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2

BOARD OF TRUSTEES MEETING

3

SUFFOLK COUNTY COMMUNITY COLLEGE

4

121 Speonk-Riverhead Road

5

Riverhead, New York

6

7

April 16, 2009

8

9:00 a.m.

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10

11 BEFORE:

12

WILLIAM D. MOORE
Trustee/Chair

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15 REPORTED BY:

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ANNE COSTIGAN, RPR
Court Reporter/Notary Public

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2 P R E S E N T:

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4 WALTER C. HAZLITT, Trustee/Vice Chair

5 JERRY KANE, Trustee/Secretary

6 ERNESTO MATTACE, Trustee

7 BELINDA ALVAREZ-GRONEMAN, Trustee

8 DAVID OCHOA, Trustee

9 SAUL R. RENCHEL, Trustee

10 AVETTE D. WARE, Trustee

11

12 A L S O P R E S E N T:

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14 GEORGE GATTA, Interim President, SCCC

15 CHARLES STEIN, Vice President for
16 Business and Financial Affairs, SCCC17 DR. EVON WALTERS, Executive
18 Dean/Campus CEO, SCCC19 DR. NAVVIN BRIGHT, Assistant Vice
20 President, SCCC21 JAMES FROST, Associate Academic Dean,
22 SCCC

23 DOUG KAHN, Associate Dean, SCCC

24 THERESA KOPP, Secretary to the
25 President, SCCC

*** All other interested parties

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2 CHAIRMAN MOORE: Good morning. Nice
3 to see you all this morning.

4 We're hopping to Item C, and we've got
5 a special presentation to make -- Coach
6 Kevin Foley. I was given some cheat sheet
7 information, and the thing that jumped out
8 at me was this award given back in 1987,
9 "SCCC faculty who made a difference." I
10 guess they were right. They knew then --
11 I'm sure that in 1987 he was worthy of the
12 award then, but he has only built upon on
13 it since.

14 As you know, Coach Foley is a five-
15 time Region 15 Sportsmanship Award winner,
16 five-time District D Coach of the Year,
17 six-time Region 15 Coach of the Year,
18 2002-2003 New York State Coach of the
19 Year, 2002 National Sportsmanship Award,
20 2003 National Coach of the Year. And we
21 are here to celebrate 306 wins.

22 So, when he received the award in
23 1987, people knew; they were very
24 insightful, or you were just so
25 outstanding that you couldn't help but win

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2 it. I kid you.

3 We are here to congratulate you on a
4 tremendous period of great success, and
5 this being just one more benchmark of the
6 success that you have brought to the
7 College, and to the students that you've
8 worked with.

9 COACH FOLEY: Thank you.

10 CHAIRMAN MOORE: On behalf of the
11 institution, we want to thank you so much
12 for your service.

13 COACH FOLEY: Thank you very much.

14 CHAIRMAN MOORE: And, on behalf of the
15 Board of Trustees of the College, we
16 extend our congratulations to Kevin Foley
17 for his 300th win as SCCC's women's
18 basketball coach. His first victory for
19 the team was in 1976 and the 300th was
20 just this year. We also acknowledge his
21 selection as Region 15 Coach of the Year
22 for the fifth time. In recognition of
23 your hard work, coaching success, and
24 dedication to Lady Clipper basketball, and
25 Suffolk County Community College student

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2 athletes, the College applauds your
3 achievement and leadership. You have made
4 us all proud.

5 COACH FOLEY: Thank you very much. We
6 truly have one college team. We have
7 people from Lindenhurst all the way out to
8 the Moriches, and people go to all three
9 campuses.

10 MR. GATTA: Before we take the
11 picture, congratulations to Coach Foley,
12 but also congratulations to this great
13 team. We do have certificates for each of
14 the players on the team. So, as I call
15 out your name, since I haven't had the
16 opportunity to meet you, I just want to
17 thank you for being a great representation
18 of our student body. You've had great
19 success this year. I believe the record
20 is 20 wins and five losses and you made it
21 to the regional final, just to continue a
22 great tradition of women's basketball here
23 at the College. On behalf of the entire
24 administration, the staff, the faculty and
25 your fellow students, congratulations.

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2 (Whereupon, awards were handed
3 out.)

4 MR. GATTA: Nora Campbell (handing);
5 Natasha Davis (handing); Jasmine Dizay
6 (handing); Brigitte Fallon (handing);
7 LeeAnn Gallagher --

8 COACH FOLEY: She's in class.

9 MR. GATTA: Christine Morton (handing)
10 -- (inaudible) -- Arial Nash (handing);
11 Colleen O'Brien --

12 COACH FOLEY: Also in class.

13 Thank you, everyone. It means a lot
14 to myself, but it even means more to the
15 young ladies. As I mentioned to someone
16 up here, an old basketball coach, but
17 Adolph Rupp says, "You don't win games
18 without talent." And I've been blessed
19 for the past numerous years to have very
20 good talented young ladies who were
21 willing to make sacrifices that most
22 students wouldn't make and can't make, and
23 these young ladies this year are an
24 example of that. As I said, they come
25 from Lindenhurst to Southampton. Some of

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2 them drive an hour each way to participate
3 on the Selden campus. So, it's a
4 testimony to them and a testimony to the
5 institution. And, I can say this not only
6 as the athletic director but a basketball
7 coach for 15 years; we absolutely have the
8 best sports program in Region 15 and the
9 best facilities. So I appreciate your
10 support and I look forward to future years
11 of building upon that success. So, thank
12 you.

13 CHAIRMAN MOORE: Moving forward.
14 We're on Item D of our agenda now --
15 obtain a motion to approve the minutes of
16 March 12th Directors' meeting for our
17 meeting of the association.

18 UNIDENTIFIED SPEAKER: So moved.

19 UNIDENTIFIED SPEAKER: Second.

20 CHAIRMAN MOORE: All in favor?

21 UNIDENTIFIED SPEAKERS: Aye.

22 CHAIRMAN MOORE: Now, to confuse you,
23 we'll hop to Item F, and then we'll go
24 back to Item E. Item F is the Association
25 Planning Report. If AVP Bright would

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2 present --

3 DR. BRIGHT: Thank you.

4 Good morning, everybody. I will be
5 presenting the College Association Fund
6 Report as of March 31, 2009. Currently,
7 we are doing quite well. All expenditures
8 are on target and there's no over-spending
9 on all three of our campuses. There is a
10 slight little deficit in the Peconic cafe
11 and the workshop, but there are checks
12 coming in to offset that. So we're
13 looking very, very good.

14 The Long Island Shakespeare Festival
15 is anticipating receiving two grants in
16 the sum of \$4,980. So, we're doing quite
17 well.

18 CHAIRMAN MOORE: Any questions?

19 (No response.)

20 CHAIRMAN MOORE: Okay. Thank you.

21 We have one resolution, which is
22 2009.A4, and that's support accepting the
23 auditor's report for the year ending
24 August 31st, 2008. Entertain a motion to
25 accept that report.

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2 TRUSTEE OCHOA: Is that the report put
3 together by the Fuoco Group?

4 CHAIRMAN MOORE: I believe so. It was
5 in our booklet last -- maybe it was in
6 this month's --

7 MR. GATTA: I believe there were two
8 recommendations, and maybe we can address
9 those before --

10 CHAIRMAN MOORE: Sure.

11 DR. BRIGHT: There were two
12 recommendations which confirmed who did
13 the audit. One of the recommendations was
14 dealing with the treatment of net assets.
15 Our planned action to address that is that
16 the association would transfer the reserve
17 accounts into individual accounts under
18 the exchange fund, which is actually
19 recommended by the auditors. So, I met
20 with the association and our vice
21 president of finance to look at that
22 recommendation.

23 The other recommendation was dealing
24 with the threshold of check signers'
25 policy. Currently, there are two

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2 signatures for the amount of \$2,500. The
3 Fuoco Group wanted to increase that to
4 \$5,000. Once we went back to assess this
5 process and keep it our internal control,
6 we would like to keep it at \$2,500 for the
7 signatures. What I've done in meeting
8 with the director is to implement a
9 process in which we can get timely
10 submission of all vouchers, and also
11 obtain all signatures, and to move this
12 through.

13 TRUSTEE OCHOA: Why wouldn't you want
14 \$5,000 threshold?

15 DR. BRIGHT: When these vouchers are
16 coming through, it's important that we're
17 looking at them and keeping that type of
18 control, where those checks are going for
19 those activities.

20 TRUSTEE OCHOA: Thank you.

21 CHAIRMAN MOORE: Thank you. With
22 that, are we in position to now accept the
23 report?

24 TRUSTEE OCHOA: Move to approve.

25 CHAIRMAN MOORE: All in favor?

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2 UNIDENTIFIED SPEAKERS: Aye.

3 CHAIRMAN MOORE: Thank you.

4 We are on Item G of our agenda now.

5 G, entertain a motion to approve the
6 minutes of our trustees meeting from March
7 12th.

8 TRUSTEE MATTACE: So moved.

9 TRUSTEE ALVAREZ-GRONEMAN: Second.

10 CHAIRMAN MOORE: All in favor?

11 UNIDENTIFIED SPEAKERS: Aye.

12 CHAIRMAN MOORE: At this point, we'll
13 have a presentation by President Gatta and
14 Vice President Stein.

15 MR. GATTA: Good morning. We've
16 divided the presentation into two
17 segments. I will handle the first, which
18 is much of the background information on
19 where we are, what we're doing currently
20 to manage this year's budget, actions that
21 we've taken to address the mission of the
22 college to make sure that we are as
23 involved in the community and providing
24 services to as many segments of the
25 community as possible. We will talk about

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2 some internal efficiencies, some new
3 internal efficiencies, and touch on some
4 of the other ways that we've worked very
5 diligently to keep down the cost of higher
6 education in the county to maintain access
7 and to maintain affordability. And, then,
8 Chuck will get into the actual -- what
9 we're confronting in terms of the budget
10 gap and what we propose, and what we've
11 done this year and what we'll propose for
12 the next year to deal with it.

13 As you can see, this year, we will
14 prepare more students than at any time in
15 our history for successful careers. With
16 that, as I think you all know, we are now
17 the largest community college in the SUNY
18 system. The most recent headcount -- and
19 this was as of the fall of '08 -- was
20 about 23,000 students, and we've continued
21 to grow into the spring semester.
22 Overall, we've had more than a 3.8 percent
23 increase in enrollment from the previous
24 year. To put that in perspective, last
25 year when we made this presentation to the

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2 board, we were projecting a 2.75 percent
3 increase. So we have significantly
4 surpassed the growth in enrollment.

5 If we look from a historical
6 perspective over the past seven or eight
7 years, our enrollment has grown by 30
8 percent -- it's even a little over 30
9 percent -- since 2000. There's a number
10 of reasons for the growth. Number one, I
11 think, we continue to be the most
12 affordable college on Long Island. Two,
13 we remain very responsive to meeting
14 critical workforce needs, both regional
15 needs and national needs. We continue to
16 expand our high demand of programs, such
17 as nursing, culinary arts -- and I'll talk
18 a little bit later about some other
19 initiatives.

20 Just once statistic, when we launched
21 the new culinary facility, we anticipated
22 that it would take us about four years to
23 get to 250 students. We have surpassed
24 that and we've met that goal in the first
25 year, which just gives you an indication

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2 of how strong the demand was for that
3 program, how much of a need there is in
4 one region.

5 We also continue to expand our
6 industry partnerships. We talked in the
7 past about nursing -- and I'm not going to
8 spend much time on that, but those
9 partnerships continue to thrive with seven
10 area hospitals and with one very large
11 nursing home within the county that
12 supports an LPN program. Another
13 partnership that is really blossoming with
14 our advanced manufacturing program, the
15 HVACR program, will take another step this
16 fall when we open the new workforce
17 development technology center on the Grant
18 campus.

19 So, in addition to meeting workforce
20 development needs, we also serve county
21 residents in the full spectrum of
22 educational opportunities, all the way
23 from honors, academically- or financially-
24 challenged, adult learners, displaced
25 workers.

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2 In terms of honors program, it's grown
3 significantly over the past few years, and
4 this year, we have about 800 students
5 registered in the honors program, the
6 highest ever. This year's graduating
7 class again, will be the largest in
8 college history, with about 175 graduates.
9 Those graduates go on, as you can see, to
10 some very, very prestigious universities
11 around the country.

12 We are also preparing between 200 and
13 500 students this year between the STEP
14 and the CSTEP program. There are about
15 350 students enrolled, and that program is
16 supported with New York State Education
17 Department funding. This year that
18 funding is approximately \$250,000. That
19 program links us very closely -- the STEP
20 program links us very closely with a
21 number of area high schools, Brentwood,
22 Central Islip, Longwood, South Country, to
23 name a few. In that program, we are
24 helping under-represented populations
25 within the sciences to get into a track

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2 where they will be able to pursue those
3 careers as they enter their college
4 experience.

5 We also have a number of programs --
6 we're working on adult literacy and a
7 community college access program. You
8 will notice that we also have strong
9 partnerships with a number of community
10 groups with the community college program;
11 Comsewogue Adult Education, the Family
12 Service League, Hands Across Long Island,
13 and Pronto (phonetic).

14 Liberty Partnerships is a program that
15 we've had for a number of years, going
16 back almost 20 years. This is a program
17 where we're working with at-risk students.
18 This is in the K-through-12 system. We've
19 had a longstanding partnership with
20 Longwood High School, and that program
21 continues again with New York State
22 Education Department programs.

23 So, all of these efforts do a number
24 of things. They fuel the economy, they
25 provide support for area businesses, they

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2 help keep young families in Suffolk
3 County -- and there's a couple of bullets
4 that aren't here, but particularly, at
5 this time in our economy, they are helping
6 to re-train folks to -- re-engineer
7 careers and get back into the workforce.
8 With all of this and within our mission,
9 we also understand that there is an
10 impact -- a rising cost for higher
11 education, and we need to do everything we
12 can to maintain accessibility and
13 affordability. Accessibility is part of
14 our core mission and we need to continue
15 that. And, the budget that you will hear
16 from Vice-President Stein about will
17 continue to provide accessibility and open
18 access.

19 So what do we do? How do we hold down
20 our costs? Well, we do it in a number of
21 ways. Diversify our funding base. We
22 talked about partnerships that we've
23 developed in the past -- talk about a few
24 new initiatives in diversifying our
25 funding base. Implement internal

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2 efficiencies -- and I'll go over a few of
3 those. We're looking at how can we avoid
4 costs, and also, how can we produce
5 savings? And, lastly, how can we enhance
6 the use of technology also to reduce our
7 operating costs.

8 In terms of diversifying funding,
9 we've reported to the board in the past
10 that we've gone through a first phase of
11 working with the New York Power Authority
12 on an energy -- conservation energy
13 efficiency, energy replacement program,
14 and that's produced remarkable results.
15 This is another phase that we will pose to
16 the board in the coming months. In total,
17 it will be about \$2.6 million, and you can
18 see a number of major replacement costs
19 for different systems, for boilers,
20 chillers, air handlers, motors, burners,
21 et cetera. All of this will be financed
22 by the New York Power Authority. It will
23 not be a college, county or state capital
24 project. We will repay these costs out of
25 the savings that are generated, the energy

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2 savings that we receive, as a result of
3 the projects.

4 There is also another phase where
5 we're looking at additional energy
6 conservation projects, again, through the
7 New York Power Authority. It includes
8 everything from installing vending machine
9 controls to make them more energy
10 efficient, all the way down to outdoor
11 lighting controls.

12 We are also looking to work with
13 National Grid to install some new boilers
14 in the Sagitos Hall. The cost of those is
15 about \$100,000. Under the program,
16 National Grid would install those. They
17 would also waive fees on various services
18 connections. In total, we're looking at
19 about \$150,000 savings as being part of
20 this gas program. We'd also, at the same
21 time, would achieve a lower-rate structure
22 for a number of buildings where we're
23 using their gas.

24 College-wide, we are very aggressive
25 in terms of securing outside funding

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2 through grants, and you can see the trend
3 -- it's up, it continues to be up. Last
4 year we were at about 3.6, \$3.7 million in
5 outside grants.

6 A couple of applications that are
7 pending; the first, the U.S. Department of
8 Education for about \$1.8 million. The
9 first for the Technical Education Act
10 funding, and the second is Trio
11 (phonetic). And, then, also funding of
12 about \$1.1 million to the National Science
13 Foundation for three different
14 initiatives -- the Advanced Technology
15 Education Program. We've got support
16 curriculum and lab improvements and new
17 technology undergraduate education.

18 Aside from diversifying funding, we're
19 also looking college-wide on operational
20 efficiencies to help keep down the cost.
21 I'll give you some examples. Here at the
22 Eastern campus, when you came in today,
23 you saw some of the renovations that have
24 been made to the Peconic Cafe. All of
25 that was done using our inhouse staff,

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2 saving several thousands of dollars.

3 We've had a darkroom renovation out here.

4 Our annual chiller maintenance, which, in

5 the past, had been done by outside

6 contractors, is now being done inhouse.

7 When Shinicock 101 was renovated, we used

8 inhouse staff for part of that and saved

9 additional money. Also, as I mentioned,

10 Peconic Cafe and the book store, all of

11 that work was done with inhouse staff.

12 At the Michael J. Grant campus, four

13 projects, you can see the savings on the

14 first two, about \$68,000. And, then the

15 HVAC installation, an additional 12. And

16 one that I'll talk about in a minute,

17 which we call the "Magic Salt treatment,"

18 which saved about \$14,000. It does not

19 seem like a lot, but it saved us about 85

20 percent and our annual expenditure on the

21 salt that's used to keep our walkways

22 clear during inclement weather -- some of

23 the photos of the work that was done at

24 the Grant campus.

25 Magic Salt -- I was interested in what

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2 the special ingredient was for the magic
3 salt. So, Executive Vice President McKay
4 (phonetic) and I were on the phone with
5 the director of operations last night
6 saying, "What is the secret ingredient?"
7 Well, instead of using Calcium Chloride at
8 a cost of \$16,600 as we did a year ago, we
9 used rock salt, and the secret additive,
10 as I understand it, is a byproduct of a
11 rum distillation process where what's left
12 from the distillation -- which is organic,
13 which is green, which is biodegradable --
14 is purchased at a very low cost and it's
15 mixed with the rock salt, and the results
16 are tremendous.

17 So the director of plant operations --
18 to extend the savings to the other two
19 campuses -- this was a trial this year and
20 it worked very well, so the director of
21 plant operations from the Grant campus
22 will be working with the other two
23 campuses and will be supplying them with
24 five tons of -- I think they said five
25 tons of the product for them to try, and

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2 to teach them how it's all mixed. This
3 all came about because I think we spent
4 \$25 to send the director of plant
5 operations to a seminar, and at one of
6 the -- it was a local seminar, and one of
7 the things he came back with was this
8 savings. So, this is just a very good
9 example of how we're trying to control
10 operational costs.

11 At the Ammerman campus, some inhouse
12 project savings. We recently renovated
13 the music department space in the
14 Southampton building. It saved us about
15 \$40,000. The cottage was renovated. That
16 was about 65 -- and the biology lab and
17 some public safety offices. So, you have
18 a combined savings there of well over
19 \$100,000.

20 In terms of student and academic
21 affairs, we're working very hard to
22 realign staff and to cross-train staff so
23 that during peak periods, particularly
24 enrollment periods, we can have staff lend
25 a hand where it's really needed. And I'll

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2 talk a little more about that, especially
3 the call center concept, which was again,
4 pioneered over at the Grant campus and has
5 also taken hold at the other campuses.

6 One efficiency crisis response
7 protocol; having a counselor on call day
8 and evening -- this is a counselor that's
9 already working -- to handle emergency
10 mental health crisis situations. Again,
11 something that helps us deal with
12 emergencies on campus. And, with the
13 schedule that's put in place and the
14 cross-training that's being done among the
15 counselors, we've implemented it this year
16 at no additional cost.

17 The call center -- this is where we're
18 cross-training all of our classified
19 staff, have them understand answers to
20 frequently asked questions so that when
21 the phones start ringing off the hook in
22 admissions or in the registrar's office,
23 or in the cashier's office, those phones
24 can ring to other stations, work stations,
25 within the college, and those folks will

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2 be fully trained in answering those types
3 of questions.

4 Same-day testing and advising -- in
5 the past, we have used a process where
6 students come in and they are first tested
7 and then a second appointment is made for
8 advising, and in some instances, it's even
9 gone to a third. We find that not very
10 efficient. The students are busy; their
11 lives are extremely busy. So, we've gone
12 to a process where we're going to be doing
13 same-day testing and advising. And, with
14 the implementation of the Banner system,
15 and with online registration -- and you'll
16 see in a later slide doing some tutorials
17 for groups of students, it allows them to
18 learn the online registration process at
19 one time, using one counselor, using one
20 faculty member, and allowing them in the
21 future to register online, saving a great
22 deal of time for us and for them.

23 I talked about the group advisement a
24 minute ago.

25 Lastly, as we've moved to an

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2 integrated system -- and you'll have an
3 update from Associate Dean Kahn, later
4 today, on the Banner system -- we're now
5 at a place where we are trying to increase
6 electronic communication to reduce the
7 cost of mail. At Executive Council on
8 Tuesday, we reviewed the -- about two
9 pages full of regular mail communication
10 that goes out to students. We are looking
11 to eliminate that so we can bring down the
12 cost of postage, and that is something
13 that we think we're going to have a lot of
14 success with.

15 Just to touch on rebates, over the
16 past seven years, rebates from LIPA and
17 NYPA total about \$780,000 because of those
18 energy efficiency measures, and avoided
19 cost over the past five years in terms of
20 energy as a result of about an additional
21 \$1.2 million.

22 So, with all of these efforts and
23 increased enrollment, and the likelihood
24 of strong enrollment demands next year,
25 the budget that you are going to hear

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2 about in a second helps us to meet our
3 mission. It will support significant
4 enrollment growth. And I'll tell you that
5 we've built an additional three percent
6 enrollment growth into next year's budget.
7 It allows us to expand partnership with
8 key community groups, with industry
9 sectors and in areas where there's great
10 workforce needs. It will help us to
11 continue to attract external resources,
12 and it will also enhance access for our
13 students. All of that is very favorable,
14 and makes this college an engine for the
15 County's committee. With that, I will
16 turn it over to Vice-President Stein.

17 MR. STEIN: Thank you.

18 Just to touch upon the electronic
19 communications, we have also coordinated
20 with the County Executive's Office for our
21 classified staff, the all-employee memos,
22 and we are now receiving the electronic
23 versions of that and we are sending them
24 out electronically throughout the
25 College. So, we are trying not only to

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2 help our budget, but also the County's
3 budget, as well.

4 In terms of the budget overview, I'm
5 going to discuss this almost in terms of a
6 three-year examination because I think
7 it's important to do that -- starting with
8 the year that we are currently in, we
9 closely monitored our budget. As
10 President Gatta has stated, our enrollment
11 has increased, projecting 3.8 percent,
12 that's about a million and a half dollars
13 above what we anticipated in revenue.

14 Every month I give you a finance
15 report. As a matter of fact, I might as
16 well do it right now. As of March 31st,
17 we have addressed the structural imbalance
18 that we came into the year with, the
19 \$1,481,000; we've covered that. And,
20 because our expenditures are estimated to
21 be below budget and our revenue to be
22 above budget, we anticipate that we will
23 be carrying into next year a surplus of
24 about \$1.7 million. That finance report
25 is in your packets, and you can review

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2 them.

3 It's important to note that we have
4 done an awful lot this year in order to
5 address our current budget situation, and
6 what we anticipate. How did we do it?
7 Well, we've continued to target certain
8 positions in terms of freezing them to
9 deal with our turnover savings. We have
10 carefully reviewed overtime and travel.
11 We were doing well and then the snows
12 started to hit, so over time, though it
13 has been looked at closely in all areas,
14 and there's some equipment that we have
15 just not replaced.

16 As was mentioned by President Gatta,
17 there's been cross-training and
18 re-deployment of staff. When it comes to
19 the Banner project, we have temporarily
20 transferred staff for backfilling purposes
21 so the system can be implemented. We, on
22 a continuous basis, look to seek
23 operational efficiencies that were also
24 explained by President Gatta.

25 And the master schedule is being

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2 looked at extremely closely by committee
3 representing the entire College to make
4 sure that we maximize the use of rooms and
5 seats as we schedule for next year's
6 enrollment. That's a very important
7 factor.

8 As we look at next year's budget,
9 there are a lot of things to consider.
10 Obviously, there are certain financial
11 concerns, State, County, the nation, the
12 world. I mean, we're in unbelievable
13 times right now, and we have to recognize
14 that. But we also have to recognize that
15 we have to maintain our mission and our
16 operations. Doing so will require us,
17 because of the financial concerns, to look
18 at it as a cost-to-continue type of an
19 operation and, therefore, we will have to
20 delay some strategic improvements and
21 structures that we were looking at.

22 We have to maintain access to the
23 College. We are a full opportunity
24 institution under SUNY and we have to
25 provide access. Services, obviously, we

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2 have to maintain. And, it's important
3 that we prepare all the people in Suffolk
4 for dealing with the financial crisis,
5 their careers, and also re-training. As
6 best as possible, we have to maintain
7 affordability.

8 In putting the budget together, there
9 were some things we had to take into
10 consideration. Our increased health
11 premiums -- we're looking at about \$1.9
12 million of additional expense for next
13 year. Our contractual salary adjustments
14 are built in, and increased energy
15 costs -- the importance also is
16 recognizing that when you have a growing
17 enrollment -- and we are looking at a
18 projected three percent increase next year
19 -- you have to provide the resources and
20 staffing that's necessary. You have to
21 put a teacher in front of the classroom,
22 you need the supplies, you need everything
23 that goes along with it. This year, we
24 deferred equipment purchases. We cannot
25 continue to do that. We have to fund them

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2 for next year. It's only so long you can
3 defer replacement computers before you
4 start falling behind and we can't continue
5 to defer that. We're also opening the
6 Workforce Development Building at the
7 Grant campus. Obviously, there are costs
8 associated with that. We have to address
9 those.

10 We also have to recognize on the
11 revenue side, given the financial
12 concerns, the County is not in a position
13 to assist us. This will be the second
14 year that we will not be receiving any
15 additional County support. The State of
16 New York has not increased its base aid in
17 terms of dollars. Not only in terms of
18 the per FTE, but also in terms of dollars.
19 We have been held flat. And our goal is
20 to preserve College reserves. This is
21 something that was cited in the Middle
22 States report and it's something that we
23 have to continue to do. And that's why we
24 worked so hard to preserve those
25 reserves.

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2 What we're looking at for next year
3 are additional costs, as I mentioned. The
4 additional personnel costs include the
5 contractual as well as the level of
6 adjunct overload amounts that we need for
7 the increased enrollment, our health, as I
8 mentioned, about 1.9 million. We also
9 have increases in benefit funds, TRS, ERS
10 -- those are the pensions; they're in
11 there. From the adopted budget, in the
12 current year, we're just slightly
13 increasing about \$50,000.

14 Our operational costs, overhead costs,
15 are going up. Utilities are going up,
16 waste removal, rent, a whole host of
17 things. Also included in that line is a
18 re-classification of certain expenses.
19 So, when you see the decreases, that's
20 really a re-classification of some
21 expenses.

22 And, also, the County has advised us
23 that we will have increased interfund
24 transfer costs for next year. Now,
25 because of the way in which those costs

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2 are paid -- for example, systems; the
3 payment that we make next fall, which is
4 part of the 2009-2010 year, addresses the
5 costs that were from January 1, 2009
6 through December 31, 2009. So, we will
7 have expenses there. Going forward,
8 because we're changing to the Banner
9 system and because of the agreements that
10 have been reached with the County, those
11 interfunds will probably change somewhat
12 in future years. So, we're looking at
13 additional costs of \$8,800,000.

14 In addition, there was a slight
15 reduction in State categorical aid of
16 \$114,000. And, as I talk about each month
17 at this meeting, we had a structural
18 imbalance that we had to cover this year
19 of 1,481,000. Well, that's a hole. That
20 has to be filled in. If we were to take
21 the current year budget just as it is, and
22 just move it to next year, without any
23 changes, we would have a structural
24 imbalance of 1,481,000. So, we have to
25 make provisions for that so that we can

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2 maintain our reserves.

3 The total amount to be made up is ten
4 million four. How are we going to get
5 there? Well, the carryover we talked
6 about, one million seven; a tuition
7 increase of \$260; some slight
8 miscellaneous fees; and the three percent
9 growth in enrollment will provide two
10 million. That's how we make this up.

11 Now, I want to talk about, just for a
12 second, the 2010-2011, which is the
13 following year -- and it's important to
14 discuss this. This is a one-shot. When
15 we get into 2010-2011, we have to
16 recognize that that has to be made up.
17 We've already heard from the State
18 Comptroller that the ERS and TRS pension
19 costs in 2011 are going to increase
20 dramatically. A quick estimate, we're
21 looking probably at a million and a half
22 dollars of additional pension costs just
23 for those two in 2010 and 2011.

24 So, we have to recognize that in order
25 to maintain a structurally-balanced budget

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2 with recurring revenues, for your
3 recurring expenses, you have to look at
4 your revenue. And, we don't know what
5 position the County will be in that
6 following year; we don't know what
7 position the State will be in that
8 following year. It's important to
9 recognize that your other leg on that
10 stool, which is tuition, is going to have
11 to be maintained as a recurring revenue to
12 assist in your recurring expenses. And
13 that pretty much concludes the
14 presentation that we have.

15 I will be happy to answer any
16 questions that you may have.

17 MR. GATTA: Just one point -- I didn't
18 hear you mention it, Chuck. The only
19 provision for increased personnel costs in
20 the adjunct and overload lines to
21 accommodate the three percent enrollment
22 growth --

23 MR. STEIN: Yes. Thank you. There
24 are no new positions within this budget.

25 TRUSTEE MATTACE: Are you planning to

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2 make a presentation before the legislative
3 committee that you made to us?

4 MR. STEIN: We always do each year.

5 TRUSTEE MATTACE: Would you let me
6 know when it's being made?

7 MR. STEIN: Yes. Usually it's at the
8 time that the committee receives its
9 review from the Budget Review Office, and
10 they schedule a meeting specifically for
11 that.

12 TRUSTEE MATTACE: You had mentioned,
13 George, about pre-testing, and combining
14 the advising meeting. Any special needs
15 have to be done by the students or just
16 automatically, somebody comes --

17 MR. GATTA: It would be an ongoing
18 basis. As someone registers for the
19 College and has been accepted, part of the
20 requirement is that they be tested and
21 prior to being advised, because a number
22 of our students, almost 50 percent of
23 students, test into at least one
24 developmental course; hence the need for
25 the testing. But, that will be the

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2 process moving forward.

3 TRUSTEE MATTACE: The other thing on
4 Magic Salt. I think you said it was
5 biodegradable. How long has it been
6 tested as far as asphalt -- because I know
7 with the Sodium Chloride --

8 MR. GATTA: Potassium. I don't know
9 the answer to that. We've been using it
10 during this season. We cannot get more
11 information --

12 TRUSTEE ALVAREZ-GRONEMAN: We've
13 figured out that it's Splenda.

14 TRUSTEE MATTACE: Thank you.

15 TRUSTEE OCHOA: Just a couple of
16 things. First of all, I would appreciate
17 having copies of this presentation,
18 because in many ways, it summarizes the
19 series of catalogs that we all received in
20 terms of budget, so that we could be
21 informed. If that would be possible,
22 George, I would appreciate having both.

23 MR. GATTA: Sent to you
24 electronically?

25 TRUSTEE OCHOA: Yeah, either way --

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2 ideally.

3 One of the things, though, that I
4 found remarkable in this presentation is
5 what was missing. And, one of the things
6 that's missing in there, Chairman, is, I
7 took a careful look at the audited report
8 that we received from Ernst & Young, and I
9 note that on page eight, this Board of
10 Trustees and the administration, and this
11 College, has been commended for having
12 among the lowest GA cost in the State of
13 New York. Generally, administrative costs
14 have continued to be at an all-time low.
15 I think that's cause for celebration. And
16 then it goes hand-in-land, Ernie, in my
17 judgment, with sharing this information,
18 especially with the kind of Comptroller
19 and the Office of County Executive, both
20 of which have been of concern regarding
21 criticism and the conduct of this Board
22 regarding just spending, spending,
23 spending. I heard a story again today
24 that tells me we are responsible, we're
25 careful, we're frugal, and we take the

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2 public trust as sacred as members of this
3 Board. And, the responsibility for that
4 achievement lies here.

5 So, in addition to your -- I'll reach
6 out to the legislature and to the
7 appropriate committees, I think you want
8 to add to it that the GA cost continues to
9 be at an all-time low; that's a remarkable
10 achievement when you consider that we are
11 the largest institution in the system.

12 CHAIRMAN MOORE: And we run three
13 campuses.

14 MR. FENCHEL: Actually, it's an
15 understatement, because in the report, in
16 the Ernst & Young's report, that
17 statement, that one sentence, is buried
18 back in page eight and should be at the
19 beginning, and it indicates we have among
20 the lowest administrative costs in the
21 SUNY system. But, if you adjust the
22 difference in cost in Long Island
23 vis-a-vis upstate, we are much lower. If
24 you took a location, it's not that we were
25 among the lowest; I would bet we are the

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2 lowest.

3 TRUSTEE OCHOA: I didn't think about
4 that in terms of its comparison, but
5 you're right. The report also -- which we
6 can discuss in another part of the
7 meeting -- talks about the deficiencies
8 that we do have regarding Banner and
9 training, but we can talk about that
10 there. As members of the board, we looked
11 at these issues completely, and this
12 conversation falls -- the final point,
13 Mr. Chairman, Mr. President, is today it's
14 an issue of revenue.

15 Today in the national section of New
16 York Times lead story reports that in a
17 survey taken of alumni, 90 percent were
18 favorable to giving if the request was
19 tagged to financial aid and student
20 scholarships. But, at -- and Connolly, if
21 you give people a reason to give beyond
22 just a dream of a capital campaign, or you
23 want to buy efficient systems for energy,
24 those are sort of like remote. But, if
25 you index it to student aid, scholarships,

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2 alumni -- we are told by the New York
3 Times story -- are more likely to want to
4 support. And the survey revealed 90
5 percent said, "That is a good way to ask
6 me for money," as another enhancement,
7 perhaps, to the strategy of adding to our
8 revenue.

9 MR. GATTA: That's a good point. Not
10 at this meeting, but maybe at next month's
11 meeting, the vice-president could report
12 on our updated alumni database. The
13 foundation and the staff have been working
14 very hard at updating the alumni database.
15 I think we are going to be in a position
16 very soon -- I can't predict exactly what
17 month it's going to be -- but very soon to
18 have an aggressive campaign to actively,
19 consistently, regularly reach out to
20 alumni on any number of issues. Number
21 one, to encourage them to come back and be
22 part of the College community, and
23 secondly, when they come back and see
24 what's transpiring, what's occurring, the
25 great things that are happening, they will

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2 be in the frame of mind to help students
3 with scholarship funding, and possibly
4 some other projects.

5 SECRETARY KANE: If this is based upon
6 a 3.8 increase in enrollment this year,
7 how accurate would we be in predicting
8 what's going to happen in September?
9 Things are moving very, very quickly --
10 and I don't read the New York Times, I
11 read Newsday, and they had a story -- and
12 I thank you. They had a story about the
13 fact that a lot of these kids who are
14 going to \$50,000-a-year colleges, their
15 parents are starting to pull back and
16 perhaps -- off to a community college.
17 So, in normal times, to predict a 3.8
18 would be accurate. But, what if we go up
19 to five in September, five and a half?

20 CHAIRMAN MOORE: I'll give you some
21 paperwork, while we take a five-minute
22 break.

23 (Whereupon, a short recess was
24 taken.)

25 CHAIRMAN MOORE: The front cover of --

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2 I don't know. I hadn't seen it other than
3 from the television -- Time Magazine, I
4 think. It's the new frugality; a new way
5 of doing business, and running your lives,
6 and that kind of stuff. I haven't read
7 the article, but I just saw the New
8 Frugality is returning your folders. I
9 collect them for months and months on end.
10 So, Terry, I put them back to you.

11 MS. KOPP: That's great.

12 CHAIRMAN MOORE: There's only so many
13 that I can use and reuse and reuse.

14 MR. STEIN: If I can answer the
15 question that was raised by trustee cane.

16 SECRETARY KANE: Thank you.

17 MR. STEIN: Our Office of
18 Institutional Effectiveness continuously
19 analyzes significant information with
20 respect to projected enrollment, and there
21 are many factors that they include in
22 their formula, including the current
23 economic situation, and we rely on their
24 projections with respect to enrollment.
25 Is it an exact science? No. But, it's a

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2 well-educated analysis in terms of making
3 these projections. And, even though we
4 recognize that the tuition increase we
5 have requested is significantly below the
6 tuition increase that was granted at the
7 SUNY State-operated schools, which is \$620
8 per year, those factors have been
9 calculated into the projections for our
10 enrollment increases. So, therefore, I
11 have to rely on that educated formula in
12 terms of making the projections. And we
13 are projecting a three-percent growth.

14 SECRETARY KANE: Thank you.

15 MR. GATTA: Can I just add something
16 to that? We don't know -- I mean, we use
17 three percent. If it goes beyond three
18 percent, if the demand is so strong, then
19 we may need to have a conversation about
20 how we -- how the College addresses that.
21 But, at this point, I think we need to
22 pick a number. If we were to pick
23 something higher and the revenues weren't
24 there and we didn't meet that demand, then
25 automatically we would have a budget

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2 imbalance because revenues would fall
3 short of what we have in the appropriation
4 side.

5 Vice President Stein mentioned a
6 budget imbalance. I prefer to call it
7 "use of reserves." The last several years
8 the County has chosen to use our reserves
9 to balance the budget on the revenue side.
10 This budget that we have presented does
11 not include the use of reserves. In my
12 opinion, and according to State law, the
13 use of reserves are there for unforeseen
14 situations. If enrollment were not three
15 percent -- if, for whatever reason,
16 enrollment was flat next year, that would
17 be an unforeseen situation. That might be
18 a situation that the Board would want to
19 consider using reserves to fund -- or
20 alternatively, if the enrollment demand
21 was so strong that we needed additional
22 revenues to fund in the short-term and
23 there was no other place to go, that might
24 be another appropriate use of reserves.
25 So, the budget that's been presented,

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2 we think is realistic, it's balanced, it
3 does not rely on reserves. With what we
4 know now, what's foreseen, we have the
5 revenues in place to accommodate the
6 expenses that we will need to run the
7 institution next year.

8 SECRETARY KANE: Then the other thing,
9 Chuck, is how are we maintaining our
10 balance between the State and the County,
11 you know, our 33-33-33 -- right? What are
12 we up to now, about 43, 44?

13 MR. STEIN: In the current year,
14 students are approximately 43 percent of
15 the net operating costs, the State is
16 approximately 30 percent, and the County,
17 the balance, 27 percent or something like
18 that. Each year that you don't get an
19 increase from your sponsor, it reduces
20 their percentage. Looking at next year,
21 the State is remaining flat, which
22 ultimately translates into a reduction of
23 support in terms of percentage because
24 your costs have gone up but they are
25 remaining flat. So, each year the State

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2 exempts itself from the required
3 percentage, which is 40 percent, and
4 that's what creates the situation.

5 I think that the funding formula for
6 community colleges is something that --
7 this is my twelfth budget for Suffolk
8 Community College, and the funding formula
9 has been a topic of discussion for all of
10 those years. And every year, especially
11 in Albany, a group of all the community
12 colleges, when they get together, they
13 say, "This doesn't work," but that's the
14 funding formula, and it doesn't change.
15 We have to persevere.

16 CHAIRMAN MOORE: Thank you.

17 Let us turn to our list of
18 resolutions. Pull your pink sheets out,
19 and there will be inserts there for you.
20 I will start with item one, Resolution
21 2009.22. It's a resolution approving
22 budget transfers the past month.

23 UNIDENTIFIED SPEAKER: So moved.

24 CHAIRMAN MOORE: Second?

25 UNIDENTIFIED SPEAKER: Aye.

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2 CHAIRMAN MOORE: All in favor?

3 UNIDENTIFIED SPEAKERS: Aye.

4 CHAIRMAN MOORE: Item two, Resolution
5 23, approving monthly sponsor services for
6 the College. Entertain that motion?

7 UNIDENTIFIED SPEAKER: So moved.

8 CHAIRMAN MOORE: Second?

9 UNIDENTIFIED SPEAKER: Second.

10 CHAIRMAN MOORE: All in favor?

11 UNIDENTIFIED SPEAKERS: Aye.

12 CHAIRMAN MOORE: Resolution 24,
13 accepting the auditor's report for the
14 last fiscal year ending August 31, 2008.
15 Entertain that motion?

16 TRUSTEE OCHOA: Objection. A
17 discussion there, please.

18 CHAIRMAN MOORE: Okay.

19 TRUSTEE OCHOA: I assume that, by
20 reference, Mr. Chairman, that the Ernst &
21 Young report --

22 CHAIRMAN MOORE: Yes.

23 TRUSTEE OCHOA: Okay. Just a couple
24 of background questions just to refresh my
25 memory as a trustee. We got a cover note

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2 from the Office of the Comptroller. Did
3 the Office of the Comptroller choose the
4 Satafein (phonetic) firm, or did we?

5 CHAIRMAN MOORE: I understand there's
6 a committee that selects the auditing
7 firm. We did not choose this firm, and I
8 don't even know that we sat at the
9 table -- we did not have a seat at the
10 table.

11 TRUSTEE OCHOA: Are we not,
12 Mr. Chairman, at a point that we can
13 hire -- at our choice, at our vote, our
14 own, make a judgment on the auditors for
15 the review of our books?

16 CHAIRMAN MOORE: Yes, sir.

17 TRUSTEE OCHOA: Are we moving forward
18 in that regard?

19 MR. STEIN: Yes, sir.

20 TRUSTEE OCHOA: Very good. I was just
21 sort of puzzled, why I would receive a
22 cover sheet from a third party --

23 CHAIRMAN MOORE: Right. That will
24 change in years hence.

25 MR. GATTA: Next year's audit.

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2 TRUSTEE OCHOA: Drawing your attention
3 to the report that we received, and in it,
4 we received a commendation for the GNA
5 maintenance of almost at a record low in
6 New York State. As I noted earlier,
7 Mr. Chairman, I think that's terrific.
8 One of the things that I found, though, in
9 the letter of transmittal was -- and I
10 quote from page 37 of the report, "The
11 financial statements of the aggregate in
12 discretely-presented component units were
13 not audited in accordance with government
14 audit standards." That is not alarming,
15 but I would appreciate some comment on it.

16 MR. STEIN: The discretely-presented
17 component units are the association --

18 TRUSTEE OCHOA: And they're audited by
19 somebody else.

20 MR. STEIN: Yes.

21 TRUSTEE OCHOA: But they're not
22 audited by the standards by which this
23 report is given. And my question is why
24 not?

25 MR. STEIN: What Ernst & Young

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2 basically does is -- this is what I would
3 call "boilerplate language." They are
4 stating that since those component units
5 are ordered by somebody else, they're not
6 taking any responsibility.

7 TRUSTEE OCHOA: I understand that, but
8 my question is that the auditors of those
9 units, including the ones that we just did
10 with Mr. Fuoco's firm, are not done in
11 accordance with governing auditing
12 standards, that may be okay; it's just
13 that I don't have expertise to say, as a
14 member of this Board, "It's okay." I need
15 that kind of comfort from someone beyond
16 me.

17 MR. STEIN: I think that's something
18 we should discuss with the auditors for
19 the association or the foundation.

20 TRUSTEE OCHOA: That would be helpful.

21 The other part of that report, the
22 Ernst & Young report, Mr. Chairman,
23 indicates that there's been some
24 deficiencies in reconciling bank accounts
25 to the tune of a quarter, say three

1 Board of Trustees Meeting

2 months, four months later. And, the
3 comment that was by management was, "We're
4 looking into that." And I would
5 appreciate some comment on that, please.

6 MR. STEIN: Yes. At the time that
7 they were here, staff was wrapped up with
8 Banner implementation, so we fell a little
9 behind in terms of a reconciliation on our
10 bank statement. We have addressed it. We
11 are caught up. We are well within the
12 appropriate 45-day period.

13 TRUSTEE OCHOA: One-time-only event?

14 MR. STEIN: It was a one-time-only
15 event.

16 TRUSTEE OCHOA: My point is there was
17 some concern about Banner and the Banner
18 system, and timecards, and management
19 responded that they would require
20 additional system training, if necessary.

21 MR. STEIN: Yeah. That was the case
22 where they did their review and they
23 actually only found one situation where a
24 faculty member did not provide their time
25 record. That's all being dealt with in

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2 terms of training as we transition into
3 the Banner time reporting system. So,
4 it's being addressed.

5 TRUSTEE OCHOA: Okay, good. Thank
6 you.

7 CHAIRMAN MOORE: I guess at some point
8 in time, if you don't put your time into
9 the system, the paycheck can't come out
10 later on. That may be a real incentive to
11 put the time in a -- I don't think that's
12 a threat. I think that's just -- if your
13 time isn't in, nobody can cut a check,
14 right? You don't have to answer that.

15 MR. GATTA: I agree. Others may not.

16 TRUSTEE OCHOA: Move to approve?

17 CHAIRMAN MOORE: You're okay with
18 that?

19 TRUSTEE OCHOA: Yes. Motion approved.

20 TRUSTEE MATTACE: Second.

21 CHAIRMAN MOORE: All in favor?

22 UNIDENTIFIED SPEAKERS: Aye.

23 CHAIRMAN MOORE: Item four does have a
24 pink sheet. We now have dollar figures
25 with the copy you had in your folders for

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2 the percent. Before the meeting, it did
3 not have dollar figures; now you have
4 them. That's the recommendation of the
5 \$260 per year increase for full-time.

6 You want to describe just the numbers
7 -- do they break out differently for the
8 part-timers? I didn't see a number or, if
9 I did, I didn't catch it.

10 MR. STEIN: The increase was \$260 per
11 year for a resident's tuition, and \$11 per
12 credit for part-time students, part-time
13 resident students.

14 CHAIRMAN MOORE: Any discussion on
15 item four? Entertain a motion to approve
16 Resolution 2009.25?

17 SECRETARY KANE: So moved.

18 VICE CHAIRMAN HAZLITT: Second.

19 CHAIRMAN MOORE: All in favor?

20 UNIDENTIFIED SPEAKER: Aye.

21 CHAIRMAN MOORE: Item five is also a
22 pink sheet. Having heard the budget
23 presentation and the recommendations that
24 we made, entertain a motion to approve
25 2009.26, the budget for the 2009-2010 --

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2 TRUSTEE OCHOA: Pardon the discussion,
3 Mr. Chairman, I think it's great that the
4 "whereas" is included, that 43 percent of
5 the funding burden is lying on students.
6 And, I think as Board members, we need to
7 become advocates to change that to a
8 third, as we discussed earlier. And that
9 we're not just voting pro forma to support
10 a budget that does it or affirms this, but
11 it's something I think all of us would
12 agree is reprehensible that those that can
13 afford it least, to receive a community
14 college education, are paying the most.
15 And that's not right. That's not
16 equitable.

17 SECRETARY KANE: And the public should
18 be made aware of that.

19 TRUSTEE OCHOA: Yes, sir.

20 CHAIRMAN MOORE: I know that SUNY day
21 trips will continue. The State will be
22 pressed to continue its support. I know
23 that we have good communication with the
24 legislature. We do understand the reality
25 of where we are today, and the only saving

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2 news is that those who are in the most
3 need, there's additional student aid out
4 there available from Federal sources. So,
5 there is some help there. That's coating
6 this situation in the best possible light.

7 TRUSTEE OCHOA: Maybe we should
8 encourage our student population to have a
9 tea party -- but that was another error,
10 right?

11 VICE CHAIRMAN HAZLITT: Wasn't there
12 some activity on the part of the students
13 complaining about the ratio of State,
14 County and student participation?
15 Somewhere I read it. There was a group
16 that was complaining about the inequity
17 and with regard to tuition versus the
18 balance.

19 TRUSTEE OCHOA: I think you are right.
20 I thought I saw something.

21 MR. GATTA: There have been student
22 protests around the state, but mostly
23 exclusively at the four-year institutions.
24 And the issue is that, while the
25 university system for the four-year

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2 colleges has raised tuition to \$620 on an
3 annual basis, 80 percent of that tuition
4 revenue is going directly into the general
5 fund. Only 20 percent will be kept by the
6 college for the benefit of the students.

7 If there's any silver lining in this
8 cloud -- I was going to mention this in my
9 report later. This College has been very
10 active in working with our State leaders
11 and local leaders on this issue. The fact
12 is the association has gone to great
13 lengths to work through this --
14 accompanied us on SUNY day. So, we worked
15 together, and the folks from Aim
16 (phonetic) have all been there to help
17 lobby. And it's through all those
18 collective efforts around the state that
19 community college was held harmless. We
20 are one of the only segments of the State
21 budget that's been held harmless in the
22 State go-round. So, it's as good a
23 meeting as we could have hoped for, given
24 where we are at this point in time.

25 TRUSTEE ALVAREZ-GRONEMAN: You gave

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2 everybody the information from the SUNY?

3 CHAIRMAN MOORE: I've lost track.

4 I'll take a motion. All in favor of

5 approving that motion to the budget?

6 TRUSTEE OCHOA: Aye.

7 CHAIRMAN MOORE: I lost track if we

8 had actually done that. Sorry.

9 Item six -- and I commend the

10 administration for presenting this. In

11 these fiscal times, this is not an easy

12 thing to ask of people, but we lead by

13 example; if you can't ask others to

14 sacrifice -- you can't if you don't do it

15 for yourself. So, Resolution 27 is

16 abolishing 2009 step increases for exempt

17 employees here at the College.

18 TRUSTEE OCHOA: So moved.

19 UNIDENTIFIED SPEAKER: Second.

20 CHAIRMAN MOORE: All in favor?

21 UNIDENTIFIED SPEAKERS: Aye.

22 VICE CHAIRMAN HAZLITT: Kind of like

23 bonuses.

24 CHAIRMAN MOORE: I don't know. I

25 suppose it's how you look at it. But, I

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2 thank the staff for stepping up and taking
3 that step.

4 Resolution 28 is authorizing
5 settlement of a dispute.

6 TRUSTEE OCHOA: So moved.

7 VICE CHAIRMAN HAZLITT: Second.

8 CHAIRMAN MOORE: All in favor?

9 UNIDENTIFIED SPEAKERS: Aye.

10 CHAIRMAN MOORE: Resolution 29 -- we
11 put out an RFP for a presidential search
12 consultant group, and the committee has
13 met, vetted through a number of proposals
14 and presents us with this -- organization
15 Eastern campus -- I'm on the wrong line.
16 I can't even read -- Academic Search,
17 Incorporated. I'm jumping down the page
18 here.

19 VICE CHAIRMAN HAZLITT: Were they
20 involved in the previous --

21 CHAIRMAN MOORE: In fact, they were.
22 It's the same firm that handled the last
23 one.

24 Ernie, you were on the committee. Do
25 you want to share any information or --

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2 TRUSTEE MATTACE: I'd like to commend
3 the committee for the work -- we worked
4 together very well, and I believe and the
5 academic search group was literally
6 outstanding, head and shoulders, as far as
7 we were concerned, in reference to the
8 other groups that put in their bid.

9 CHAIRMAN MOORE: How many bids did you
10 receive?

11 TRUSTEE MATTACE: And, again, they did
12 help us find Dr. Gibbons (phonetic), so
13 hopefully we might be kind of lucky this
14 time as well, you know, with them.

15 CHAIRMAN MOORE: As you all know, the
16 College-wide committee has been set, and
17 now with the appointment of this company
18 the ball will really begin to roll
19 forward.

20 TRUSTEE MATTACE: One of the things
21 that's been requested with the College-
22 wide committee is when we do start
23 establishing the dates, we get it locked
24 in, because compared to some of the
25 individuals that I spoke to in reference

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2 to recommendations, it could be quite
3 extensive as far as time goes, if it's
4 done in the proper way.

5 CHAIRMAN MOORE: Thank you.

6 TRUSTEE OCHOA: Move to approve?

7 CHAIRMAN MOORE: Entertain a motion to
8 approve Resolution 29.

9 TRUSTEE MATTACE: So moved.

10 CHAIRMAN MOORE: Second?

11 UNIDENTIFIED SPEAKERS: Aye.

12 CHAIRMAN MOORE: Thank you.

13 Resolution 2009.30 -- this is a
14 feasibility study for the use of a Project
15 Labor Agreement for the Eastern campus
16 learning resource center. Does everyone
17 have updated information on how that
18 number breaks down, now that -- when it
19 was first presented, it came off as a
20 rather large number, and then I asked
21 about it, and it actually was broken at
22 the component pieces. This feasibility
23 has been approximately 24, \$26,000.

24 MR. GATTA: The three resolved -- the
25 first phase is the study itself and that's

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2 \$28,000. The second resolve is to
3 negotiate it, if we deem it to be
4 advantageous, and that would be an
5 additional 13,700. And the last is to
6 monitor it during the duration of the
7 project, and that's -- if we go up to that
8 step, it would be an additional \$63,800.

9 CHAIRMAN MOORE: The first step --

10 MR. GATTA: The first step is the
11 study, the \$28,000. We would only go
12 beyond that if it was advantageous to the
13 College.

14 TRUSTEE MATTACE: On this contract,
15 this is going to be individually in the
16 sense that we go forward with other
17 projects or -- doing the same kind of
18 feasibility study, or is this a guideline
19 based on project requirements and it's
20 only a feasibility study?

21 CHAIRMAN MOORE: This was a product of
22 a meeting back in November/December of
23 last year on PLAs -- "We got a big project
24 coming. Is it suitable here?" And this
25 is the outgrowth of that to see if it will

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2 work for this project.

3 Entertain a motion to approve

4 Resolution 30.

5 UNIDENTIFIED SPEAKER: So moved.

6 CHAIRMAN MOORE: Second?

7 SECRETARY KANE: Second.

8 CHAIRMAN MOORE: We just approved

9 number 30.

10 Resolution 31 -- this is awarding a

11 contract for a site paving survey,

12 TRUSTEE OCHOA: Move to approve.

13 CHAIRMAN MOORE: Second?

14 TRUSTEE MATTACE: Second.

15 CHAIRMAN MOORE: All in favor?

16 UNIDENTIFIED SPEAKERS: Aye.

17 CHAIRMAN MOORE: Item 11 we're going

18 to table and bring it back next month.

19 There's some conflicting timelines and

20 implementation dates. It's the textbook

21 affordability policy, and we've got some

22 State and Federal dates and we'll make

23 those work together and they'll go before

24 you in May.

25 VICE CHAIRMAN HAZLITT: Move to table.

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2 CHAIRMAN MOORE: Second the motion?

3 TRUSTEE OCHOA: Second.

4 CHAIRMAN MOORE: All in favor?

5 UNIDENTIFIED SPEAKERS: Aye.

6 CHAIRMAN MOORE: Thank you.

7 I believe that Chuck proclaimed in his
8 presentation that he had given us the
9 finance report. Was there any questions
10 on the finance report?

11 TRUSTEE OCHOA: Thank you, Chuck.

12 TRUSTEE ALVAREZ-GRONEMAN: Thank you.

13 CHAIRMAN MOORE: I don't know where
14 you are, Ernie. If you have to leave, I
15 understand that.

16 TRUSTEE MATTACE: I will never make it
17 to Town Hall in Islip. It's okay.

18 CHAIRMAN MOORE: Okay.

19 We're up to Item K, board
20 self-assessment. I do believe I'm missing
21 one or two responses. I will double check
22 with folks and report back on the results.
23 I can summarize briefly the place where we
24 can contemplate and work as a Board best.
25 It's easy to talk about how great we feel

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2 about the work we're doing, and it's all
3 been very positive, but it's how we figure
4 out best to use the Board committee in
5 committing ourselves to functioning with
6 subcommittees as we go forward. That's
7 the something we should think about and
8 talk about and work on. So, that's the
9 common critique of ourselves, but I will
10 give it more formally next month, and we
11 will go back and see who didn't respond
12 and get more information.

13 TRUSTEE OCHOA: Can you give some
14 thought to maybe starting a conversation
15 with the College statewide on reforming
16 the requirement that we meet as often as
17 we meet. I find that, from my perspective
18 at least -- having served a few years on
19 this Board -- that the frequency of
20 meeting doesn't seem to be a productive
21 experience, and I've requested meeting
22 less, and then I was informed why we can't
23 meet less because the State Education Code
24 requires that we meet as often as we do.
25 But, if we were able to create that

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2 conversation, we might reform that and,
3 two, it would allow a great structure for
4 effective committee work.

5 So, it's just a notion -- and it could
6 be a dumb one, and people may tell us
7 that, but we haven't had that conversation
8 at all. So, you may want to put that on
9 the table when you place that item on
10 discussion.

11 CHAIRMAN MOORE: Okay, thank you.

12 TRUSTEE ALVAREZ-GRONEMAN: Just
13 wondering if every other meeting -- are
14 you talking about subcommittee meeting?

15 TRUSTEE OCHOA: No. I would just
16 think if we meet six times a year, you
17 would have a lot more room to create a
18 committee environment, just off the top of
19 my head. I haven't given it that much
20 thought. I did give some thought with
21 Dr. Pippins (phonetic) early on and I was
22 told we were going to be subpoenaed eleven
23 times a year to be here -- ten times a
24 year, and I thought "Okay, a lot of our
25 bank Boards, where I serve, we don't meet

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2 that often." But committees to meet --

3 CHAIRMAN MOORE: One of the things I
4 think is important, and it does not
5 happen -- and I'm happy to work with the
6 legislature on this -- is to give
7 prospective trustees a real heads-up on
8 what it is that's expected. Assuming that
9 we can't change that rule for now, at
10 least they should know that coming in and
11 that we can't change that. So, at least
12 know what expectations are when you sign
13 on board for the duration. But, thank
14 you.

15 We're looking at committees. We've
16 done assessments of other colleges, how
17 committees are used, and across the State
18 of New York, they are all over the board.
19 I'm sure we're not alone in our trying to
20 figure out how to do it, and to do it in a
21 way not climbing into the potential micro
22 management of the institution. That's a
23 concern I've had for a long time, and how
24 to do it effectively.

25 So, we'll keep plugging on it, but

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2 that's where the Board commonly refers to
3 its greatest need for some work.

4 MR. GATTA: Let's take another look
5 and then come back to you with some
6 updated information.

7 TRUSTEE MATTACE: One question. Our
8 responsibility as trustees and the
9 obligation to do the votes on a monthly
10 basis, is it possible with some of the
11 information we are given -- we have to go
12 to every other month.

13 MR. GATTA: We will review all the
14 regulations and the law and come back to
15 you with an update at the next meeting.

16 TRUSTEE OCHOA: You might want to look
17 at too, George, to the notion of having
18 the capacity to participate in a meeting
19 by telephone or Internet, just as a
20 possibility. The rules were made a long
21 time ago and it's just -- in other words,
22 our argument is not that we're wasting our
23 time. My argument is not that we really
24 should be meeting less so we get to do our
25 own private lives. No. It would be an

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2 invitation to create a synergy for
3 effective committee work. And, I would
4 detect, from my own experience, it's sort
5 of hard to be a real effective committee
6 person when I'm struggling to become an
7 effective member of this Board by my
8 participation and reading the material. I
9 was delighted to receive from -- the
10 report. I didn't know why he sent it to
11 me, but I understand it's a reflection of
12 the past. But, at least I got it early so
13 that I could read it, and ask my
14 colleagues what's in it, and to discuss
15 it.

16 TRUSTEE ALVAREZ-GRONEMAN: A
17 conference call --

18 MR. GATTA: We will look at that, too.

19 VICE CHAIRMAN HAZLITT: My only
20 concern -- and I'm different from David
21 because I wouldn't say that my time is
22 unlimited, but it certainly is a lot more
23 free than Dave. But, the ultimate
24 responsibility -- and I've said this
25 before -- rests here at this table; not

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2 with the president, not with the
3 administration, but us. And, whether we
4 like it or we don't like it, good or bad,
5 we are the ones that have to bear the
6 burden of the final disposition of any
7 activity in this College.

8 I think that once a month is not too
9 much of an imposition for individuals to
10 -- if you accept the responsibility, then
11 be prepared to discharge it.

12 TRUSTEE OCHOA: Well said.

13 TRUSTEE ALVAREZ-GRONEMAN: Very good,
14 Walter.

15 CHAIRMAN MOORE: I think I've
16 identified Item number two as president
17 search update. The committee is ready to
18 go, the company has been approved, and we
19 will wrap that thing up and you'll be kept
20 apprised as it moves forward.

21 A revised agenda of meeting dates was
22 put out in your packet this month
23 identifying a change date for the retreat
24 of November the 12th. So please mark your
25 calendars. We try and give as much

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2 advance notice as possible so that you get
3 the benefit of education opportunities.
4 It's a different setting, a different
5 venue -- an opportunity to really jump in
6 at depth some longer-range plans, some
7 strategic plans; a different way to look
8 at things. That being said, grab on to
9 ACCT, NYCCT, and any other chance you get
10 for Board training and leadership
11 opportunities. They are great
12 experiences.

13 Item 11, round table. Anything for
14 the Board to share with one another that
15 we need to hear about?

16 Okay. We will bring it back in May.

17 George, it's all yours.

18 MR. GATTA: There's two items on the
19 agenda, and after those, I will have some
20 updates. First is Dr. Walters with East
21 Meets Est, a recent conference we had
22 where we hosted a group of students from
23 Quebec, I believe. Dr. Walters --

24 DR. WALTERS: Good morning. First I
25 would like to thank President Gatta for

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2 this opportunity to share what we believe
3 was the neat, but very successful academic
4 endeavor that involved our faculty and
5 students from the Collège Édouard-
6 Montpetit in Quebec, Canada. It was a
7 wonderful intellectual, and I would say
8 cross-exchange between both entities.

9 One of the keys to the success of the
10 program, this five-day program, was the
11 planning efforts of our Associate Academic
12 Dean Jim Frost, and I'll ask him to take a
13 couple of minutes to give an overview of
14 what the program was about.

15 DEAN FROST: This event was an
16 outgrowth -- first of all, you have in
17 your packets a summary that is both very
18 thorough, detailed, and yet very succinct
19 as exactly what transpired, how it came
20 about, and the outcomes that we're hoping
21 will come as a result of this event.

22 This event came as outgrowth of our
23 study-abroad program that Dean Richard
24 Britton (phonetic) very, very successfully
25 has taken a leadership role on in the last

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2 couple of years. We were in many
3 different countries throughout the world,
4 on summer programs -- one of the those
5 summer programs was a trip to Quebec, and
6 this is a result of that. You can read
7 over that, and as I said, we will give you
8 a detailed report. There are three items
9 that I just want to bring to everyone's
10 attention as a result of this event.

11 First of all, it was created by -- it
12 was the brain child, if you will, of a
13 professor, an adjunct professor. What I
14 want to underscore here is that the
15 adjunct faculty, as you may or may not
16 realize -- and I'm sure you do -- is
17 invaluable to the progress of what we do
18 at Suffolk County Community College, and
19 this is a perfect example of one of our
20 adjunct faculty really taking a leadership
21 role at something that we would say is
22 rather groundbreaking in terms of this
23 international event of cultural and
24 academic sharing. That was the first
25 thing. Professor John Ofrias, who is a

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2 full professor, adjunct professor at this
3 campus -- sociology -- headed this up and
4 really was magnificent. And we should
5 really congratulate adjunct faculty for
6 taking this type of leadership role.

7 The second thing I want to mention is
8 during their time here, we had our secure-
9 in-place drill. I asked them -- as we
10 reviewed how their time was spent here, I
11 asked both the faculty and the students
12 from Quebec, "How did you find this
13 secure-in-place drill?" And I must tell
14 you, to a person, they were so grateful,
15 and so admired this college for its
16 proactive way of dealing with a
17 potential -- God forbid -- tragedy that
18 may never happen. And they were
19 absolutely -- they said, "This should be
20 done across Canada as well as the United
21 States and all colleges," because as one
22 of their faculty members mentioned, if God
23 forbid, something like that happened in
24 their college, they would not have a clue
25 as to what they should be doing. So, we

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2 really have to applaud ourselves in taking
3 such a proactive stance of maybe dealing
4 with a terrible tragedy that could
5 possibly happen at this college, as it has
6 on other college campuses. So that was
7 the second thing I wanted to mention.

8 The third was rather interesting. We
9 asked the students from Canada what they
10 got out of this whole experience in terms
11 of cultural. And, I guess being
12 Americans -- a lot of us don't realize
13 this so much -- their first idea when they
14 thought of coming to us in the United
15 States was, "Oh, boy. Arrogance,
16 materialistic," all the typical
17 stereotypical ideas that foreign folks
18 seem to see of American folks. That's how
19 they thought they were going to meet us.
20 And at the end of their time, they said
21 that was totally disabused. They realized
22 that the American folks -- they're not
23 materialistic, they're not arrogant. So,
24 when that program says it's the ambassador
25 program, let me assure you that our

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2 students were outstanding ambassadors for
3 this country in terms of showing our best
4 side.

5 I should also mention that the
6 students that participated from that
7 campus were Honor students, the Honors
8 Club and the Honor students hosted these
9 faculty and students from Canada in their
10 homes as well as in the classroom, and on
11 different trips that they took.

12 So it was an outstanding event, and we
13 can only hope that it will lead to bigger
14 and better things in terms of
15 international cooperation with other
16 educational institutions. So, it was
17 great.

18 TRUSTEE ALVAREZ-GRONEMAN: How many
19 students?

20 DR. WALTERS: There were six students
21 and five faculty that came down from
22 Édouard-Montpetit. There's only three
23 French-speaking community college types --
24 and I say that because they don't call it
25 "community college." But this college is

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2 Canada's answer to our community college
3 system. It's not the university, but
4 rather the college which would be like a
5 community college. There's only three
6 French-speaking in Canada. They are one
7 of the three.

8 So that just added to the whole
9 atmosphere of cultural exchange because
10 some of them had limited English coming in
11 to this. So, it was a fabulous program.

12 TRUSTEE OCHOA: I've got a question.
13 Do you recall if you invited any trustees
14 to this experience?

15 DR. WALTERS: If that wasn't done,
16 whoever was responsible will hear about it
17 in no uncertain terms.

18 No, I'm not sure. And you're
19 absolutely correct. It probably should
20 have been. It was an oversight. This was
21 the first opportunity we did this, and
22 obviously there were some holes, but you
23 are right.

24 TRUSTEE OCHOA: I was thinking a
25 little bit in jest, like in lieu of

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2 committee meetings. But, my real point is
3 that I don't know what the protocol is at
4 the College regarding do we extend
5 invitations to Board members. I suspect
6 most cultures are very protective of our
7 time, and that's appreciated, but I do
8 know that we will never participate to
9 attend a gallery opening, or send a letter
10 of congratulations to a colleague who
11 published a book, unless we're aware of
12 it, or invited. And, it's worth taking a
13 risk of inviting trustees because I know
14 of firsthand experience that everyone on
15 our Board, when they're invited, more than
16 likely they give it serious thought, and
17 then make a decision to go.

18 DR. WALTERS: You're absolutely
19 correct. In the future, we will certainly
20 be aware of that. And, being the first
21 attempt at this type of collaboration,
22 obviously there was that oversight.

23 TRUSTEE OCHOA: And, then, don't
24 forget; some of us are very familiar with
25 folks with limited English capacity.

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2 DR. WALTERS: Thank you very much.

3 MR. GATTA: On that note, and before
4 we proceed with the -- thank you, Jim, for
5 a great presentation and, Ron, for your
6 leadership, and for the campus for hosting
7 this.

8 But, David, on that note, the first
9 two items on my report are to again invite
10 members of the Board to Legislator
11 Appreciation Day, which is next Friday at
12 Culinary at 9:00 a.m.

13 TRUSTEE OCHOA: What's the date?

14 MR. GATTA: The 24th. And we've
15 invited County and State legislators. It
16 starts at 9:00 a.m. and should be over by
17 11:00. You don't have to stay the whole
18 time --

19 TRUSTEE ALVAREZ-GRONEMAN: Is that
20 held here?

21 MR. GATTA: At the Culinary Center.

22 SECRETARY KANE: What kind of
23 responses are you getting, George?

24 MR. GATTA: We have about ten
25 legislators at this point.

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2 CHAIRMAN MOORE: That's pretty good.

3 MR. GATTA: But there was a conflict
4 with the County, which we were not aware
5 of. We stayed away from committee days,
6 general meetings days, and picked a Friday
7 so the State folks could attend. But,
8 then, something has been scheduled, and I
9 believe it's been rescheduled -- at the
10 County. So if you can attend, we would
11 love to have you.

12 The second is actually tomorrow at the
13 Grant campus from 2:00 to 8:00 p.m.,
14 navigating through this economy. It's a
15 series of workshops, 22 workshops that
16 will be run a number of times during that
17 timeframe to help families deal with
18 maximizing finances during these economic
19 times.

20 TRUSTEE OCHOA: We got notice of that.
21 It sounds very familiar.

22 MR. GATTA: Yes. It's just a
23 reminder.

24 I'd like to commend Vice-President
25 Whitten (phonetic) and the associate dean

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2 who have really done a great job in
3 helping us to publicize this, getting free
4 time on a radio station, and TV55 has
5 donated a lot of air time to it. So,
6 there is a -- I believe in your flyer --
7 in your packet you have a flyer. It's the
8 piggy bank with the tape on it. So those
9 are just two reminders.

10 TRUSTEE ALVAREZ-GRONEMAN: It was
11 mentioned at last month's meeting.

12 MR. GATTA: Exactly. I have got a few
13 other items, but why don't we go to the
14 presentation on Banner -- Associate Dean
15 Doug Kahn, about resource planning.

16 ASSOCIATE DEAN KAHN: Good morning,
17 everybody. I'm here to give you an update
18 on where we've gone over the last several
19 years with our Banner implementation, and
20 to let you know where we're going over the
21 next year. So, if we can start, I was
22 asked just to briefly describe what an
23 enterprise resource planning system is for
24 everyone. Banner is essentially an
25 end-to-end system. It manages all aspects

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2 of the institution. It's integrated from
3 piece to piece, which is different from
4 the systems we had before. It's
5 essentially one large database that shares
6 information between all functions. So,
7 everything from your academic schedule and
8 registration to audit, financial aid,
9 financing, payroll is connected in one
10 computer system.

11 How we got here, the Board may
12 remember from prior presentations, we had
13 a 35-year-old system. It was difficult to
14 maintain. The future for it was not going
15 to be very positive, and we essentially
16 needed to move into an enterprise
17 solution, as most of our peers have. The
18 decision to purchase Banner through a very
19 advantageous contract SUNY had landed was
20 made in 2005, and we started at that time
21 with all of our student processes, looking
22 at admissions, registration, advising,
23 financial aid, et cetera. And, that went
24 live with registration in the spring of
25 this past year. We actually started

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2 admissions in the fall of 2007 so that we
3 could bring our first full class in in the
4 fall of 2008. And we're now in the second
5 major semester of operations in that
6 system.

7 For the student part of the system,
8 we're in what you would call a close-out
9 phase. Essentially, it's that year of
10 shakedown after you bring a system live
11 where all of the functions are brought to
12 work in the best way possible. You find
13 that any time a large system is
14 implemented, there are going to be little
15 kinks along the way, and this is where
16 they get worked out. And it's been moving
17 very well.

18 One notable item in this past few
19 weeks is the student advising system,
20 which had been very advanced compared to
21 our peers. Now it's been brought into the
22 Banner system. We went live, and under
23 the leadership of many of the staff that
24 Dr. Bright has, as well as the executive
25 deans, they brought the same system live

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2 and it's been a great improvement in the
3 last several weeks for the campuses.

4 Over the course of that project, we
5 learned a lot of things. We learned that
6 essentially, it's the process, not the
7 product, that determines how well you will
8 do in a project like this -- the right
9 people, the resources, the processes.
10 And, beyond that, we learned how Suffolk
11 County Community College can manage an
12 enterprise project. You can take the
13 science of project management but apply it
14 to a culture in an institution to find out
15 how those two things work together. And
16 it's different everywhere you are. It's
17 certainly not what a corporate model would
18 be, and that was a big lesson for us.

19 Getting consistent vendor support was
20 an essential lesson that we learned. And,
21 it also forced us to take a look at our
22 business processes, and take a look at the
23 combination of the system and what we've
24 done historically for almost 50 years --
25 say, "What's the best way to do business

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2 in light of a new world?"

3 Now, what we are entering into, is
4 essentially an entirely new project where
5 we're taking the pieces of finance and
6 human resources that weren't necessary to
7 support student operations, and bring the
8 full system into operation. And that
9 means that we begin doing payroll
10 administration, benefits administration.
11 We produce our own financial reports. We
12 do our purchasing, payables and fixed
13 assets out of the Banner system as one
14 integrated product.

15 So, based on what we learned and where
16 we're going now, you know, how are we
17 adjusting to meet the new challenge? The
18 first thing that we decided going through
19 this after at student implementation was,
20 for finance and payroll, there would be
21 zero customizations to the system.
22 Customizations represent extra work, extra
23 time, extra maintenance, and down the road
24 as you maintain the project, represent
25 again, extra analysis, extra support, to

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2 bring those into every version change of
3 the system.

4 We saw a stronger commitment now to
5 staffing issues. We learned that, as
6 Vice-President Stein mentioned before,
7 moving staff on a temporary basis to
8 backfill people is very important so that
9 people can spend the right amount of time
10 and attention. The project management
11 office, my office, has a much more formal
12 set of operating rules in working with our
13 team, and Dr. McKay has been essential in
14 establishing some new routines and
15 guidelines for us, which have been very
16 successful. And, we've streamlined the
17 line of communications, especially in
18 terms of raising the policy issues to the
19 president's office in getting rapid
20 response time so that we can keep the
21 project moving.

22 TRUSTEE OCHOA: I have a question, if
23 I may. On zero customization -- if we can
24 go back a slide -- is that a policy
25 decision that's made because of time and

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2 cost, or is there a need to have some
3 customization?

4 ASSOCIATE DEAN KAHN: Well, especially
5 in terms of finance and human resources,
6 payroll, those are very -- to use the word
7 "vanilla" -- but very standard processes.
8 We adhered to the McDougal standards,
9 Gatsby (phonetic) standards, GAP
10 (phonetic) standards, so there's not a lot
11 of need for customization in that light.
12 Similarly, payroll, once you have the
13 rules set up to account for the various
14 bargaining units that we have, cutting
15 checks is cutting checks essentially. So
16 there isn't as much uniqueness in the
17 institution in terms of those functions as
18 there would be, say, in student affairs or
19 academic affairs.

20 TRUSTEE OCHOA: Is there any need for
21 customization in any area of the Banner
22 usage?

23 ASSOCIATE DEAN KAHN: To date -- well,
24 in our student area, yes. Our student
25 advisement system was certainly a

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2 customization. The student advisement
3 system is advanced compared to any other
4 school we've seen. We needed that to stay
5 where we were.

6 TRUSTEE OCHOA: What I'm getting at
7 is, speaking from a business model, the
8 corporate model, for the last 35 years,
9 we've used the system that we just
10 replaced. This system, more than likely,
11 will be around three decades because
12 that's sort of how it works. And, so, if
13 you need money and time and consultants to
14 support and modify, or customize, the
15 Banner system through the proper channels,
16 we need to know as trustees because it may
17 be required that we spend some dollars now
18 so that we can be super successful three,
19 four, five, and ten years out. I sort of
20 react to what you said, we have "zero
21 customization." And when someone says
22 that, that's sort of scary. It could be
23 the nice thing to say, but it could also
24 be an impractical comment to make,
25 especially if you know that there could be

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2 some need for some kind of modification or
3 customization of the Banner system.

4 ASSOCIATE DEAN KAHN: Within the
5 context of the project we're working this
6 year, to date, the team has surfaced no
7 issues that require further customization,
8 and they have been able to work within the
9 system to make all their functions work.
10 But, we are paying careful attention to
11 that.

12 TRUSTEE OCHOA: Thank you.

13 MR. FENCHEL: I don't fully understand
14 what "customization" means. What's an
15 example of --

16 ASSOCIATE DEAN KAHN: We took a
17 screen, and say you wanted to reprogram it
18 to display the information differently, or
19 if we wanted to take the functions of the
20 system and change the database and build
21 new tables so we could store additional
22 information and present it differently,
23 where you essentially take the code
24 delivered from Sunguard, who owns Banner,
25 you reprogram it to meet your needs and

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2 install your code on top of their system.
3 The essential problem with that is every
4 time they update the system, they wipe out
5 your changes. You have to go back and
6 reprogram it again. And it becomes kind
7 of a nightmare in maintenance.

8 From my experience -- I've worked
9 several projects before in the corporate
10 world -- the first time you go through,
11 you customize because you say you can't
12 live without things. The first time you
13 go through a major upgrade, you say, "Oh,
14 my God. Why did we make all those
15 customizations? This is costing us a lot
16 of time, effort and money again." And,
17 then, the third time, you learn to live
18 with those that are absolutely necessary,
19 such as our student advisement system.

20 We'll enter, in the following year,
21 the Banner project where we'll go through
22 that second iteration where we say, "Let's
23 look" -- and thankfully, we're low
24 customized so it would be low impact for
25 us.

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2 As far as the schedule for the project
3 goes, this is what we call a fixed-end-
4 date project. We have to have our new
5 financial system live and operating on
6 September 1st of this year, and our new
7 payroll system live and operating on
8 January 31st of next year. So, the
9 project itself started in January based on
10 the completion of that project and for
11 students, and at this time, I'm happy to
12 report that the team says we're on
13 schedule and that we are meeting our
14 needs. And, that's not just our
15 employees; it's our outside consultants
16 and our internal project management staff.

17 I won't go through all of these tasks
18 that are listed here, but for human
19 resources and finance, they're going
20 through the project management life
21 cycle -- if you've ever heard that term --
22 starting with analysis going through
23 supporting the system, it's live.

24 To the comments about training,
25 especially with timecards, one of the

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2 things we did learn in the first project
3 was the emphasis that needed to be placed
4 on training and the approach is completely
5 different this time around. So you can
6 see, we go through analysis, looking at
7 best practices, building configuring,
8 testing, and the building, testing,
9 training an iterative process and it
10 repeats itself until we are ready to go
11 into production.

12 As far as where we are now, what we've
13 got is both module staffs are reporting
14 that they are on schedule, and they're
15 reporting that we don't need to customize
16 the software, we don't need to build
17 significant work-arounds to make it work
18 for us.

19 Finance has built their chart of
20 accounts. And, for those who are not
21 accountants, that's essentially the
22 details of the accounting structure that
23 allows us to charge our expenses and our
24 revenues to particular accounts to report
25 it properly. That's the foundation stone

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2 that the entire finance system is built
3 on. John Bullard (phonetic) is not here
4 anymore, but Associate Dean Bullard and
5 his team did an excellent job in building
6 that rapidly. They did a fantastic job,
7 it appears to me from the McDougal
8 standards, Gatsby standards, GAP
9 standards. And, we'll produce many
10 reports we've never been able to get
11 before, which is going to be a great step
12 forward for us if we can literally go to
13 the system and say I want to see a
14 particular program or particular division
15 of the institution and see that, for the
16 first time ever, without having to work it
17 for a month.

18 They're actively building and testing
19 now, and payroll has built their employee
20 structures to account for all of our
21 bargaining units, our position types, and
22 they're heavily analyzing benefits
23 administration at this time, something
24 that's the responsibility of the College
25 moving forward. And, it should be noted

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2 that, in our request to Suffolk County,
3 they did stuff and they provided staff to
4 come over and with our team to make sure
5 that we know how they administer benefits
6 so that we're able to do that
7 professionally. So that we have notable
8 support from their end.

9 TRUSTEE OCHOA: Question, if I may.
10 Does the foundation take advantage of the
11 Banner system?

12 ASSOCIATE DEAN KAHN: They're not on
13 the Banner system.

14 TRUSTEE OCHOA: Will they be?

15 UNIDENTIFIED SPEAKER: No.

16 ASSOCIATE DEAN KAHN: Right now,
17 finance is working on purchasing payables
18 processes to make sure that we're able to
19 buy goods and services for the
20 institution. Human resources, as I said,
21 is working on benefits administration.
22 And, information technology's focus right
23 now is on converting data out of
24 accounting systems that we may need to
25 have loaded into the Banner system in

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2 order to continue our benefits

3 administration, rather than keying that

4 information in for 2,500 people by hand.

5 That concludes my presentation. Does

6 anybody have any questions at this time?

7 CHAIRMAN MOORE: Thanks.

8 ASSOCIATE DEAN KAHN: Thank you.

9 MR. GATTA: Thank you.

10 Just two other items. The first, in
11 your packet is a reprint of USA Today from
12 April 6th. I've had the pleasure of being
13 a part of the awards ceremony with a
14 student of ours from the Grant campus,
15 Paula Burali (phonetic), who was selected
16 not only as a new scholar by Phi Beta
17 Kappa, but was also one of the 20 members
18 of the All-USA Community College Academic
19 team by USA Today. It was inspiring to
20 see the 20 finest and -- 50 scholars. She
21 is a remarkable young woman. We can be
22 proud of her accomplishments that are
23 listed here, here in the reprint.

24 It was just -- it was a pleasure to be
25 there to hear of her story and some of the

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2 others from around the country. She
3 represented this institution extremely
4 well during both of those public
5 ceremonies. So, I just wanted to bring
6 special attention to that.

7 The presentation and the awards were
8 at the American Association of Community
9 Colleges annual meeting in Phoenix a week
10 and a half ago. She was just remarkable,
11 so we should be proud of her.

12 TRUSTEE ALVAREZ-GRONEMAN: Could we
13 have her come to our next meeting and
14 acknowledge her?

15 MR. GATTA: And she's going to be one
16 of the featured representatives of the
17 student body next Friday at Legislator
18 Appreciation Day.

19 TRUSTEE ALVAREZ-GRONEMAN: It would be
20 nice if we had her here.

21 MR. GATTA: Lastly, I mentioned that
22 we were sending a team of college
23 officials to make presentations before two
24 legislative committees. Last month it was
25 Keith Row, Lori Tiger and Professor Tom

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2 Coleman (phonetic), who's been our
3 Associate dean in enrollment management --
4 government relations coordinator.
5 Professor Coleman, who is a Professor of
6 Psychology, but he's also a chair -- and
7 presentations were both to the higher-ed
8 committee and to the Veteran's Committee
9 at the County to let them know of special
10 programs we have in place to handle and to
11 encourage veterans to be part of the
12 experience here at the College, and
13 second, give them an update on the new GI
14 bill, which is going to be a tremendously
15 beneficial tool to GIs coming out of the
16 Army, or all of the Armed Forces. So the
17 committee was -- both committees were very
18 appreciative.

19 In your packet is a news release from
20 Legislator Horsley, and I think his
21 headline says it all; "Suffolk Community
22 College is a Best Bet for Vets." He put
23 that on the March 18th -- I believe that
24 was in -- if it wasn't in your packet, we
25 will give you a copy.

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2 That concludes my report.

3 CHAIRMAN MOORE: We do have the need
4 for a brief executive session litigation
5 matter, and a discussion of collective
6 bargaining agreements. Don't get
7 panicked. This is just conversation.
8 There will be no further action taken by
9 the Board after we come back from the
10 executive session, other than it be an
11 open session and adjourn our meeting.

12 We thank you all for being here today.
13 I will entertain my motion for executive
14 session.

15 VICE CHAIRMAN HAZLITT: So moved.

16 CHAIRMAN MOORE: Second?

17 TRUSTEE ALVAREZ-GRONEMAN: Second.

18 CHAIRMAN MOORE: All in favor?

19 UNIDENTIFIED SPEAKERS: Aye.

20 CHAIRMAN MOORE: Thank you.

21 (TIME NOTED: 11:05 a.m.)

22 (Whereupon, the Board went into
23 Executive Session.)

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C E R T I F I C A T I O N

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I, ANNE COSTIGAN, RPR, a Notary Public

5

in and for the State of New York, do

6

hereby certify:

7

THAT the foregoing is a true and

8

accurate transcript of my stenographic

9

notes.

10

IN WITNESS WHEREOF, I have hereunto

11

set my hand this 28th day of April, 2009.

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ANNE COSTIGAN, RPR

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