so much on the County
18 side, but maybe we'll have some better
19 idea of what we can do with CARES Act II
20 money and factor that into the equation
21 as well.

22 VICE CHAIR MORGO: The only thing
23 I can think of that's good news is we're
24 not alone and there are going to be
25 plenty of other community colleges

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2 having to wrestle with the same thing.

3 PRESIDENT PETRIZZO: Absolutely,
4 absolutely.

5 One thing I would just like to
6 highlight, and Mark talked in terms of
7 adding \$4 million to our fund balance,
8 you authorized us to use I believe
9 4 million last year out of the fund
10 balance to hold the line on tuition.

11 So not only were we able to not
12 use that 4 million, but we added 4
13 million to the bottom line. So that
14 really was an \$8 million swing based on
15 just fund balance changes alone.

16 So it was a great job by all,
17 Mark, the vice presidents, all the
18 campus deans that held the line, and you
19 know, took the instruction about the
20 condition that the college was in very,
21 very seriously, and of course our AVP
22 for HR, Angelica Rivera, monitoring the
23 lines basically weekly got us to the
24 point where we were able to save that
25 amount of money. So great job by all.

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2 VICE CHAIR MORGO: It really is
3 remarkable that during a pandemic with
4 the State holding back 20 percent, with
5 enrollment down, that we were able to
6 add to our fund balance.

7 And we talked previously about
8 the savings that households are having
9 during the pandemic and some of the
10 savings are expected but some of the
11 rest are just as you said, Lou, people
12 pitching in and being very fiscally
13 responsible. It's remarkable.

14 PRESIDENT PETRIZZO: It is.

15 CHAIR MURRAY: This is the
16 healthiest fund balance that I have seen
17 since I have been on the board. I think
18 when I moved it was like 16 million and
19 it was starting to go down, and this is
20 by far the healthiest since I have been
21 on the board. As Jim said, it's kind of
22 remarkable.

23 Mark, do you want to continue?

24 VICE PRESIDENT HARRIS: Trustee
25 Zarate?

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2 TRUSTEE ZARATE: Yes. Thank you.
3 I just have a quick question. I just
4 need some clarification. You mentioned
5 we were penalized 5 percent. Where do
6 you see this impact? In what area do
7 you see this being impacted?

8 VICE PRESIDENT HARRIS: Let's
9 just clarify. We were reduced 5
10 percent, not necessarily penalized, but
11 they reduced the allocation by 5
12 percent.

13 One of the things that we did
14 last year because we were uncertain
15 whether or not they were going to pay
16 the 20 percent holdback for Q4, so we
17 worked with our auditor and did a bad
18 debt reserve figuring that the State or
19 the system would not have paid us.

20 So seeing that they have paid for
21 our Q4 and now that they held back
22 5 percent for Fiscal 21, it should be a
23 net zero impact for us for Fiscal 21.
24 That's the way it seems to be hashing
25 out for us.

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2 TRUSTEE ZARATE: Thank you.

3 PRESIDENT PETRIZZO: It may help
4 to understand that money was held or was
5 taken away from us in the prior academic
6 year. So we're essentially done with
7 dealing with that money. We kind of
8 papered over that loss and then
9 proceeded forward.

10 VICE PRESIDENT HARRIS: Okay.

11 CHAIR MURRAY: Any questions for
12 Mark?

13 PRESIDENT PETRIZZO: Maybe we
14 have a question for Heather. Did we do
15 the right thing there?

16 VICE PRESIDENT HARRIS: Okay. No
17 additional questions. I'll just walk
18 through the resolutions.

19 Resolution number 1 or item
20 number 1. There are 2 payments being
21 presented for Suffolk County health
22 insurance. One amount for 3,150,450.96
23 for the month of January and for
24 February \$3.422 million.

25 The 2 bills are slightly

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2 different, February being a little
3 higher primarily because February had 5
4 pay periods each of about \$70,000. So
5 for February it's a little bit high but
6 it will be normalized come March.

7 One key point to note with the
8 premium. Since January our premium has
9 increased \$112 per month per employee.
10 So that means that the total premium per
11 month for employees starting in January
12 moved to \$1,747. That represents a 6.9
13 percent increase in the health premium.

14 Item Number 2, approving budget
15 transfer for operating in the amount of
16 26,318 to assist with the purchase of
17 wide format printer. Taking this
18 approach will help reduce our
19 third-party printing especially with
20 respect to signage related to safety
21 when we have increased capacity on
22 campus but also for other types of
23 printing that we normally outsource.

24 One additional item that I would
25 like to just talk through is last month

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2 the board approved resolution 221.08,
3 delegated authority to the college
4 president to approve budget transfers of
5 CARES and CARISSA funds, and you were
6 provided with a budget transfer
7 reconciliation this month in the amount
8 of \$468,000 and that transfer will cover
9 the cost of 500 Dell laptops for
10 continued support of students, faculty,
11 and staff during the disruption of
12 COVID.

13 And then item number 6 which was
14 presented first which was accepting the
15 independent auditor's report for Fiscal
16 20.

17 Mr. Chair, that is all I have.

18 CHAIR MURRAY: Any additional
19 questions?

20 (No response.)

21 CHAIR MURRAY: If not, at this
22 time I would like to request a motion
23 for the approval of college resolution
24 numbers 2021.09 and 2021.15.

25 Kaitlyn, would you like to make

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2 that motion?

3 TRUSTEE GAMBINA: Kaitlyn

4 Gambina, so moved.

5 CHAIR MURRAY: Belinda, will you

6 second that motion?

7 TRUSTEE PADANGANAN: Belinda

8 Padanganan, so moved, second the motion.

9 CHAIR MURRAY: All those in favor
10 please say aye.

11 COLLECTIVE RESPONSE: Aye.

12 CHAIR MURRAY: Any opposed?

13 (No response.)

14 CHAIR MURRAY: If not, then the
15 motion -- resolutions have been passed.

16 Thank you everybody.

17 [WHEREUPON THE MOTION MADE AND

18 SECONDED WAS VOTED ON AND CARRIED.]

19 CHAIR MURRAY: At this point I
20 would like to go to committee reports.

21 Budget and finance, I understand
22 we're meeting tomorrow; is that correct,
23 Kevin?

24 TRUSTEE O'CONNOR: Yes, we are.

25 CHAIR MURRAY: Do you have

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2 anything else to report?

3 TRUSTEE O'CONNOR: As Jim said,
4 we'll be throwing darts at a board I
5 guess.

6 CHAIR MURRAY: Then I would move
7 on to Student Success, Bell?

8 TRUSTEE PADANGANAN: The Student
9 Success Committee met on March 9th.
10 This month Dr. Beaudin welcomed guest
11 speakers Arlene Jackson, Assistant Dean
12 for Continuing Education, and Lorianne
13 Lueders-Yanotti, the Director for
14 Student Support Services.

15 Dean Jackson spoke about four
16 particular programs, the STEP, the
17 CSTEP, the Tech Higher, and the Senior
18 Academy.

19 The first one of the science and
20 technology entry program called STEP, is
21 a State education department grant
22 funded program that has been running at
23 the college for 35 years. It currently
24 serves 323 students.

25 It is math and science geared

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2 program for underrepresented students
3 from grades 7 to 12. 25 percent of the
4 students in the program choose to come
5 to Suffolk after high school.

6 The program is currently served
7 in 6 school districts; Patchogue,
8 Medford, Brentwood, Longwood, Central
9 Islip, Riverhead, South County School
10 Districts, and the program includes a
11 summer research opportunity with
12 Brookhaven National Lab.

13 The second one is a college
14 collegiate version of STEP which is
15 called the CSTEP. It is also a State
16 education program grant funded program
17 and has been running at the college for
18 28 years and currently serves 87
19 students.

20 It is a math and science geared
21 program for underrepresented college
22 students with field trips, they have
23 conferences, seminars, tutoring, and
24 monthly meetings are all part of this
25 program.

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2 It also includes stipend
3 supported internships at various labs
4 including Brookhaven. There are mentors
5 and tutors for the STEP students on
6 Saturdays.

7 And the third one is the Tech
8 Card Health IT Program which is a grant
9 funded program through the US Department
10 of Labor. It is the largest grant ever
11 awarded -- ever received by the college.
12 Funds were designated for training in
13 advanced manufacturing, health
14 information technology, and
15 cybersecurity.

16 It has served unemployed,
17 underemployed participants, 75 percent
18 who were less than 30 years and old and
19 all with barriers to education,
20 training, and employment. Participants
21 successfully completed training,
22 received various credentials, and
23 engaged in paid work experiences.

24 The Senior Academy, which is the
25 last one, is a pre-COVID launched for

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2 seniors featuring activities like visits
3 to the Holocaust museum, the college's
4 planetary, and the Tai Chi classes.

5 Lorianne Lueders-Yanotti who is
6 going to be in on today's Board of
7 Trustees's agenda is scheduled to make a
8 similar presentation by the TRIO/Student
9 Support Service Program so I will only
10 present a few facts in my report.

11 The TRIO program has been in
12 place at the college for 24 years. It
13 is a grant funded program serving over
14 324 students. It provides support
15 services so the students are able to
16 graduate and/or transfer.

17 To be eligible the students have
18 academic needs and must either be
19 disabled, low income, and/or first
20 generation college students. Academic
21 coaching, workshops, and advisement are
22 among the supports offered. One-on-one
23 training is crucial and academic coaches
24 are seen twice a month.

25 In its most recent report the

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2 students in this program showed year to
3 year persistence of 89 percent, 100
4 percent achieved good academic standing,
5 that is with no probation or dismissal,
6 and 56 percent completed their degree in
7 4 years.

8 Our committee was grateful for
9 both presentations and continues to
10 learn about the many ways in which
11 student success takes place across and
12 throughout this college.

13 That is my report, Mr. Chair.

14 CHAIR MURRAY: Thank you. I
15 appreciate your efforts on both Student
16 Success and Foundation, which we'll hear
17 from a little later, but I really do
18 appreciate how active you are with the
19 committees.

20 TRUSTEE PADANGANAN: Thank you.

21 CHAIR MURRAY: Next up is the
22 Governance Committee, Gordon?

23 TRUSTEE CANARY: No,
24 Mr. Chairman. We didn't meet. Again we
25 didn't have any items for our agenda so

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2 didn't meet.

3 CHAIR MURRAY: Okay. Now Gemma
4 is not here. I don't believe we met
5 this month, but we are still moving
6 ahead with the presidential evaluation
7 so they will be in place when we have a
8 permanent president.

9 Facilities, I don't think there
10 was a meeting this month so we'll go to
11 Foundation. Again, Bell?

12 TRUSTEE PADANGANAN: The
13 Foundation continues to host virtual
14 events to support student scholarships.
15 Last week over 70 guests participated in
16 the dinner for 2 which was broadcasted
17 live via Zoom from the demonstration
18 kitchen at the college's culinary arts
19 and hospitality center. We were lucky
20 to have 2 distinguished faculty chefs,
21 Andrea Glick and Christina Delustro,
22 guiding the group through a 3-course
23 dinner from prep to table.

24 Next on the events calendar is a
25 virtual taste of Italy with Del Vino

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2 Vineyards of Northport on April 15th
3 from 7:00 p.m. to 8:00 p.m. All
4 participants will receive 4 bottles of
5 wine, 2 red, 1 rose, and 1 white
6 delivered to their homes prior to the
7 tasting event.

8 The cost is only \$150 per person.
9 Presented by the Association and the
10 Suffolk Federal Credit Union,
11 participants must be 21 years old or
12 older. The deadline for registration
13 for this one is April 9th.

14 And then we have the Try Your
15 Luck raffle drawings that continue
16 throughout the month of March. Daily
17 cash prizes range from \$40 to \$200. The
18 more tickets you buy the better chances
19 you have of winning. For more
20 information and to register visit the
21 Foundation's website.

22 And lastly, Suffolk's COVID
23 Emergency Fund still needs your support.
24 I know I touched on this last month, but
25 I will touch on it again. COVID is

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2 still a threat and our students are
3 still experiencing job loss,
4 unemployment, housing and food
5 insecurity, and mounting bills.

6 The Foundation continues to
7 receive applications from students
8 seeking support through the emergency
9 COVID relief fund. To make a
10 transformational gift to this fund,
11 please contact Dr. Syliva Diaz at the
12 Foundation's office.

13 The deadline for student
14 scholarship applications is now rapidly
15 approaching. Any students must apply by
16 the end of April and continuing students
17 have until the end of May to complete
18 their application.

19 We are communicating this
20 information to all our students, and the
21 Foundation's website features stories
22 about our scholarship donors and
23 recipients. You're all invited to visit
24 the site to learn more about them.

25 Thank you, Mr. Chair.

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2 CHAIR MURRAY: Thank you again,
3 Bell.

4 Student Trustee, Kaitlyn?

5 TRUSTEE GAMBINA: Thank you,
6 Mr. Chair. We had a few things going on
7 in the past month.

8 We had a club fair. We had two
9 days, February 22nd and 24th, where we
10 had a virtual meeting of all the clubs
11 where students got to go in and out of
12 different private rooms and speak and
13 join different clubs they liked. We got
14 a lot of new members. It was pretty
15 highly attended. I know I had a good
16 time at it.

17 Student elections are coming up.
18 The deadline was last Friday to apply so
19 we're just waiting for the finalized
20 ballot, but I believe the first week in
21 April or second week in April are
22 elections.

23 I know talks of commencement have
24 been going on. I think it's going to be
25 virtual, but I'm not really in on that

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2 conversation.

3 We have been talking to a lot of
4 students how they are liking online
5 class and how they are doing. We've
6 actually got a lot of comments back that
7 they are doing better online, most
8 students are doing better online than in
9 person and that if we can continue doing
10 full courses online even after we go
11 back to in person it would be great.

12 And that's pretty much it for my
13 report. Thank you.

14 CHAIR MURRAY: Thank you. Anyone
15 have any questions?

16 (No response.)

17 CHAIR MURRAY: If not, our
18 Advocacy Committee, I know they met.
19 Very happy with that. Priscilla, you
20 want to give a report?

21 TRUSTEE ZARATE: Yes. Thank you,
22 Chair Murray. So the Advocacy Committee
23 was held on Thursday, March 11, 2021, at
24 11:00 a.m. via a Zoom teleconference.
25 Present were Jim Morgo, Vice Chair,

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2 Belinda Pagdanganan, Trustee, Kaitlyn
3 Gambina, Student Trustee, Drew Biondo,
4 College Director of Communication, Ben
5 Zwirn, College Director of Legislative
6 Affairs, and Carmen Torres, Recording
7 Secretary.

8 So we began the committee
9 discussion with the history and overall
10 purpose of the Advocacy Committee within
11 the college, which is to advise the
12 Board of Trustees on the external
13 communication from the various platforms
14 and constituencies to include the media,
15 local and state government, community
16 groups, businesses, educational
17 institutions, current and prospective
18 students, and the general public.

19 The committee acknowledged the
20 collaborative effort which this
21 committee will need to partake in order
22 to join all college departments and the
23 community in a continued effort to
24 advocate for the college and our
25 students.

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2 Our committee discussion was also
3 held about the college's current role in
4 advocacy. As a college advocating for
5 our students is evident college wide
6 from our college campus activity leaders
7 who are the pathways to the students
8 social involvement through the clubs,
9 organizations, and sports, to all of the
10 deans, counselors, and advisors
11 assisting our students with declaring
12 majors, course requirements, graduation
13 requirements, and overall academic
14 successes.

15 The college promotes and
16 highlights Student Success stories
17 through press releases, awards, and
18 social media. Externally the college
19 advocates for our students with state
20 and local government officials,
21 community leaders, and businesses.

22 Vice Chair Morgo, Jim Morgo, has
23 lobbied and has been a huge supporter of
24 the college. Ben Zwirn, the college
25 Director of Legislative Affairs, has

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2 been at the forefront attending every
3 education committee and legislative
4 meeting to communicate to our
5 legislators and state officials and
6 community leaders the successes as well
7 as the needs of the students and the
8 college.

9 The committee discussed the
10 difficulties faced this past year with
11 the current health crisis and pandemic
12 which changed how we worked as an
13 institution and how the students were
14 effected.

15 The committee discussed the
16 change in SUNY chancellor who testified
17 before the Higher Education Committee
18 that institutions are no longer in need
19 of State funding. This SUNY
20 chancellor's suggestion is for colleges
21 to increase tuition. These
22 circumstances have had negative impacts
23 especially to community colleges and the
24 decrease in our enrollment has been
25 evident.

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2 The committee agreed that
3 continued support and discussion with
4 our local and state governments are
5 necessary. The committee's
6 participation and future education
7 committee meetings may also be to the
8 college's advantage.

9 Discussions with the Suffolk
10 County Police Department Cadet Program
11 and our Criminal Justice Program to
12 potentially have more student
13 involvement are underway. A meeting
14 with Presiding Officer Callargo's
15 (phonetic) office, the president of the
16 Bayport Bureau of Commerce, Carol
17 Seitz-Cusack, and John Lombardo from the
18 college's Workforce Development Program
19 is also in progress.

20 President Cusack would like to
21 discuss alternative avenues for those
22 that do not want to enroll in four-year
23 institutions and the benefit of working
24 in trades. Through these discussion
25 there will be many future opportunities

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2 for our students and the college.

3 Drew Biondo, College Director of
4 Communications, discussed with the
5 committee the procedure of the student
6 press release and social media content.
7 Vice Chair Morgo suggested potentially
8 creating a weekly or biweekly newsletter
9 that will go out to local and state
10 officials. The purpose will be to
11 highlight and update our constituents on
12 work the college is doing not only
13 academically but also on a social and
14 community level.

15 The committee concurred that the
16 information of vaccination sites on all
17 three campuses highlighted in Newsday is
18 great, but highlighting content that is
19 on a smaller scale can be beneficial as
20 well.

21 The agenda for the April advocacy
22 committee meeting will include
23 discussions on goals and priorities of
24 the advocacy committee to align them to
25 the mission and vision of the college,

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2 to the operational plan, and to the
3 institutional goals with a focus on
4 overall student success.

5 So the next Advocacy Committee
6 meeting will be held -- will be
7 scheduled prior to next April's meeting,
8 and the Advocacy Committee was adjourned
9 at 11:56 a.m. Thank you very much.

10 CHAIR MURRAY: Great, Priscilla.
11 Any questions?

12 TRUSTEE CANARY: I have a
13 question not necessarily for Priscilla,
14 just to throw it out. Do we have a
15 Newsday reporter that covers the college
16 anymore since Rick Brand has been gone?

17 Lou, when Newsday reaches out to
18 us, is there one reporter in particular
19 who reaches out or does anybody from
20 Newsday reach out anymore?

21 PRESIDENT PETRIZZO: Someone who
22 is on the education beat, but that has
23 been changing fairly rapidly recently,
24 but somehow we don't have anybody who
25 obviously comes to the meetings and no

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2 one who is constantly inquiring.

3 Anyone who did -- Candice
4 Ferrette was for a while, but I'm not
5 sure that we have anyone right now.

6 VICE CHAIR MORGO: You're right,
7 Lou. Ferrette was the education beat.
8 Brand was the County beat. He was
9 replaced by Rachelle Blidner who, and I
10 would not guess motivations. I know her
11 a little bit, but there is not a lot of
12 interest in the community college.

13 TRUSTEE CANARY: Not good.

14 VICE CHAIR MORGO: Not good, not
15 good. Disappointing really.

16 CHAIR MURRAY: Anybody else?

17 (No response.)

18 CHAIR MURRAY: Thank you,
19 Priscilla.

20 We can move to the presidential
21 search. I don't know if there is
22 anything to report, but Theresa?

23 TRUSTEE SANDERS: Hello everyone.
24 Thank you, Mr. Chair. No, there are no
25 updates as of yet. Thank you.

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2 CHAIR MURRAY: So that concludes
3 the committee reports.

4 For the Chair's report we would
5 like to acknowledge that as it seems the
6 virus is going to at least somewhat fade
7 our daily lives over the next few
8 months. I really do appreciate the
9 efforts of the college community as a
10 whole and getting through this very
11 difficult time.

12 And not only did they just get
13 through this time, but we were a
14 resource for the community from having
15 drive-in movie nights to hosting I guess
16 POD, points of distributions, for the
17 vaccine, and I think it showed that we
18 were a part of a bigger community and
19 not an island onto ourselves. I would
20 like to recognize that.

21 I believe that in the fall, and
22 I'm sure we'll talk more about this,
23 we're going to more and more in-person
24 classes. I know people like, some
25 people like the video or the classes

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2 online, classes or video classes, but so
3 much of a college experience is being at
4 the college and socializing with the
5 friends and the clubs and the sports and
6 the more that that's able to get back to
7 a pre-COVID level, I think it's better
8 for all our students.

9 Again, kudos to Lou and the
10 administration and all the people at the
11 college community who did so well during
12 this time.

13 That is the Chair's report and
14 I'll turn it over to Lou.

15 PRESIDENT PETRIZZO: Thank you,
16 Mr. Chair. Today New York State is
17 going to take over the vaccination pod
18 in the Suffolk Federal Credit Union
19 Arena and Michael J. Grant Campus. The
20 State has informed us that they intend
21 to operate that pod 7 days a week from
22 8:00 in the morning approximately to
23 8:00 p.m. at night.

24 This intensive operation is going
25 to put an increased burden on the

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2 college, our personnel, our facilities,
3 and bring hundreds of extra visitors a
4 day to the campus. Suffolk County will
5 continue to operate the pods on the
6 Ammerman Campus and the Eastern Campus
7 during this time.

8 As the Chair just indicated, once
9 again the college is demonstrating that
10 its facilities and its people are a
11 major asset to the people of Suffolk
12 County as we continue our mission to be
13 not only a community college but also a
14 college that serves our communities.

15 I want to thank some of the folks
16 who have been doing yeoman's work in
17 this transition of that pod from the
18 County to the State. Neftali Collazo
19 and his group, Angelica Rivera, Baycan
20 Fideli, Public Safety folks, Shady
21 Azzam-Gomez, Steve Clark from IT, Alicia
22 O'Connor on the MOA agreement that we
23 signed up with the State, and of course
24 the campus dean, Donna Ciampa, all who
25 have been intimately involved in the

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2 work of transferring that pod over. It
3 sounds like it's a simple thing, but
4 it's really not. There is really a
5 great deal of work that goes into making
6 that switch over.

7 VICE CHAIR MORGO: Lou?

8 PRESIDENT PETRIZZO: Yep.

9 VICE CHAIR MORGO: May I
10 interrupt? I'm sorry to interpret.

11 PRESIDENT PETRIZZO: Sure.

12 VICE CHAIR MORGO: It doesn't
13 sound like a simple thing. I don't
14 imagine it was a simple thing.

15 Can you give more background?
16 Gordon said, and he's absolutely right,
17 that it's unfortunate that we don't have
18 anybody covering the college anymore
19 from Newsday, but the State unilaterally
20 said it was taking over the vaccination
21 distribution on the Western [sic] Campus
22 so the County had to get out and the
23 State came in and the County had to -- I
24 mean the college had to adjust. I
25 probably got something wrong.

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2 PRESIDENT PETRIZZO: No. That's
3 pretty much it.

4 VICE CHAIR MORGO: You did it in
5 a very professional manner of fact
6 manner, but that doesn't sound right to
7 me. Did the County object? Did they
8 just say okay?

9 PRESIDENT PETRIZZO: I believe
10 that they may have had some discussions,
11 but as far as an objection, I don't
12 believe there was an objection. They
13 were told that this is the way it was
14 going to go forward and essentially told
15 us as well. There was not a lot of
16 discussion let's put it that way.

17 VICE CHAIR MORGO: So it was not
18 collaboration among the parties
19 involved.

20 PRESIDENT PETRIZZO: No. But
21 there has been in the turnover.

22 VICE CHAIR MORGO: There has been
23 in the what?

24 PRESIDENT PETRIZZO: In the
25 turnover of the facility from County to

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2 the State there has been some
3 collaboration and we do have an
4 understanding with the State as to
5 certain costs and expenses that we will
6 be incurring that the State will be
7 reimbursing us for.

8 VICE CHAIR MORGO: That was my
9 next question.

10 PRESIDENT PETRIZZO: It's going
11 to be substantial overtime. There's
12 additional refuse. There's additional
13 sanitizing. We're going to need more
14 custodians in the facility. There are a
15 number of costs and expenses that are
16 not usual for us but are going to be
17 billed to the State going forward.

18 VICE CHAIR MORGO: Well, that's
19 good. I'm sorry to interrupt, but I'm
20 hearing this and I'm saying what? Okay.
21 Thank you for taking the question.

22 TRUSTEE CANARY: Before you get
23 back Lou, if I may suggest, Jim, you may
24 want to have a call in to Lisa Black.
25 She's been the point person for the

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2 County exec staff on the vaccinations.

3 VICE CHAIR MORGO: See how the
4 County feels about it. Good idea.

5 PRESIDENT PETRIZZO: Trustee
6 Zarate?

7 TRUSTEE ZARATE: Thank you, Lou.
8 So my question is: Is the State
9 expecting the college to still provide
10 the workforce for the vaccinations,
11 meaning our nurses who are volunteering,
12 our student nurses, and the staff we're
13 using from the college?

14 PRESIDENT PETRIZZO: Our student
15 nurses were volunteering to the County
16 under that program so I don't believe
17 that they will be performing
18 vaccinations at the Grant Campus. It's
19 my understanding that Catholic Health
20 Services will be performing that work at
21 the Grant Campus. Like everything else
22 in this process that is subject to
23 change from day-to-day.

24 TRUSTEE ZARATE: Right. I'm
25 definitely glad to hear they are going

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2 to reimburse the college for a lot of
3 the expenses that you have incurred
4 especially during this time. I think
5 it's the only fair thing to do.

6 PRESIDENT PETRIZZO: Yes. Well,
7 seven days a week twelve hours a day,
8 that is certainly a burden on us,
9 absolutely.

10 TRUSTEE ZARATE: Thank you.

11 PRESIDENT PETRIZZO: Speaking of
12 vaccinations, the State's expansion of
13 the categories of those eligible for
14 vaccinations now includes most of the
15 college employees and we've been working
16 very, very hard -- HR has been working
17 very hard to make sure or to try and
18 make sure that we have a substantial
19 number of our staff vaccinated in recent
20 weeks.

21 I think this week we probably had
22 about 140 members of our staff going
23 through the vaccination protocol and
24 more to come, and we're very happy to
25 make it available to as many of our

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2 folks as we can.

3 On May 10th in the LRC on the
4 Grant Campus the college hosted the
5 chair of the SUNY Board of Trustees,
6 Dr. Merryl Tisch, Vice President
7 Beaudin, Campus Executive Dean Donna
8 Ciampa joined me in a very productive
9 and I will say a very candid and far
10 reaching discussion of SUNY issues
11 affecting the community colleges with
12 board chair.

13 Chair Tisch also met separately
14 with faculty and students following our
15 discussion, and we do want to thank
16 Dr. Tisch for including Suffolk in her
17 campus tour. I think it was very
18 informative for all on all sides.

19 Also at the beginning of this
20 pandemic, in approximately I think April
21 of last year, the New York State
22 Legislature adopted a law requiring
23 business continuity planning for all
24 entities including schools. The plan
25 had to provide a method for continued

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2 operation during public health
3 emergencies and needs to be filed with
4 the State of New York by April 1st.

5 The college submitted its plan to
6 SUNY for review earlier this month. We
7 were fortunate that we had prepared our
8 own Safe Start Plan which formed the
9 basis of the continuity plan.

10 So a big thank you to Dean Irene
11 Rios, AVP Angelica Rivera, and David
12 Schneider for their work in completing
13 the plan and getting it submitted to
14 SUNY not only on time but early.

15 Priority registration for the
16 fall semester will start on April 5th
17 and run through April 12th. Between now
18 and the 5th the college will be
19 contacting as many of our current
20 students as possible to help prepare
21 those students for registration with
22 advising and any other issues that they
23 may have following the priority period
24 registration for all students.

25 I'm happy to report that all

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2 issues with Suffolk Federal Credit Union
3 has been resolved and the parties are
4 once again working in perfect harmony.
5 So everything is resolved with the
6 Credit Union at this point.

7 As of April 1st or as April 1st
8 and the adoption of the New York State
9 budget draws near, the State Assembly
10 and the Senate released their one house
11 bills.

12 The Assembly bill provides for
13 community colleges 100 percent floor
14 funding with no budget cut. The Senate
15 bill provides for 98 percent floor
16 funding with a \$250 increase in FTE
17 funding.

18 Both bills are very college
19 friendly and we would be happy with
20 either, although we would of course
21 favor the Senate bill because of the
22 increase in FTE funding. More to come
23 in State budget.

24 We also heard from the County on
25 the college budget and we were told not

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2 to expect a budget call letter from
3 Suffolk County until after the State
4 budget is adapted. So they are going to
5 wait and see what is in store for them
6 in State budget before they send out a
7 call letter to us. So that's not
8 exactly good news but hopefully if the
9 budget is adopted on time we will get
10 the call letter before we have to submit
11 our budget.

12 The pace of planning for
13 commencement and for the fall semester
14 has picked up and increased. We're
15 watching very carefully for some changes
16 in CDC and State guidelines which will
17 affect our operations.

18 We are particularly concerned and
19 aware that there may be and there has
20 been some discussion about a reduction
21 in the 6-foot social distancing
22 provisions. I think the CDC may be a
23 little ahead of the State on that and
24 also a reduction in the number of staff
25 and students who will need weekly

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2 surveillance testing with the
3 vaccinations starting to be on the
4 increase.

5 So those are two important areas
6 that would greatly affect our planning
7 and we'll be keeping a close eye out for
8 developments on each of those fronts.

9 Also you may begin to see the
10 college posting some open position
11 notices as we prepare for the fall
12 semester. As you know, we have not been
13 hiring and there have been a substantial
14 number of retirements and resignations.
15 A few of those positions will need to be
16 filled for the fall semester so if you
17 see us hiring, we haven't gone crazy.
18 We're just going to do some necessary
19 filling in of some important areas.

20 When we were having face-to-face
21 meetings we always enjoyed bringing you
22 a presentation to show you various and
23 different sections of the college to
24 give you a better idea of all that goes
25 on when you're not here, the things that

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2 you don't really see, and today we are
3 going to try to start resuming doing
4 that and we do have a presentation for
5 you today from Lorianne Lueders-Yanotti,
6 the Director of Student Support Services
7 for the college.

8 Lorianne began her professional
9 career with the TRIO Student Support
10 Services program in the fall of 1997
11 when the college was awarded its first
12 federal TRIO Student Support Services
13 grant. Lorianne is a Suffolk graduate.
14 She also received her BSW from Stony
15 Brook and her masters from Adelphi
16 University.

17 So, Lorianne, if you would,
18 please.

19 MS. LUEDERS-YANOTTI: Thank you
20 very much. I appreciate you taking the
21 time to have me speak about this
22 important program.

23 I would like to start by telling
24 you that the Student Support Services
25 program enhances opportunities for

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2 students to successfully complete their
3 college education while at Suffolk
4 County Community College. That is our
5 entire focus in this program.

6 The services that we provide to
7 the students in order to do this would
8 be one-on-one tutoring, which would be
9 either a half hour, hour, or hour and a
10 half per week per subject depending on
11 the student's need.

12 We have an academic coaching
13 program where the students meet with
14 their academic coach twice a month to go
15 over their needs in regards to college
16 or personal issues or what type of job
17 they are looking for, transfer, and just
18 really make sure that they are connected
19 to our program and to Suffolk.

20 We also have a financial literacy
21 program which is something that the
22 federal government decided needed to be
23 implemented I would say about eight
24 years ago and it is a mandatory piece of
25 our program.

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2 We have to provide that financial
3 literacy so our students understand if
4 they're taking out loans, if they have a
5 lot of credit debt, how that impacts
6 them going forward in their life.

7 We also go over things like if
8 you're trying to get a job, sometimes
9 they will pull a credit report. So not
10 paying that bill will impact you maybe
11 five, ten years down the line.

12 We also assist them with filling
13 out financial aid forms. We work with
14 the financial aid office very closely to
15 make sure that we cover any issues that
16 they might be having.

17 We do a lot of referrals within
18 the college and also outside of the
19 institution to make sure students are
20 getting what they need. Sometimes they
21 need mental health counseling, sometimes
22 they need a food pantry. Whatever their
23 needs are, we try to meet them.

24 We do academic, career,
25 transcript, and financial aid

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2 advisement. We provide a plethora of
3 workshops for the students every
4 semester.

5 We do something called
6 registration priority. So now we're
7 getting ready for priority registration
8 at the college. Our students are able
9 to register that first day whether they
10 are new students, whether they have five
11 credits under their belt, they are able
12 to register.

13 When we are on campus, we have a
14 computer area for students. We have a
15 quiet study area and we also have an
16 area where they can warm up a meal, use
17 our refrigerator to put something in.
18 And we have granola bars and other
19 snacks that they can utilize because
20 some of our students do come to school
21 hungry and they don't have the ability
22 to pay for meals so we always try to
23 have something available to them.

24 We also have a holiday elves
25 program which a lot of you probably have

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2 heard about and maybe participated in
3 where students are adopted by the
4 college community so that they can
5 provide things to their children and
6 their siblings for the holidays. So
7 those are some of the services that we
8 provide.

9 When the pandemic began we were
10 not sure if we were coming back to the
11 campus, how quickly we would come back
12 to the campus. I actually remember
13 thinking I'll just reschedule my Disney
14 trip for May because certainly we will
15 all be under control by then, and
16 clearly that has not been the case.

17 So we didn't know what was going
18 on, but we knew that we needed to
19 provide services to students in our
20 program. They needed to be
21 uninterrupted. They needed to be at the
22 same level that they were accustomed to
23 while they were on campus.

24 So the team got together and we
25 decided that we had to start virtual

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2 services whether the college had made a
3 decision on if we were coming back or
4 not coming back, we were at least going
5 to get those services up and running
6 immediately.

7 So we did some research on how we
8 could do this. We had not provided
9 virtual services prior. We did some
10 emailing and some phone calling and
11 students didn't mind giving us
12 information that way, but we had
13 certainly not provided tutoring or
14 academic advisement in that format.

15 So some of our staff knew how to
16 use things like Zoom and some of our
17 staff did not. So one of our brave
18 staff members took the rest of us under
19 their wing and gave us a quick Zoom
20 lesson and off we were. So we did the
21 best we could.

22 We immediately called our
23 students, those that we were still
24 seeing in the office. We let them know
25 we're going to be going virtual and

1 Board of Trustees, 03/18/2021
2 we're going to do the best we can, but
3 we will be in touch with you. You need
4 to make sure you're answering your
5 phone. You need to make sure you're
6 accepting our emails and reading them
7 because we don't know if you will coming
8 back into this office.

9 The students were very accustomed
10 to just oh, I'm in the middle of
11 classes, let me run to Student Support
12 Services. They popped in, asked their
13 questions and out the door they went.
14 We always had an open-door policy for
15 them. So now it was important that they
16 understood we are making a shift and we
17 don't know how long the shift is going
18 to be for so we need you to read those
19 emails. We need you to answer that
20 phone.

21 Students were very at ease with
22 using Zoom and using things of that
23 nature. So the majority of them kind of
24 just fell into it very easily, but we
25 just really needed them to know once we

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2 went home we started calling them to let
3 them know we are here for you, services
4 will be provided.

5 Your academic coaching
6 appointments that are on March 30th are
7 happening. Tutoring is going to be
8 coming back online March 30th. That was
9 our date. Everything came back online
10 on March 30th and it worked seamlessly.
11 Our students were able to jump on. They
12 got their Zoom appointments for
13 tutoring. The tutors did well with it.

14 We had at that point roughly 200
15 appointments that had been scheduled for
16 the end of March, from March 22nd up
17 until the middle of April, and those
18 appointments were for the registration
19 process because that's about how many
20 students we see and we work with.

21 So those students were expected
22 to come into the office and we now knew
23 that that was probably not happening.
24 So we called them all to let them know
25 your appointments are still going on.

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2 It's going to be a little different.
3 We're going to be doing Zoom. We're
4 going to be seeing you that way.

5 And we also felt that it was
6 really important unless the student was
7 uncomfortable to make sure that it was a
8 face-to-face virtual appointment because
9 a lot of our students were nervous, they
10 were having a lot of issues at home.

11 We had some students that their
12 home lives are not, you know, stellar
13 and they deal with a lot of issues and
14 so school is almost an escape for them
15 and now they were going to be at home
16 and not able to have that. So we wanted
17 to make sure that they knew that we are
18 going to be there for you.

19 When we were calling students
20 there were times it was difficult.
21 Students were dealing with very
22 difficult things at home. We had one
23 student that unfortunately had six
24 deaths in her family from COVID, and we
25 were dealing with parents being sick,

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2 students being sick, siblings sick,
3 parents losing their job, kids losing
4 their job, trying to work through all of
5 this.

6 So it was very, very important
7 that our students felt they still had a
8 connection to us. And I have to say the
9 Student Support Services staff did an
10 excellent job there.

11 We were also making sure that we
12 were meeting virtually because it was a
13 lot of information that we were taking
14 in now that we had not really had to do
15 that prior. You know, students would
16 tell you things but it wasn't on this
17 level.

18 So we decided to go ahead with
19 our registration as we've done in the
20 past. So our registration is a process
21 that all new students that come into the
22 program must get a Degree Works
23 registration workshop. So those are
24 offered face-to-face and we can see 10
25 to 12 students at the same time and then

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2 they immediately get their registration
3 done because then they meet with the
4 advisor as they are done with the
5 workshop. They go right in to the
6 advisor and they get their schedule and
7 then we put it into the computer with
8 them.

9 This could not happen so we had
10 to now start doing Zoom workshops as
11 well pretty immediately. So we now had
12 to move everybody that had those jobs in
13 their schedule that were going to
14 face-to-face we now moved them onto
15 Zoom. So our PAs started doing the Zoom
16 Degree Work workshops.

17 We do that so students know how
18 to use Degree Works, how to make their
19 own schedule. We think it's important
20 that they understand where they can find
21 what classes they need because there may
22 come a time when they need to utilize
23 that and they don't have the ability to
24 come and see us, they are not able to
25 get into the office. So they need to

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2 have that information, and when they go
3 on to other institutions, they need to
4 be able to do that for themselves.

5 So we did our workshops. Then
6 they did their priority registration
7 appointments and we made sure that they
8 got everything that they needed. We
9 worked very closely with the registrar's
10 office to lift those holds so that when
11 we used to go and bypass the holds, now
12 the student was able to do that.

13 So we needed to make sure that if
14 we were lifting holds, we had to
15 guarantee that every single one of those
16 students had a Degree Works workshop so
17 they knew what they were doing and had
18 met with an advisor. So it was a lot of
19 appointments for four weeks, but we got
20 through it and students were very, very
21 happy to have a link to the institution
22 that was so important for them.

23 There were times we got on the
24 phone and they were just lonely and they
25 were just, you know, they were lonely.

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2 They weren't seeing their friends. They
3 weren't going to work and they didn't
4 really know what to do.

5 So we started -- we were in
6 registration so that kind of had to be
7 the focus for a few weeks, but then we
8 started these drop-in Zoom appointments
9 and the academic coaches just started
10 holding eight to ten weekly drop-in
11 appointments, and they would -- the
12 students would drop in and they dropped
13 in so that they could speak to the
14 coaches and they dropped in so they
15 could speak to other students.

16 And so if they came and they had
17 a question that was a personal nature,
18 they would immediately be told okay,
19 let's meet separately, but a lot of them
20 just came because they wanted to see how
21 people were doing. They wanted to see
22 how we were doing.

23 They wanted to see, you know, of
24 course, the biggest question was is
25 Suffolk coming back online and going to

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2 be face-to-face in September. And we
3 would just tell them we're not sure
4 because at that point we weren't, but
5 whatever we do do, we're going to do it
6 together.

7 I am very happy to report that we
8 did not lose a lot of students from our
9 program. We still retained 89 percent
10 of our student population which, you
11 know, is really excellent.

12 PRESIDENT PETRIZZO: Yeah.

13 MS. LUEDERS-YANOTTI: The team,
14 the staff that I have, is really the
15 reason that that happened. You know, we
16 had to definitely make some changes and
17 we had to do things a little bit
18 differently, but something that really
19 came out of that was that students felt
20 more connected to us. They felt more
21 connected to what we were providing to
22 them.

23 You know, they definitely learned
24 to start answering their phone even if
25 it's a private number or a blocked

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2 number. So they definitely learned
3 that. They learned to open their email
4 and to make sure they were in constant
5 contact with us and a lot of them really
6 thrived and really did well.

7 Something that was great that I
8 was happy about is we always tried to do
9 something where all three campuses are
10 one. That's really important. If a
11 student comes in and needs something and
12 the tutoring is offered at the Eastern
13 Campus, we would say well, you can go
14 there for the biology tutoring. That's
15 fine, but it's very different when you
16 have to drive 30 minutes to get to
17 something.

18 Now everybody sees everybody. So
19 if I have an Eastern Campus student that
20 is in need of services, they don't have
21 to wait until the Eastern Campus person
22 is back in on Monday. They can see
23 somebody immediately because I have
24 someone from the other offices. And the
25 students don't know the perimeters of

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2 the campuses now because they don't care
3 who provides tutoring, they just want a
4 tutor.

5 PRESIDENT PETRIZZO: That's
6 right.

7 MS. LUEDERS-YANOTTI: It's really
8 a beautiful thing to see is that now
9 that we're virtual we have been pushing
10 that idea of we're one and whoever is
11 seeing that student, we just make sure
12 we work together to keep the other
13 people updated.

14 We also did our -- we had to do
15 all our intakes that way as well. So
16 again, we said you know what? We're a
17 small staff. We're not a huge staff.
18 It doesn't matter if it's an Eastern
19 Campus student, at this point for a year
20 we've been virtual. We don't know when
21 we're going back and we'll worry about
22 that then.

23 If a student is not sure, they
24 have been working with Giseille at the
25 Grant Campus and now they see Beth at

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2 East, that's okay. They'll be happy to
3 just see somebody in the office. It
4 won't matter to them who it is and if
5 they want to keep virtually seeing
6 someone, they can.

7 So we just really have tried to
8 do the best to make sure that the
9 students feel connected to the
10 institution.

11 PRESIDENT PETRIZZO: That's
12 great, Lorianne. Thank you. Obviously
13 you have and we're very much
14 appreciative of all the work that you
15 have put in and all the work your group
16 has done.

17 And as you were talking it kind
18 of reminded me I think this meeting, the
19 March meeting, was our last meeting,
20 presumably the last time all of us were
21 on campus.

22 Right after that meeting, I think
23 about March 19th or March 20th is when
24 we took the break for spring break last
25 year and then didn't come back for quite

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2 a long time, but very interesting.

3 You reminded me of all that and
4 thank you so much for that presentation
5 today. Thank you.

6 MS. LUEDERS-YANOTTI: Thank you
7 for having me.

8 PRESIDENT PETRIZZO: You're quite
9 welcome, and Mr. Chair, that concludes
10 my report.

11 CHAIR MURRAY: Thank you and
12 thank you, Lorraine. That was a very
13 positive presentation and shows the hard
14 work that all the people at the college
15 have been doing.

16 At this point I would like to
17 move on to our roundtable if there are
18 any items you would like to discuss.

19 {No response.}

20 CHAIR MURRAY: If not, then I'm
21 going to request a motion.

22 TRUSTEE CANARY: Mr. Chairman, I
23 want to go back to Lou's explanation of
24 what was happening at the Brentwood
25 Campus with the vaccines. There is

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2 going to be a great opportunity for us
3 to try to disseminate information to all
4 these thousands of visitors that are
5 going to come to the campus.

6 Have we done anything, Lou, along
7 those lines? Is there any opportunity
8 to have some kind of a video loop going
9 where people are going to line up to get
10 to the fieldhouse or some way to hand
11 out literature?

12 I don't know. I'm just throwing
13 out some ideas. How can we get
14 information to these people who are
15 coming to the campus about all the great
16 things that Suffolk Community College is
17 offering?

18 PRESIDENT PETRIZZO: Some of our
19 proactive campus deans came up with that
20 idea on their own. I think I'm going to
21 let Dr. Beaudin speak on it a little
22 bit. He was a little bit more involved
23 with it than I was.

24 They are out there. They have
25 literature out there. I'm not sure that

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2 we have the video up because I'm not
3 sure the video is available in all the
4 locations, but that is something that
5 will be the next step.

6 Paul, you want to add anything?

7 VICE PRESIDENT BEAUDIN: Thank
8 you very much, Lou.

9 One of our campus deans,
10 Dr. Reese, suggested that we might do
11 something and so we have academic videos
12 that were recently created by Drew
13 Fawcett from Mary Lou's shop and they
14 will be running at each one of the
15 campuses as people are waiting in line
16 to get their shots, and Joanne Braxton
17 was instrumental in getting that up for
18 us.

19 So, Gordon, we're doing that
20 already and, Lou, thanks for your time
21 for that.

22 VICE CHAIR MORGO: Priscilla,
23 maybe we can have as part of our next
24 Advocacy Committee meeting we can take a
25 look at that video?

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2 TRUSTEE ZARATE: Yes.

3 Definitely. And I was going to also
4 suggest if we have any brochures that we
5 can put out at an informational table at
6 each of the sites, that would be great
7 as well.

8 VICE PRESIDENT BEAUDIN: Trustee
9 Zarate, I believe Dean Ciampa is already
10 taking care of that at the Grant Campus.

11 TRUSTEE ZARATE: Great. Thank
12 you.

13 PRESIDENT PETRIZZO: And those
14 videos will be available to you and you
15 might want to also invite Mary Lou and
16 Drew Fawcett to your meeting because
17 they can personalize and streamline
18 something if you want it whether it's
19 video or that's for advancement
20 purposes.

21 VICE CHAIR MORGO: Right.

22 Gordon, I just wanted to say, you
23 know, in the context that we're looking
24 better than anybody thought we would
25 from a fiscal perspective, maybe you can

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2 ask about that 5 percent reduction for
3 the next -- because I haven't heard
4 anything about that until Mark.

5 TRUSTEE CANARY: I made a note of
6 it. I'm going to follow up. I'll let
7 you know.

8 And thank you, Paul. I should
9 have realized you guys would have been
10 right on that. It's a golden
11 opportunity to get our word out to all
12 the visitors to the campus. So that's
13 great. Thank you, Lou.

14 PRESIDENT PETRIZZO: We weren't
15 right on it, but we're on it now.

16 CHAIR MURRAY: Anybody else for
17 the roundtable?

18 (No response.)

19 CHAIR MURRAY: If not, I would
20 like to request a motion to enter into
21 executive session to discuss the
22 medical, financial, credit, or
23 employment history and potential
24 discipline of an employee.

25 Priscilla, would you like to make

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2 that motion?

3 TRUSTEE ZARATE: Priscilla

4 Zarate, so moved.

5 CHAIR MURRAY: Kevin, would you
6 like to second it?

7 TRUSTEE O'CONNOR: Yes.

8 CHAIR MURRAY: All those in favor
9 say aye.

10 COLLECTIVE RESPONSE: Aye.

11 CHAIR MARRY: Any opposed?

12 (No response.)

13 [WHEREUPON THE MOTION MADE AND
14 SECONDED WAS VOTED ON AND CARRIED.]

15 CHAIR MURRAY: So we'll be going
16 into executive session. We won't have
17 any business after the executive
18 session.

19 [WHEREUPON THE MEETING OF THE
20 BOARD OF TRUSTEES WAS CLOSED AT 5:30
21 P.M. BY THE CHAIRMAN, E. CHRISTOPHER
22 MURRAY.]

23 oOo

24

25

Gabriel Carlet



ERRATA SHEET FOR THE TRANSCRIPT OF:

Case Name: Suffolk County Community College, Board of Trustees Meeting
Case Number:
Dep. Date: March 18, 2021
Deponent:
Place: Hometown, USA

CORRECTIONS:

Pg.	Ln.	Now Reads	Should Read	Reasons Therefore
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Signature of Deponent

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